



FACULTY SENATE

Est. 1991

Brian Ring
President

Eric Howington
**Vice President/
President Elect**

Crystal Randolph
Secretary

Debbie Paine
Parliamentarian

Mike Holt
Past President

**October 19, 2017, 3:30 pm
University Center Cypress Room**

Items in **bold print** are items that require action by the Faculty Senate. Other items are for information only.

Special Request: At the request of the Senate's Executive Committee, any actions sent to the President for possible inclusion in the Senate agenda should be accompanied by a written document with the rationale and purpose of the decision. The Executive Committee requests that these documents be submitted via email as Word.doc attachments to fsec@valdosta.edu.

For the benefit of record keeping, we ask that senators and visitors please identify themselves when speaking to an issue during the meeting. Please use the microphones to assist with accurate recording. All senators must sign the roster in order to be counted present. If you have a senator's proxy, please place their name tag beside your name tag on the table in front of you.

1. Call to Order – Brian Ring
Meeting called to order at 3:36 pm.
2. Reading of proxies obtained prior to the meeting; Request additional proxies for those not given from Senators in attendance – Crystal Randolph.

Note: Please send an email to Crystal Randolph (crandolph@valdosta.edu) regarding proxies a minimum of one (1) week prior to the scheduled Faculty Senate meeting or as soon as possible if an unexpected absence needs to occur.

3. **Approval of the minutes of the September 21, 2017 meeting of the Faculty Senate.**
<http://www.valdosta.edu/administration/faculty-senate/minutes.php> (See link here for minutes for all faculty senate meetings).
4. VSU President, Dr. Richard Carvajal: VSU Updates
President Carvajal was unable to attend due to attendance at meeting at Kennesaw State University.

Provost Smith allowed Dr. Sherri Gravett to give an update about the academic suspension appeals process. Academic and probation suspension policy. Changes are being made to how students appeal decisions. Students will get a notice that they are on suspension and

will then be able to complete the appeals process using a centralized process. This process will be effective December 2017.

The provost thanked faculty members for their service during the Open House on 10/14/17.

A conversation has begun about the configuration of the College of Arts and Sciences to assess if the college needed to be re-organized to include the Humanities Department. The suggestion was met with some support. It was suggested to split the college into Humanities and Social Sciences and Mathematics and Sciences. The conversation is ongoing with the faculty and department heads in that college.

A search is ongoing for deans for the College of Education and Human Services and the College of Arts and Sciences. A search will soon begin to fill the position of Vice Associate Provost.

In regard to student retention, faculty senate member Andy Ostapski queried if terminal degreed administration members could be strongly encouraged to teach courses that students need instead of losing students who may go elsewhere to take required courses.

5. Police Chief, Alan Rowe(rescheduled): VSU Crime Report & Updates on Campus Carry Legislation (GA HB 280)

The campus safety report is posted on the website (<http://www.valdosta.edu/administration/finance-admin/police/documents/2017-annual-safety-crime-report-.pdf>). Based on data from the report, Chief Rowe states that VSU is one of the safest schools in the system.

Chief Rowe gave an overview of the Campus Carry legislation. Residence halls, athletic facilities, and faculty, staff, and administration office suites are areas in which concealed weapons are not allowed.

How can faculty protect themselves? Faculty can carry where students can carry.

Is it legal to carry concealed weapons for facilities where minors are allowed? Yes

What are the rules for public events such as art exhibitions, plays, etc.? Chief Rowe states if the event is not held at a place that is exempt, then a concealed weapon is allowed.

Do you know how many students and faculty have concealed weapon licenses? The statute prevents that information from being collected.

6. Old & Unfinished Business

- a. Statutory Committee Reports

- i. Academic Committee (fs-stat-ac@valdosta.edu) – Sheri Gravett

No updates

- ii. Committee on Committees (fs-stat-coco@valdosta.edu) – Catherine Bowers: Progress on Vacancies or Assignments?

No updates; read your by-laws to be sure all procedures are covered

- iii. Faculty Affairs (fs-stat-fa@valdosta.edu) – Bob Spires – Updates on Faculty Evaluation Model Link to proposed FEM revisions:
<https://www.valdosta.edu/administration/faculty-senate/documents/faculty-evaluation-model-2016.pdf>
FEM update proposal: Committee has recommended that it not move forward. The next agenda item is to evaluate the summer teaching faculty and responsibilities.
- iv. Faculty Grievance Committee (fs-stat-fgc@valdosta.edu) – Marty Williams
No updates
- v. Institutional Planning Committee (fs-stat-ipc@valdosta.edu) – Jennifer Beal
No updates

b. Meeting minutes from the various committees should be sent to FS Secretary (Crystal Randolph (crandolph@valdosta.edu)) to be uploaded to the Faculty Senate website **AND** to the library (archives@valdosta.edu) with “Archives Faculty Senate Papers” in the subject line. Minutes from 2013-2014 and 2014-2015 meetings from the various committees should be sent so these documents can be archived properly. Please label minutes documents as shown in the following examples:

- i. Technology_Minutes_04-29-2015
- ii. Academic_Honors_and_Scholarship_Minutes_08-28-2015

Thank you for your assistance in getting and keeping our records up to date. ☺

c. We are still working with the president’s office on revising the VSU *Statutes*.

7. New Business

a. Standing Committee Reports:

- i. Academic Honors & Scholarships (fs-stand-ahs@valdosta.edu) – Neena Banerjee
- ii. Academic Scheduling & Procedures (fs-stand-asp@valdosta.edu) – Jacque Wheeler
- iii. Athletic Committee (fs-stand-ac@valdosta.edu) – Heidi Gonzalez

Faculty are reminded to complete nominations for student athletic awards.

- iv. Diversity and Equity Committee (fs-stand-dec@valdosta.edu) – Tamara Hardesty
- v. Educational Policies (fs-stand-ep@valdosta.edu) – Kendric Coleman

Working to create a policy on grade appeal beyond the level of the dean.

- vi. Environmental Issues (fs-stand-ei@valdosta.edu) – Deborah Hall

The pink ribbons on pine trees behind Pound hall indicates they are currently being treated. The red ribbons on pine trees indicate they are being removed. Green ribbons indicate healthy trees. The committee is proposing a sustainability center to meet the needs of present student body and faculty.

- vii. Faculty Scholarship (fs-stand-fs@valdosta.edu) – Roger McIntyre
- viii. Internationalization and Globalization Committee (fs-stand-igc@valdosta.edu) – Rebecca Gaskins
- ix. Library Affairs (fs-stand-la@valdosta.edu) – Shaunita Strozier
- x. Student Affairs (fs-stand-sa@valdosta.edu) – Gabrielle Stellmacher
- xi. Technology Committee (fs-stand-tc@valdosta.edu) – Marc Pufong

b. Review of a Process for granting faculty emeritus status (see Attachment A, remand to Faculty Affairs).

The policy was remanded to Faculty Affairs.

c. Faculty Study Abroad Summer Pay

The issue was remanded to the Internationalization and Globalization Committee.

d. **Vote on proposed resolution brought forth by Senator Andy Ostapski regarding request for Administrators to teach courses at VSU to meet the needs of our students (see Attachment B).**

An opportunity for discussion was not given; therefore, the vote will occur again during the next faculty senate meeting.

e. **Vote on proposed resolution brought forth by Senator Andy Ostapski regarding a request for the President to recognize and resolve access of faculty to VSU facilities during the recent Hurricane Irma landing in our region (see Attachment C).**

Vote will be taken at the next meeting.

8. General Discussion

Heidi Cox-Internal audits

This year during Ethics/Fraud Awareness Week – November 12-18, 2017 we will be presenting for the very first time “Ethics Awards” to faculty, staff and currently enrolled students. The theme for this week: Celebrating VSU’s SPIRIT of Ethical Culture and what we need for you to do is nominate (limit 2 please) those within your sphere of influence that has a “SPIRIT Story” that should be celebrated during this week! Nominate your nominee(s) here at this link by November 10, 2017 by 5:30pm: <https://www.valdosta.edu/administration/audit/forms/ethics-award-nomination-form.php>

a. Continued discussion on potential recommendations toward improving faculty retention and morale.

Prior Areas of Discussion (August - September 2017 Meetings):

1. Lengthy Purchasing Process
2. Salary Study
3. Retention of Faculty
4. Faculty Work Load

More areas? How shall we the Senate proceed with our recommendations?

9. Adjournment

Meeting was adjourned at 5:05 pm.

Attachment A: Process for granting faculty emeritus status

VSU PROCESS FOR AWARDING EMERITUS/A STATUS

BOR POLICY

According to the *Board of Regents' Policy Manual*, the President of an institution may “at his/her discretion, confer the title of emeritus/a on any retired faculty member or administrative officer who, at the time of retirement, had ten (10) or more years of honorable and distinguished USG service. . . .” (8.3.13

http://www.usg.edu/policymanual/section8/C245/#p8.3.13_emeritus_a_title).

ELIGIBILITY FOR VSU EMERITUS/EMERITA STATUS

Eligible employees for this status include any full-time retired professor, associate professor, assistant professor, lecturer, senior lecturer or administrative officer who, at the time of his or her retirement, had ten (10) years or more of honorable and distinguished service at Valdosta State University.

This service may include, but not be limited to, professional recognition in one or more of the following areas:

- Excellence and/or innovation
- College recognition, awards, honors
- Professional association recognition, awards, honors
- Community and /or professional service contributions, recognition, awards, honors
- A consistent record of quality performance as demonstrated by one or more of the following:
 - a) a substantive record of achievement commensurate with national and international standards within the specific discipline;
 - b) a recognized record of outstanding teaching, educational, or employment field contributions; and/or
 - c) clear evidence of service to the University beyond normal expectations.

For teaching faculty members, the "emeritus" designation is appended to the rank held at the time of retirement, e.g., professor emeritus. For academic administrators, the emeritus designation, upon approval by the Provost and the President, is appended only to the most senior administrative title held at Valdosta State University, which may be held at or prior to the time of retirement, e.g., dean emeritus. The emeritus designation is not awarded for administrative titles held on an "acting" or "interim" basis.

PROCESS

An application for emeritus/a status must follow the procedures outlined below and must be submitted either during the final academic/fiscal year of employment or no later than one year after the date of retirement. The bestowal of the emeritus/a title is a privilege, not a right.

To initiate the process, the immediate supervisor of the unit in which the candidate held his or her full-time appointment must write a letter of recommendation outlining the individual's qualifications based on the nomination criteria above. This recommendation must be accompanied by the application form (see Appendix A) and a copy of the candidate's curriculum vitae.

The completed application and recommendation letter must then be submitted to the next higher level for review and endorsement, culminating with the Provost and Vice President for Academic Affairs who will submit the final recommendation for the President's approval.

If the application is approved by the President, the retiring faculty member and/or administrative officer is sent a letter from the Provost's Office, on behalf of the President, awarding the title of emeritus/a.

BENEFITS/PRIVILEGES

1. Invitation to participate in public ceremonies of the University, including commencement, open houses, and selected university functions.
2. Inclusion in the faculty/administrator listing on the university emeriti webpage and in the catalog
3. Certificate with name and emeritus/a rank.
4. If funds permit, entitlement to use university business cards and other departmental office privileges for the purposes of university service.
5. Eligibility to serve on doctoral dissertation or project committees, as appropriate.

**APPENDIX A
VALDOSTA STATE UNIVERSITY
APPLICATION FOR EMERITUS/A STATUS**

Name of Candidate:

Candidate's Home Address:

Department:

Current Rank or Title:

Date of Retirement:

Years of Service at Retirement:

Date Emeritus/a Appointment Is to Be Effective: Upon President's Approval & Faculty/Administrator Departure.

Requisites:

1. A letter of support from the Administrative Unit Head (Vice President, Dean, Department Head, etc.) in which the candidate held his/her full-time appointment.
2. Verification from Human Resources certifying length of service (check appropriate box below):
 - a. Completed a minimum of ten (10) years at Valdosta State University.
 - b. Completed less than 10 years at Valdosta State University but forced into early retirement for health reasons* provided retirement at the normal retirement age would have fulfilled the 10-year requirement.
3. A current vita for the candidate's time of service, especially time served at Valdosta State University.
4. Approval by the Dean of the College of the department requesting Emeritus/a status for a faculty member, or approval from the Vice President of the respective division if it is an Administrative Officer candidate.
5. Approval by the Provost. The Provost submits own recommendation to the President.

Signature of Individual Submitting Materials

Date

*If the candidate is retiring early and is granted Emeritus/a Status, he/she will relinquish Emeritus Status if he/she resumes full-time employment at Valdosta State University or any other institution.

Summary of Recommendations

Recommended action by:

	Yes	No	Signature and Title	Date
Department Head/Administrative Unit Head				
Dean (if applicable)				
Vice President/Provost				
President				

Attachment B:

FACULTY SENATE RESOLUTION

WHEREAS, the Goal at Valdosta State University is to increase Student Retention

WHEREAS, Teachers at Valdosta State University already engage in teaching, research, administrative, and other service duties and cannot be reasonably asked to assume more teaching responsibilities

WHEREAS, Administrators, with terminal degrees, who are qualified to teach, but currently do not do so represent an underutilization of resources

WHEREAS, this underutilization of resources does not effectively contribute to student retention which, in part, relies on course availability

NOW, therefore, BE IT RESOLVED by the **Valdosta State University Faculty Senate**, to urge the **President of Valdosta State University** to initiate a policy behooving administrators with terminal degrees to annually teach a course, as adjuncts, either online or face-to-face.

BE IT FURTHER RESOLVED by the **Valdosta State University Faculty Senate**, to urge the **President of Valdosta State University** to pursue expeditiously this policy to increase course offering in furtherance of **Student Retention**, a directive initiated by the **University System of Georgia**.

SO RESOLVED, this ____ day of _____, 2017

Attachment C:

FACULTY SENATE RESOLUTION

WHEREAS, Valdosta State University is committed to promoting the safety of its students, teachers, staff and other personnel.

WHEREAS, Teachers at Valdosta State University engage in teaching, research, administrative, and other service duties and, to accomplish these responsibilities, are given institutional keys and passes for 24/7 access even during times when the university is officially closed.

WHEREAS, certain LCOBA teachers and their immediate families, sought shelter from Tropical Storm Irma at HSBA because of its massive structure and safe distance from the tall pine tree line.

WHEREAS, on September 10, 2017, Valdosta University Police evicted said teachers and their families despite a city declared curfew and dangerous weather conditions.

NOW, therefore, BE IT RESOLVED by the **Valdosta State University Faculty Senate,** to urge the **President of Valdosta State University** to reprimand in writing the officials responsible for making this imprudent, unethical decision.

BE IT FURTHER RESOLVED by the **Valdosta State University Faculty Senate,** to urge the **President of Valdosta State University** to require aforesaid decision-makers to participate in an ethics program to reaffirm ethical considerations which are fundamental principles pursued by the **University System of Georgia.**

SO RESOLVED, this _____ day of _____, 2017