



## FACULTY SENATE

Est. 1991

Chairperson	Vice Chairperson	Executive Secretary	Parliamentarian
Ronald M. Zaccari	Louis Levy	Mike Meacham	John Samaras

### Minutes of May 19, 2005

[{Members and visitors present}](#)

#### **The Valdosta State University Faculty Senate meeting convened at 3:30 p.m. in the Magnolia Room, University Center.**

R. Zaccari informed the Senate that Joe Newton, Interim Chief Information Officer, would make a brief statement before the regular business of the Faculty Senate commenced. J. Newton informed the Senate that during the evening of May 17 there was unauthorized access of the VSU 1-Card server. The VSU 1Card is a multipurpose identification and on-line debit card issued to students, upon initial enrollment, and to employees. An initial investigation by Information Technology did not determine whether or not any data was acquired. As a precaution, Information Technology urges VSU employees and students to place a fraud alert on their credit files. The Division of Information Technology, the Valdosta University Police and the Georgia Bureau of Investigation continue to investigate the incident.

R. Zaccari discussed the following items:

- ◆ VSU has processed an additional 773 undergraduate applications between May 15, 2004 and May 13, 2005. The number of undergraduate applications processed is up 11.4% and the number of undergraduate applications accepted is up 8.6%.
- ◆ Chancellor Thomas Meredith was reappointed by the Board of Regents.
- ◆ A hearing will be held at 5:30 p.m. this evening (May 19) at the City Council meeting to discuss the proposed traffic changes around Valdosta State University. Phase I, which includes the installation of traffic lights at College Street and Brookwood Place as well as the proposal to one-way a portion of Oak Street from Baytree to Moore Street, will be highlighted at this evening's discussion.
- ◆ The FY 2006 budget was recently submitted to the Board of Regents. VSU recommended 10.75 faculty positions in the core curriculum which, with fringe benefits, comes to a total of \$782,000. There were also 5.5 faculty positions recommended for nursing, chemistry and biology, totaling \$460,000 including fringe benefits. Several months ago while looking at options to reduce the budget it was recommended that the summer budget be cut by \$500,000. The current year's allocation and tuition increases were such that the University recommended restoring Summer Salary Funding to its original status. Additionally, VSU recommended that faculty development funds be increased by \$75,000. This is in addition to the \$150,000 previously given to faculty development. The \$75,000 will be given to the deans for distribution within their

respective colleges. The Graduate Dean's position, which was previously eliminated due to budget cuts, has been restored. A search process took place and R. Zaccari was pleased to announce that Brian Adler has accepted the position of Dean of the Graduate School. Faculty promotions and tenure will cost the University \$168,500 during the upcoming year. Additionally, staff reclassifications will cost the University \$48,000 during fiscal year 2006. VSU has allocated \$506,000 in additional funds to cover the increase in the cost of utilities. VSU has adopted a policy to increase minimum wage from \$5.15 per hour to \$6.15 per hour effective July 1, 2005. Several additional proposals have been recommended to the Board of Regents for approval. The Lowndes Residence Hall renovation continues and is ahead of schedule. The second phase of the Centennial Hall renovation is also ahead of schedule and will be completed by Fall 2005. This summer there will be a great deal of planning for the new 500 private-bed residence hall on North Campus. Also, in the new bond project, VSU will work through the VSU Foundation and begin renovations on Georgia, Hopper, Converse and Langdale Halls.

- ◆ The search process will be reopened for the Director of Information Technology Division and the search for the Vice President for Finance and Administration will open in the near future. Both positions are currently interim status. Bill Bennett, VSU Internal Auditor, is retiring at the end of May, 2005. Interviews will be held within three weeks for the position of Internal Auditor. Tayloe Harding, Department Head of Music, has accepted a position as Dean of Music at the University of South Carolina and will be leaving within the next two months.
- ◆ A new committee will be formed to begin planning a new football/multi-purpose stadium. This committee will work closely with the Campus Beautification Committee as well as other committees on campus to move this project forward.
- ◆ Two weeks ago when the Governor's budget was approved he made the decision to remove the minor projects that had been recommended by the Legislature. All minor projects previously submitted, which include VSU's Nevins Hall-Phase II renovation, will now go through a systematic ranking process.
- ◆ There have been discussions during the past few months about graduation rates and retention rates. As R. Zaccari previously mentioned, Marsha Krotseng was one of several individuals from across the country selected by the American Association of State Colleges and Universities to participate in a site visit to an exemplary campus in March, 2005. Since her return she has met with representatives from Albany State University, Armstrong Atlantic University, Georgia College & State University, Kennesaw State University and the University of West Georgia who visited other AASCU campuses. These six individuals have been charged to look at the annual retention and graduation rates improvement plan by the System office. An update on the outcomes is expected in July.
- ◆ R. Zaccari thanked everyone for an excellent year and looks forward to seeing everyone Fall semester.

R. Zaccari turned the meeting over to M. Meacham. M. Meacham read the list of proxies.

## 2. Approval of the [minutes of the April 21, 2005 meeting of the Faculty Senate](#).

The minutes were approved.

## New business

### a. Report from the Academic Committee – Louis Levy

The Academic Committee has met but the minutes have yet to be approved. He will present the approved minutes to the Faculty Senate at the beginning of the new academic year. L. Levy announced that VSU had a record number of honor graduates during the Spring 2005 semester. The Academic Committee is presently working on several doctoral degrees including the Doctorate of Public Administration and the Doctorate of Social Work. A minor in Dance was approved by the Academic Committee and was forwarded to the Board of Regents for their approval. L. Levy was pleased to announce that Ralph Allen has accepted the position of Dean of the Harley Langdale, Jr. College of Business Administration. He also recognized Ken Stanley who has served as Dean of the Harley Langdale, Jr. College of Business Administration for 21 years. L. Levy was also pleased to announce that Ivan Nikolov has accepted the position of Director of International Programs and will begin serving in this capacity in August, 2005.

### b. Report from the Committee on Committees – Lyle Indergaard ([Attachment #1](#))

Shirley Andrews reported on behalf of Lyle Indergaard.

### c. Report from the Institutional Planning Committee – Michael Noll ([Attachment #2](#))

### d. Report from the Faculty Affairs Committee – Cecilia Barnbaum ([Attachment #3](#))

The recommendation from the Faculty Affairs Committee on the Question of the Disposition of Unsolicited Textbooks from Publishers was approved by the Faculty Senate.

### e. Report from the Faculty Grievance Committee – Mike Savoie

No report.

### f. Report from the Senate Executive Secretary – Mike Meacham

M. Meacham thanked the chairs of the Standing and Statutory Committees for their hard work and dedication during the year.

### h. Standing Committees End of the Year Reports

(1) Academic Scheduling & Procedure Committee – Marty Williams ([Attachment #4](#))

(2) Academic Honors & Scholarships Committee – Lynn Minor ([Attachment #5](#))

(3) Athletics Committee – Jiri Stelzer ([Attachment #6](#))

(4) Faculty Development & Research Committee – Allan Reddy ([Attachment #7](#))

Zulal Denaux reported on behalf of Allan Reddy

(5) Minority & Diversity Affairs Committee – Joe Brashier

No report.

(6) Student Services Committee – Wilson Huang ([Attachment #8](#))

Cheri Tillman reported on behalf of Wilson Huang

(7) Technology Committee – Lorraine Schmertzing ([Attachment #9](#))

i. Report from Jim Black, Interim Vice President for Business and Finance

J. Black introduced several directors from the Division of Business and Finance. Those in attendance were Scott Doner (Director of Public Safety), Larry Leonard (Director of Financial Computing Services), Bill Filtz (Director of Business Services), Bob Bell (Director of Plant Operations), Jack Edgar (Assistant Director of Human Resources), Traycee Martin (Director of Financial Services), Bob DeLong (Director of Campus Safety), and Meredith Lancaster (Environmental Health and Safety Coordinator). He mentioned the formation of a new office, Campus Safety. This office has recently developed a new version of the VSU Emergency Preparedness Plan. Several months ago the Efficiency Implementation Task Force reviewed recommendations from members of the campus community. In the near future two of those recommendations will come to fruition: 1) Department Heads will be allowed to spend up to \$1,000 of their budget without obtaining additional approval; and 2) New VSU employees will be required to participate in the electronic deposit option for payroll, travel reimbursements, med-flex spending, etc. J. Black presented a facilities progress report to the Faculty Senate ([Attachment #10](#)). On an artist's rendering he pointed out the new parking lot next to Admissions, which contains thirty-four parking spaces, as well as the current parking lot in front of Nevins Hall, which will be expanded to include ninety-nine additional parking spaces. The rendering of the new Intramurals playing fields was also shown to the Senate. Construction of these fields, which will be located next to Centennial Hall, will begin immediately. J. Black thanked the Environmental Issues Committee for their participation with these construction projects.

4. Old Business

(1) Environmental Issues Committee ([Attachment #11](#), [Attachment #12](#), [Attachment #13](#))

B. Bergstrom presented a revised version of the *Tree Preservation and Maintenance Policy of Valdosta State University* to the Faculty Senate for approval. This policy has been in existence since 1993 and was previously revised in 2001. The proposed changes were recommended primarily to clarify who in the VSU Administration could enforce certain aspects of the policy. C. Barnbaum inquired what type of penalties could be incurred by private construction companies who violate the provisions of the policy since there are no specific penalties outlined in the policy. B. Bergstrom indicated the penalty statement was included in the policy to allow the Division of Business and Finance to determine the penalties based upon the specific project and type of construction. R. Zaccari suggested the document be remanded to the Faculty Senate Executive Committee for review and discussion. Since this was a recommendation from a committee a vote was required. The recommendation to

approve the proposed changes in the policy was denied by the Faculty Senate. Another motion was made to remand the proposal to the Environmental Issues Committee and, additionally for the Environmental Issues Committee to meet with the Faculty Senate Executive Committee for review and discussion of the document. The motion carried. B. Bergstrom presented an amendment to the VSU Master Plan which designated specific areas on campus for preservation. R. Zaccari recommended that the remaining recommendations being brought forth by the Environmental Issues Committee become part of the package that will be revised and presented to the Faculty Senate Executive Committee.

- (2) Minority & Diversity Affairs on changing the word “handicap” to “disability” in The Equal Opportunity Statement

No report.

- (3) Technology Committee on increased support for professors

L. Schmertzing informed the Senate that if additional technology support is required for classes to please contact the Help Desk at 245-4357 and ask them to page Brian Anderson.

- (4) Educational Policies Committee on registration privileges by particular groups

No report.

## 5. General Discussion

- ◆ M. Noll presented an item on behalf of the Ad-hoc Commencement Committee. The committee recommends that “The Chief Faculty Marshal be selected from and by the pool of serving Assistant Marshals. Assistant Marshals shall be elected for three-year terms. Each college shall have one Assistant Faculty Marshal rotating on and off per year with the possibility of re-election.” Several additional items were discussed by the committee including the possibility of having a pool of graduation readers to read the names of the graduates during commencement and creating a permanent Commencement Committee as opposed to an ad-hoc committee. Several questions were raised regarding the election process for the Assistant Faculty Marshals. R. Zaccari suggested that an interim selection of a Chief Faculty Marshal be made for Summer semester, that graduate readers be established for Summer commencement, and that the initial recommendation by the Commencement Committee be re-addressed during the Fall semester. M. Noll withdrew the motion and informed the Senate that the Commence Committee will proceed with plans to re-introduce the recommendation during the next Academic Year.
- ◆ L. Bell informed the Senate that she, as incoming President of the AAUP, C. Ballard, who is the current President of AAUP, and M. Meacham have met recently to discuss the development of an orientation program for new and returning Senators. There was some discussion as to whether this effort should be initiated by the Faculty Senate. M. Meacham mentioned that there is an orientation program in place which was created by D. Boyd. He also mentioned that he has made some slight modifications to the program during the time he has served as Executive Secretary. Additionally, M. Meacham mentioned that the history of the Faculty Senate should be based on information from the

current Faculty Senators rather than the recollection of past Faculty Senators. In order to clarify the issue of the orientation program, M. Meacham plans to have further discussions with members of the AAUP.

6. Adjournment

The meeting adjourned at 5:25 p.m.

Attachment #1

Committee on Committees  
Report to Faculty Senate  
May 19, 2005

The Committee on Committees met on May 3 to finalize appointments for committee membership and chair-elect positions for 2005-2006. With the exception of a slot for Social Work on the Student Activities Committee all assignments have been made.

Three new members were elected for the Grievance Committee: Fred Ware, Jane Zahner and Michael Stoltzfus.

**Report to the Faculty Senate**  
Institutional Planning Committee  
April 27, 2005

Present: Alan Bernstein, Joan Futch, Kurt Keppler, Marsha Krotseng, Michael Noll, Blake Pearce, Ruth Salter

Chairman Michael Noll opened the meeting at 3:40 pm to start the discussion of three agenda items:

1) Report from the Executive Committee (Michael Noll):

1. Faculty Evaluation Task Force has been established to review the Faculty Evaluation Process and make recommendations for revision.
2. The Faculty Grievance Committee reported that outdated records have been shredded.
3. The Faculty Senate has \$800.00 remaining in their budget for the fiscal year.
4. Faculty development grants are under discussion. Current policy allows for a maximum of two \$500 grants per year (while funds last) with no option to combine the amounts for more expensive development opportunities. It is proposed that faculty members have the option to combine the amounts and apply for up to \$1000 faculty development grant money per year.

2) Report from the University Planning Advisory Council (Marsha Krotseng):

1. The Diversity Council charter has been approved. Council members will be appointed in the summer and the council will begin operations in the fall.
2. The SGA student union survey is complete. Analysis is underway and results will be reported in the fall.
3. Communication surveys will be piloted soon.
4. A subcommittee has been established to reflect on the University Planning Advisory Council process. The group has been selected to identify major accomplishments of the council and identify activities for review in the fall.
5. Graduation rates were discussed.
6. National Survey for Student Engagement (NSSE) information will be available to campus stakeholders in the fall.

3) Report from the Communication Task Force (Michael Noll):

1. Both Faculty/Staff and Student communication surveys are ready for pilot testing. The Faculty/Staff version is ready for testing and the Student version will undergo one more round of review with minimal changes expected.
2. Surveys will be pilot tested over the summer. Feedback will be used to inform the editing and finalization process.
3. Management Information Systems has agreed to put the final versions of the surveys on BANNER. Institutional Research will perform the data analysis.
4. Significant changes were made in the initial draft of the surveys. One Faculty/Staff question was removed. Financial questions differ between surveys.
5. Blazenet as a tool to improve communication at VSU was discussed. Education of faculty, staff, and students may increase the use of this product on Campus.



This was the final meeting of the IPC for the 2004-2005 academic year. In 2005-2006 Michael Noll will move to the position of Past Chair and Richard Schmertzing will serve as chair. Blake Pearce, Alan Bernstein, and Fred Ware will rotate off the committee.

**Report to the Faculty Senate**  
Strategic Communication Task Force  
April 20, 2005

Present: Jason Adams, Linda Bennet-Elder, Michael Capece, Donna Cunningham, Marsha Krotseng, Patrick McGuire, Michael Noll, Walter Peacock and Paul Vincent.

Attachments: Exhibit A – Agenda  
Exhibit B – Memorandum and Proposed Budget for an Internet Map Server  
Exhibit C – Survey on Communication, Faculty-Staff Version  
Exhibit D – Survey on Communication, Student Version

Meeting was called to order at 3:35 pm. by the Chair, Michael G. Noll.

Addressing the first item on the Agenda, the Task Force members heard a report from Dr. Paul Vincent on the proposal for an Internet Map Server called Arc IMS, which would display the physical plant of the University, with interactive features and historical data. The proposed IMS would generally inform the public about VSU's growth over time, its current facilities, and future projects, particularly in connection with VSU's pending centennial in 2006, and would also generally support the University's master plan.

During discussion, the Task Force members agreed that the proposal was both exciting and daunting, and Dr. Vincent agreed that certain content should not be displayed for security reasons. It was moved by Cunningham, with second by Adams that the proposal be approved by the Task Force, and that Dr. Vincent be directed to proceed to acquire funds and personnel for the project. Motion approved. Motion passed.

The Chair, addressing item 2 on the Agenda, the composition of the surveys to be taken on communication and communication structures, advised the Task Force members of the recommendations by members of the Institutional Planning Committee, which recommended that two different surveys be composed, one directed to faculty and staff, and another directed to students, as the relevant questions might be different for each. The Chair then suggested that the Task Force first review the faculty-staff version of the survey.

Over the next hour or so, the Task Force members reviewed and revised the language in several respects, fine-tuning the survey content and language to improve the information to be acquired by the survey. (At 4:00 p.m., Krotseng and Peacock left to go another meeting requiring their presence.) Upon completion of the suggested changes to the language of the faculty-staff survey, it was moved by Capece, with second by Bennet-Elder, to approve the faculty-staff survey, as amended, and to authorize the chair to make the changes discussed. Motion passed.

The Task Force then turned its attention to the student survey, adopting many of the same changes made to the faculty-staff survey to this student survey, and crafting language for student

concerns which were not otherwise addressed. Upon the completion of this work, it was moved by Capece, with second by Adams that the student survey be approved, as amended with the ideas discussed by the Task Force, final language to be worked out between Chair Noll and Student Government Association representative Adams.

The Chair noted that it would not be possible this close to the end of the spring semester to administer the surveys during spring semester as originally planned, and suggested that the Task Force adopt a proposed Fall Semester timetable for the surveys. Following discussion of the proposed timetable, the Task Force as a whole authorized the Chair to make the final changes to the surveys, and to proceed with test surveys as soon as practicable, to be completed over the summer. It was further agreed that if the test surveys reveal any difficulties with the questions posed, the Task Force will meet again to make further changes before administering the surveys during Fall Semester, 2005.

Having considered and disposed of the need for another meeting in May, the Task Force, having no other business before it, adjourned at approximately 5:05 pm., with the thanks of the Chair.

Respectfully submitted,

Donna J. Cunningham, Secretary  
Communication Task Force

**RECOMMENDATION from the Faculty Affairs Committee *On the Question of the Disposition of Unsolicited Textbooks from Publishers.***

**Recommendation:** According to US Postal Law unsolicited material (e.g., textbooks) sent to an individual at a place of business is the sole property of the individual. Therefore the university cannot prohibit faculty from selling textbooks. However, in keeping with the spirit of teaching, to help sow the seeds of knowledge wherever possible, it is recommended that faculty donate unwanted textbooks to students, libraries, or countries in need, rather than to sell these textbooks to book buyers for personal gain.

**Background:** It has come to the attention of the administration that some faculty sell textbooks to book buyers who frequent our campus. We want to alert everyone that if a faculty member solicits a textbook from a publisher, the book is not considered a personal gift under Postal Law, and it is not legal to sell such a book. On the other hand, if the textbook is unsolicited, the faculty member is within the law to dispose of the book in any manner. However, we wish to encourage faculty to consider other means of recycling these books.

2004-2005 Annual Report  
of the  
**Academic Scheduling and Procedures Committee**

**FACULTY SENATE  
VALDOSTA STATE UNIVERSITY  
STANDING COMMITTEES OF THE SENATE AND THEIR SUBCOMMITTEES  
2004-2005**

**Academic Scheduling and Procedures**

Brenda Dixey (COE) 2002-2005	Luis Bejarano (A&S) 2003-2006
Marty Williams C, Sen. (A&S) 2003-2006	Debra Baker (CON) 2004-2007
Jin Wang CE, Sen (A&S) 2004-2007	Tim Reisenwitz (COB) 2003-2006
Marc Pufong (A&S) 2003-2006	Will Pollard (A&S) 2004-2007*
Sherrida Crawford (LIB) 2002-2005	Karin Murray (COA) 2004-2007
Sue Worth PC, Sen. (COE) 2002-2005	Rich Vodde (SW) 2002-2005

Students:

ex officio:

Chuck Hudson, Registrar  
Walter Peacock, Director of Admissions & Enrollment Management  
Honey Coppage, Assistant to the Vice President for Academic Affairs  
Rob Kellner, Director of Auxiliary Services  
Herbert Reinhard, Director of Athletics  
Joe Mattachione, Director of Housing and Residence Life  
Michael McKinley, Chair, Council of Staff Affairs

The Academic Scheduling and Procedures Committee of the Faculty Senate met on October 7, November 11, March 3, and April 7. Minutes of these meetings have been placed on file in the archives at Odum Library.

During the 2004-2005 academic year, the Committee addressed the following issues:

***1) Discussed revising the finals schedule to allow more time, while eliminating "dead day."***

The committee was tasked with evaluating a request to change the finals schedule to allow more time for grading and to eliminate very late evening finals. The revised schedule would require the elimination of dead day to meet other USG-mandated academic scheduling requirements. Chuck Hudson set up a poll on Banner to survey student and faculty attitudes toward such a schedule change. Poll results indicated a strong preference to maintain the finals schedule with dead day. The committee recommended to the Faculty Senate that the finals schedule be unchanged, and the Senate body affirmed this recommendation.

***2) Academic calendar 2006-2007***

At the March meeting the committee voted to submit a schedule for 2006-2007 to the senate for approval. The senate approved the calendar, attached below.

**3) *Received instruction on Banner calendar features***

Sherrida Crawford arranged an in-service for the committee in order to make the committee aware of the various features and functions of the Banner calendar for the purpose of facilitating the committee's use of this feature for planning and scheduling in the future.

**4) *Consideration of request to allow Dean's list students to receive priority registration.***

The request was made after the final meeting of the committee and will be taken up in fall. However, we did gather data to support fall deliberation. Chuck Hudson reports that 1771 students were on the Dean's list for fall semester, 2004. Next year we will assess the potential impact of granting Dean's list students priority registration rights.

Submitted May, 2005  
Marty Williams, Chair

Dates For Fall 2006 through Summer 2007

FALL 2006

Mon, Aug 14	First Class Day
Mon, Sept 4	Labor Day
Fri, Oct 6	Midterm
Mon-Tues, Oct 16-17	Fall Break
Wed- Fri, Nov 22 – 24	Thanksgiving Holidays
Mon, Dec 4	Last Class Day
Tues, Dec 5	Exam Prep Day
Wed- Fri, Dec 6- 8	Exams
Sat, Dec 9	Graduation

SPRING 2007

Mon, Jan 8	First Class Day
Mon, Jan 15	MLK Holiday
Fri, Mar 2	Midterm
Mon- Fri, Mar 12 – 16	Spring Break
Mon, Apr 30	Last Class Day
Tues, May 1	Exam Prep Day
Wed- Fri, May 2 –4	Exams
Sat, May 5	Graduation

SUMMER 2007

Maymester	
Wed, May 9	First Class Day – Mayterm
Fri, May 18	Midterm for Maymester
Mon, May 28	Memorial Day- Holiday
Wed, May 30	Last Class day – Mayterm
Thur, May 31	Maymester exams
Summer II (full term)	
Wed, Jun 6	First class day
Fri, Jun 29	Midterm
Wed, Jul 4	Holiday
Wed, Jul 25	Last Class Day
Thur- Fri, Jul 26 – Jul 27	Exams
Sat- Jul 28	Graduation
Summer III	
Thur, Jun 7	First class day
Tue, Jun 19	Midterm
Thur, Jun 28	Last class day
Fri, Jun 29	Exams
Summer IV	
Mon, Jul 2	First class day
Wed, Jul 4	Holiday
Fri, Jul 13	Midterm
Tues, Jul 24	Last class day
Wed, Jul 25	Exams
Sat, Jul 28	Graduation

**Academic Honors and Scholarships Committee  
Annual Report for 2004-2005**

The Academic Honors and Scholarship committee met four times during the 2004-2005 academic year. Committee business was also covered via email meetings.

1. Letters and certificates were mailed to the First Year and President's First Year Scholars.
2. The University System of Georgia Academic Recognition Day Award recipient was selected.
3. The 2005 Annie Powe Hopper Award recipients were selected.
4. The Academic Honors and Scholarships web page was updated. A new electronic form was created for online submission of all college and departmental award information for the VSU Honors Day ceremony.
5. VSU Honors Day 2005 was held on Wednesday, April 13<sup>th</sup>. The modifications made over the past two years were continued. Individual colleges were encouraged to host honors ceremonies for college and department awards. The committee also decided to create posters that could be displayed on campus to remind everyone to attend Honors Day. Dr. Brian Adler was selected as the outstanding faculty representative to speak at Honors Day.
6. Committee members assisted Wanda DeWeese and Angie Culbreath in selecting recipients for the VSU Foundation Scholarships.

## **ATHLETIC COMMITTEE 2004-2005 Report to Faculty Senate**

**The Athletic Committee held one meeting during the 2004-2005 academic year.**

No agenda items were sent to the committee from the Senate; however, members of the committee expressed a need to discuss the “**committee’s responsibilities and academic advising.**”

### **Committee Responsibility Discussion:**

The focus of the discussion was to explore the relationship of the athletic committee to the athletic department, specifically in the area of shared governance.

Mr. Reinhard reported that he did not know how the committee could be more involved and help because there were not any issues to deal with. In addition he reported that 65% of our student athletes had a 3.0 GPA and the average GPA for athletes at VSU is 2.8. At times athletes are run into problems with lack of available classes (section) even with early registration. The situation is slowly changing with increased enrollment.

**The Senate Executive Committee may need to follow up on the issue:** The VSU American Association of University Professor Chapter verbally requested more sharing of governance between the senate (athletic committee) and the athletic department. In the spokesperson’s opinion the athletic committee is not involved enough and has no information about the basic year to year operation of the athletic department (athlete retention and grades, budget, number of athletic scholarships and their use, advisement etc.)

### **Academic Advising:**

From time to time some departments have had problems with the advising done by the athletic department. Students were incorrectly advised and flags were lifted when it was not appropriate. The committee suspects that there are more cases than we know; however, the last case that was brought to our attention was from Sociology Department when a professor complained (October, 04) about repeated incorrect advising of his students by one of the advisors from the athletic department. The other example was from Fall 03 when a football player took only **one** academic class in fall 2003, and then took **17 hours** in spring 2004 with the result that he only passed with a C one of the courses that he took.

Mr. Reinhard reported that there should not be a problem with advisement anymore because the particular advisor will not advise any more. However, he will keep his power of lifting any flags.

Respectfully Submitted,

Dr. Jiri Stelzer, Chair, Athletic Committee



Faculty Development & Research Committee  
Report to Faculty Senate  
May 19, 2005

Faculty Development

Beginning funds	\$100,000
Received additional funds	50,000
Total	\$150,000

As of April 14, 2005 funds awarded \$130,700

Awards by College/Division:

College of the Arts	56
College of Arts and Sciences	80
College of Business Administration	22
College of Education	94
College of Nursing	7
Odum Library	5
Social Work	8

Faculty Research

Beginning funds	\$25,000
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(All funds were expended)

Student Services Committee  
Report to Faculty Senate  
May 19, 2005

The Student Services Committee did not meet this year. The Chair, Wilson Huang, did receive a suggestion to replace the term handicap with the term disability on the VSU Equal Opportunity Statement. The suggestion has been forwarded to the Senate and is remanded to the Minority and Diversity Affairs Committee. The Student Services Committee has a Student Financial Aid Sub-Committee that meets five times per year. The purpose of this committee is to evaluate students' appeals who have lost their financial aid due to academic issues. This past year a total of 35 appeals were heard and 8 of the appeals were approved.

## TECHNOLOGY COMMITTEE 2004-2005 Report to Faculty Senate

### Two meetings of the Technology Committee were held during the 2004-2005 academic year.

No agenda items were sent to the committee from the Senate; however, members of the committee expressed a need to discuss VISTA implementation, representation of the committee on the Student Technology Fee Committee, and an anti-plagiarism program.

#### Re: Student Technology Fee Committee

**Background:** Joe Newton provided an update on the work of the Student Technology Fee Committee. The BOR requires all funds to be directed to improving teaching and learning. Much of the money is utilized for upgrading and maintaining computer labs and classroom facilities. Each College will receive an appropriation. The projected fees for the year were estimated to be \$980,000. Details of the appropriations were being developed. The Technology Committee has a standing member on the Student Technology Fee Committee (STFC). In the past the representative was the chair of the Senate Technology Committee (STC).

**Action Step:** The STC agreed that one year terms on the STFC were not as beneficial as 3 year terms could be for the STFC. Therefore, to provide continuity and more informed input on the STFC, a representative of the STC, who is beginning the first of 3 years on the STC, was chosen to serve on the STFC for his entire term on the STC. A note was sent to the chair of the Committee on Committees requesting this member serve all 3 years of his term on the STC.

#### Re: Vista Implementation

**Background:** Lorraine Schmertzinger began the discussion of VISTA by presenting a letter from the Curriculum and Instructional Technology Department Head outlining the department's concerns about the implementation timeline for VISTA. Ezra Freelove and Joe Newton explained many of the advantages of Vista and also informed the committee WebCT was no longer being supported and therefore the immediate transition to VISTA was imminent.

**Action:** A request was made to have a phased transition from WebCT to VISTA with the option of running the two concurrently for a semester. This would enable instructors to complete course design in a more realistic time. In that no quorum was present no official resolution was adopted. However, the Information Technology folks made it possible to run both course shells spring 2005. Furthermore, a Vista Advisory Committee was formed out of the Office of Academic Affairs and both, the current chair of the STC and the chair-elect of the Senate Technology Committee serve on the Vista Advisory Committee.

#### Anti-plagiarism Program

Lawrence Etling announced that VSU had not elected to request an anti-plagiarism program available throughout Georgia. No action was taken.

Respectfully Submitted,  
Lorraine Schmertzing, Chair, Senate Technology Committee

## Facilities Progress Report to the Faculty Senate

Thursday, May 19, 2005

Valdosta State University in keeping with one of our Master Plan's strategic goals is taking the first steps toward making the campus pedestrian-centered. During the next few weeks several significant projects which reflect this goal will materialize. The projects will make our campus safer, more beautiful, and foster our concept of a living/learning environment. These projects have had the guidance not only of professional designers and architects but also of the Environmental Issues Committee of the Faculty Senate, chaired by Dr. Eneida Pugh.

Unfortunately, pedestrians will be inconvenienced during the construction of the projects, but safety will remain our utmost concern. Alternative pedestrian routing around each project will be available. Maps and drawings will be on our website.

**Admissions/ Auxiliary Services Parking Lot and Ornamental Fence**

Thirty-four new parking spaces have been created in this existing parking area for faculty and staff, bringing the total number of spaces available there to 85. The new spaces will be usable as soon as they are marked "Staff/Faculty" which should be within the next week. This lot will feature VSU's new ornamental fence design.

*Timeline: The lot itself is finished; the fence will be constructed over the next sixty days.*

**Nevins Hall Parking Lot**

The current parking in front of Nevins will be expanded to include a total of 99 parking spaces for faculty and staff. This gated lot will be fully landscaped and feature night-sky sensitive lighting, brick walkways, a gazebo, and bermed planting beds. Walkways will guide pedestrians from Patterson Street around the lot to Nevins and West Halls.

*Timeline: Construction will begin in late June with anticipated completion by the start of Fall Semester. During construction of this lot faculty and staff are requested to use the Admissions/Auxiliary Lot, the Alumni House Lot, and the parking available on Georgia Avenue. In the unlikely event that you must park at a distance, please remember that VSU's shuttle service will be operating. Faculty and staff with special parking needs should contact Parking and Transportation.*

*Note: We will be eliminating a total of 127 parking spaces in the areas surrounding West Hall and in front of Nevins; however, 33 new spaces will be added; making/or a net gain of 6 spaces.*

**Pedestrian Mall**

The existing Blazer Boulevard will become a pedestrian mall with only emergency vehicular traffic permitted. Inlaid brick pavers, indigenous flora (Thank you Richard Carter!), fountains, and seating areas are the basic features. Night-friendly lighting with 100% cutoff fixtures will be installed.

*Timeline: Construction will begin in late June with anticipated completion in December.*

**University Center (interior renovations)**

This project will renovate existing meeting areas, create new meeting areas, and refurbish corridors.

*Timeline: Construction begins July 1 with completion by November.*

Please watch for two other major projects: 1. the **Sunset Park Athletic Complex** providing intramural playing fields and 2. the SPLOST-funded **Multi-use Trail** which follows One~Mile Branch through the campus. Construction will begin within the next three weeks.

**Special Note:** Valdosta State University will open bids this month on a new, state-of-the-art security camera system which will enhance overall campus safety and security.

*Timeline: Installation begins in July and is scheduled to be completed by November.*

*Respectfully submitted,*

*James L. Black*

*Interim Vice President for Business and Finance*

## **TREE PRESERVATION AND MAINTENANCE POLICY OF VALDOSTA STATE UNIVERSITY**

### **I. Preamble**

As the leading center for higher learning in south Georgia, Valdosta State University recognizes its obligation to preserve and manage an abundance and diversity of trees on campus for the benefit of the public and future generations of students. By its example of environmental stewardship, the University will take the lead in promoting and developing a sound preservation ethic for the region's natural heritage. Included among the many benefits of preserving trees on campus and promoting additional plantings are: (1) improved air quality; (2) noise abatement and temperature amelioration; (3) mitigating the natural processes of water runoff, erosion, and sedimentation; (4) shading and consequently energy savings; (5) education; (6) aesthetics; (7) historical significance, and (8) intrinsic value.

### **II. Scope**

All trees on campus, particularly species native to south-central Georgia, are to be preserved and managed in such a way as to minimize damage and prolong their life. Especially important are stands of mature native trees and native species no longer abundant on campus or in the area. Existing trees should not be removed for merely aesthetic, design, or landscaping reasons. Long-term plans should promote new plantings that will increase the diversity of native species, contain more canopy species, and enhance fall color.

### **III. Special Management Zones**

Special zones on campus established to protect and manage critical, or sensitive, areas of mature trees include the following: 1) the entire stand of mostly mature longleaf pine, between Patterson and Oak streets, stretching southward onto the main campus. This stand, in particular, which pre-dates the settlement of Valdosta and contributes substantially to the unique character of the VSU campus, is especially vulnerable to slight changes in environmental conditions; 2) stands of mature native trees along One-mile Branch, especially near Patterson St.; 3) the mature mixed woodland at north campus bisected by Two-mile Branch; and 4) the dense woodland/swamp west of Sustella Ave. parking lot. Practices to be avoided in these zones include (a) trenching, filling, or other soil disturbances, including unabated erosion; (b) repetitious driving or operation of heavy equipment over the ground; (c) parking of vehicles or heavy equipment or storage of materials; and (d) paving or introduction of impermeable surfaces on the ground. These and other activities resulting in soil compaction, root damage, and depletion of air and water supply to the roots should be avoided. Also, it must be recognized that thinning of groves, especially pines, increases susceptibility of remaining trees to storm damage.

### **IV. Preventive Maintenance and Care of Existing Trees**

Prevention of tree damage or disease must be an ongoing commitment, particularly of older, still-healthy trees. Such prevention may necessitate pesticide treatment and reconstruction and rerouting of pavement or other physical structures so as to enhance and prolong a tree's vigor and reduce susceptibility to disease and weather damage; [or it may necessitate aeration of soil within the drip line of trees where compaction has occurred; or it may necessitate bedding of individual trees or groups of trees to prevent future physical damage and soil compaction by mowers and other vehicles or equipment.](#) [These duties and other duties outlined in this Section will be the responsibility of the Assistant Director for Grounds of VSU Plant Operations, working cooperatively with the Campus Beautification and Stewardship](#)

[subcommittee of the Faculty Senate's Environmental Issues Committee](#). When renovation or construction occurs on campus, the driplines of nearby trees should be cordoned and contractors forbidden to store equipment and building supplies within the cordoned area. The cordoned area should be demarcated by a 4-foot high fence completely surrounding the tree or group of trees and at least ten feet outside the trunk of each tree or the outer perimeter of trunks of the group of trees. Specific language to this effect should be written into every private construction contract on the VSU campus, as should penalties for violating these provisions and required remedial actions to mitigate any losses of trees not approved for removal (see Section VII).

## V. Campus Planning to Minimize Tree Loss

As the campus continues to undergo development, special consideration must be given to the design and placement of new buildings to minimize the loss of trees. Landscape aesthetics or design preference should not take precedence over tree preservation. The time to look at existing trees is before siting decisions are made, i.e., during or before the Pre-Design Phase of new projects. Also, landscaping associated with new buildings should be designed to replace as closely as possible the number and the species that were lost to construction so that no net loss of trees occurs. This policy affirms the preservation aspects of the 1999 VSU Master Plan, in which the special management zones herein established in Section III have been identified as Permanent Open Space/Trees and further requires that any new properties added to the campus undergo the same tree-loss minimization planning with regard to new construction. [Requirements of this Section will apply to the VSU President, Chief Planning Officer, Vice Presidents and Directors, and any other administration officials involved in planning for new developments or renovations; these administrators shall work in consultation with the Campus Beautification and Stewardship subcommittee of the Faculty Senate's Environmental Issues Committee whenever they are involved in planning for any of the above stated developments.](#)

## VI. Prior Consultation Requirement

This policy mandates that the Campus Beautification and Stewardship Subcommittee (CBS) of the [Faculty Senate's Environmental Issues Committee](#) be invited [by the President or his designee](#) to [attend](#) and [to be](#) involved in all Pre-Design Phase and Design-Phase meetings--involving the VSU Administration, campus planners, state officials, and private contractors—during which any decisions can and will be made affecting the fate of campus trees. This policy also designates CBS as the consultative body to be integrally involved in environmental, historical, and cultural impacts reviews of proposed campus projects as mandated by the Georgia Environmental Policy Act of 1991 (Georgia Code Title 12, Chapter 16).

Whether due to major or minor construction or renovation, or any other causes, before any individual trees are removed or any plans are finalized for tree removals or for construction or other activities that may result in tree removal or could potentially damage trees, [the Assistant Director for Grounds of VSU Plant Operations](#), and/or [an](#) appropriate representative of the VSU administration [designated by the President](#) must seek the consultation and recommendations of the Campus Beautification and Stewardship Subcommittee of the Environmental Issues Committee, except in emergency situations, where imminent damage to property or individuals is involved. In the latter event, the subcommittee is to be immediately notified by [the Assistant Director of Plant Operations for Grounds by](#) e-mail of the action to be taken. Reasons to be considered as valid for proposed tree removals will generally include only the following: (1) prevention of the impending spread of disease by the affected tree; (2) likelihood of imminent damage to property; (3) existence of a threatening safety hazard to individuals; and (4) any unavoidable constraints of construction or renovation that remain after completion of the planning and consultation requirements as specified in Sections V and VI.

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## VII. Monitoring and Enforcement

The VSU [President or his designee](#) shall ensure that any trees scheduled to be removed after consultation as specified in Section VI be clearly marked a suitable period of time before their scheduled removal and

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the Campus Beautification and Stewardship Subcommittee be notified and given the opportunity to inspect the marked trees before removal. For any construction projects, the VSU [President or his designee](#) shall periodically throughout the duration of the construction make arrangements for the Campus Beautification and Stewardship Subcommittee to inspect the site and ensure that the protection provisions specified in Section IV are being observed. If they are not being observed, the VSU [President or his designee](#) shall immediately report the failure to the contractor and Georgia State Finance and Investment Commission official. Failure to remedy the problem within one business day will constitute a violation of the contract provisions and trigger assessment of a penalty. Destruction or life-threatening damage to any tree not previously identified for removal in accordance with Section VI will be subject to damages to be paid by the contractor, not out of state funds, into a tree-bank fund to be administered by the Campus Beautification and Stewardship Subcommittee for replanting efforts on campus. We urge the Board of Regents to determine the dollar amount of damages to be paid by the contractor at the completion of the project, in consultation with a recognized University System of Georgia authority on urban forestry, on a per-tree basis, being equal to the aesthetic, scientific, ecosystem-services or commercial value of the tree(s), whichever is highest. We urge the Board of Regents to ensure that all contractors for work on the VSU campus abide by this Tree Preservation and Maintenance Policy of Valdosta State University. Willful and/or repeat violations of this policy by any VSU employee will constitute cause for disciplinary action, possibly including suspension or termination, as specified in Section 806 of the VSU Personnel Policies Manual.

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Amended and Passed by VSC Faculty Senate: May 27, 1993

Adopted as VSU Policy July 27, 1993, according to VSU Statutes, Chapter 4, Article I, Section 3.

Revised and Amended by Environmental Issues Committee: 9 May, 31 May, and 2 Nov. 2000

Amended and Passed by VSU Faculty Senate February 15, 2001

Adopted as VSU Policy April 16, 2001, according to VSU Statutes, Chapter 4, Article I, Section 3.



MEMORANDUM

TO: Envir. Issues Cmte., VSU Faculty Senate

FROM: Campus Beautification and Stewardship subcommittee

RE: Resolution: Amendment to the VSU Master Plan

DATE: 4 December 2004

In order to clarify the intent of the designation of "Special Management Zones" in Section III of the 2001 VSU Tree Preservation and Maintenance Policy, which were also identified in the 1999 VSU Master Plan as "Permanent Open Space to be Preserved" and to further define these areas for inclusion in the 2004 VSU Master Plan, we propose that the following areas, subject to a complete survey, be officially designated for preservation in the Master Plan, according to the following ranked priorities:

- I. Priority 1.-- the Heritage Pines grove, which includes the Jewell Whitehead Camellia Trail, and is bounded on the north by Georgia Ave., on the east by Patterson St., and on the west by Oak St., and is specifically shown in the attached map;
- II. Priority 2.-- a) forested floodplain areas, b) forested wetland areas, c) other significant stands of mature trees (e.g., loblolly pines on SW corner of North Campus property).
- III. Priority 3.-- all other areas of campus.

Priority 1 areas will be kept intact and officially designated as Permanent Open Space to Be Preserved. Priority 2 areas should be managed carefully so as to maintain their natural features and developed minimally. They should be considered as development sites only to the extent allowed by state and federal law, and only after suitable Priority 3 areas are exhausted. Special care should be taken with trees in Priority 1 and 2 areas, as stipulated in the VSU Tree Preservation and Maintenance Policy (TPMP), Section III, "Special Management Zones." Master Plan site maps should be updated to reflect these priorities as well as the "Tree-loss Minimization" priorities mandated in Section V of the TPMP. For instance, for new building placement on North Campus, Options 1 and 2 (2004 Master Vol. II, Sect. V) should be designated as the preferred options over Option 3.

These recommendations approved by Environmental Issues Committee 1/13/05



25 January

Attachment #13

Heritage Pine Grove: remnant of original forest of longleaf pine, trees aged 130-300 years old.

Native plant restoration landscape project (2002).

Jewell Whitehead Camellia Trail (estab. 1944).

Opening stanza of *The Alma Mater of VSU*: "*mong the stately pines of Georgia, glorious to the view...*"

From 2004-05 VSU Undergraduate Catalog, page 8, "Location of the University." (italics added) "The campuses of VSU are recognized for their exceptional beauty. Flowering plants include a variety of camellias, azaleas, redbud and dogwood palms and oaks spaced throughout the landscaped grounds."

"The Jewell Whitehead Camellia Trail is believed to be the *only such trail on a university campus in the nation*. Located on the Main Campus, more than 1100 camellias of many varieties form a *winding trail through the towering pines*. It was a Christmas gift to the university from the late Mr. and Mrs. R.B. Whitehead of Valdosta."

(The above text also appears in the 2004 VSU Master Plan, Vol. I, Section I, Part 1.3, page 4).

Members and Visitors present:

R.M. Zaccari, President  
L. Levy, Vice President, Academic Affairs  
M. Meacham, Executive Secretary  
J. Samaras, Parliamentarian

\*Indicates the individual assigned a proxy

Ex-Officio Senators:

J. Black                    K. Keppler  
S. Sikes                    J. Gaston  
L. Calendrillo            P. Gunter  
K. Stanley                A. Hufft (absent)  
\*B. Adler                 \*G. Gaumond  
N. Argyle (absent)      M. Giddings

College of the Arts:

M. Schmidt                L. Indergaard (absent)  
J. Bowland (absent)    \*M. Eaves  
M. Savoie                 \*E. Nielsen  
F. Barnas (absent)      J. Brashier (absent)

College Of Arts and Sciences:

D. Boyd                    \*J. LaPlant                \*M. Stoltzfus              C. Johnson (absent)  
C. Meyers (absent)      C. Whiting                J. Samaras                C. Barnbaum  
W. Huang (absent)      C. James (absent)      G. Macheski              M. Noll  
E. Pugh                    J. Whitehead (absent)   M. Williams               \*R. Carter  
A. Lazari (absent)      A. Aronson-Friedman (absent) B. Bergstrom            M. Davey (absent)  
C. Tillman                J. Wang (absent)

College Of Business Administration:

F. Ware                    A. Reddy                    \* L. Marshall              C. Tori  
B. Caster

College of Education:

S. Andrews                D. Briihl (absent)      B. Johnston (absent)    K. McCurdy  
S. Worth (absent)        \*I. Ellis                    C. Hudson (absent)      K. Hinkle (absent)  
L. Minor                    L. Schmertzling          J. Stelzer                  M. Fenster  
J. Hummel (absent)      D. Leech                    \*K. Ott                      R. Schmertzling

College Of Nursing

L. Floyd (absent)        L. Bell

Division Of Social Work:

M. Meacham

Odum Library:

M. Puffer-Rothenberg (absent)      \*E. Yontz

Proxies:

David Boyd for Michael Eaves  
Linda Calendrillo for James LaPlant  
Mark Fenster for Iris Ellis  
Marty Giddings for Brian Adler  
Mike Savoie for Eric Nielsen  
Fred Ware for Leisa Marshall  
Brad Bergstrom for Richard Carter  
Shirley Andrews for Elaine Yontz  
Jiri Stelzer for Kenny Ott  
Marty Williams for Mike Stoltzfus  
Richard Schmertzling for George Gaumond

**Student Government Association** (non-voting)  
President of the SGA: Jason Lewis (absent)

**Visitors:**

Traycee Martin, Financial Services

Meredith Lancaster, Campus Safety

Bob Bell, Plant Operations

Bob DeLong, Campus Safety

Bobby Flowers, Council on Staff Affairs

Scott Doner, University Police

Tim Yorkey, Organizational Development & Training and Council on Staff Affairs

Larry Leonard, Financial Computing Services

Walter Peacock, Admissions

Marsha Krotseng, Office of Planning

Bill Filtz, Business Services