

Council of Department Heads

Minutes for October 27, 2010

Members Present: Bob Bauer (Psychology and Counseling), Jim Baxter (Chemistry), Fred Downing (Philosophy and Religion), Carl Cates (Communication Arts), Ed Chatelain, (Astronomy, Physics, Geosciences), Robert Gannon (Biology), Mike Griffin (Kinesiology and Phys. Ed.), Don Leech (Curriculum, Leadership and Technology), Ashok Kumar (Mathematics and Computer Science), Reynaldo Martinez, Jr. (Adult and Career Education), Corine Meyer-Jennings (Communication Speech Disorders), A. Blake Pearce (Art), Jim Peterson (Political Science), Paul Riggs (History), Darrell Ross (SOCANTHCJMFT), James Schrader (Music), Mark Smith (English), Viki Soady (MCL), Barbara Stanley (Middle, Secondary, Reading and Deaf Education), Len Weld (Accounting and Finance).

Attendees: Tracy Woodard- Myers (Women's and Gender Studies), Ofelia Nikolova (Honors Program)

Guests: Dr. Phil Gunter, Honey Coppage.

I. Council Chair Martinez called the meeting to order at 4:02 p.m. and welcomed the guests listed above. Introductions were made around the table for the benefit of attendees Tracy Woodard-Myers and Ofelia Nikolova.

II. The minutes of the meeting of September 29th were approved.

III. Interim Provost Phil Gunter Addressed the group:

Re: Buildings.

- The Psychology unit is moving apace.
- Jennett Hall will be ready for classes in the Fall 2011 semester.
- The Bailey Science extension and the renovations to Ashley are scheduled to begin soon.
- Architects' drawings for the Health Sciences/Business Administration building will soon be ready for presentation to faculty for input.
- Jennett Hall should be completed by March 2011.
- The Budget Committee is currently planning for the 10% reduction model for 2011. There is some optimism that it may be less.

Academic Leave With Pay.

- The Deans Council and the Vice-Presidents are finished with the proposal.

- The proposed policy was distributed to the Council for our comments.
- In response to a question, Interim Provost Gunter indicated that leaves may be requested for Fall, 2011, with submission due in January.

Changes in Regents Testing

- The USG Board of Regents has requested that each university develop an alternative plan to replace the Regents testing. VSU has proposed that all students complete a research essay in ENGL 1102 that will be graded to a rubric.
- The rubric was presented to the Council by Mark Smith, English Department Head.
- The proposal must go to the Board of Regents for approval. If approved the essay assessment will be introduced in Fall 2011.
- A passing grade in ENGL 1102 will indicate that a student has passed the requirement.
- The data gathered will be used for research to strengthen writing skills.

Council Chairman, Rey Martinez requested comments from CDH members by Wednesday, October 3, on both the proposed Leave with Pay policy document and the new design for eliminating Regents' tests and replacing them with the model presented for ENGL 1102. He will then forward the comments to Interim Provost Gunter.

Interim Provost Gunter then addressed the latest developments on the State Budget.

- The reduction appears to be in the 4-4.5% range.
- In light of this relatively good news, the Planning and Budget Committee (PBC) has released funds to restore all funding pools to their original levels.
- Additionally, \$900,000.00 is available for one-time projects such as the digital projector for the Planetarium and for re-equipping teaching labs in the Bailey Science Center.
- There be will additional funds for instructional equipment and for the major scientific pool.

Prof. Soady inquired whether the PBC could consider increasing Operating Budgets to departments as new faculty are hired. More money is needed for travel, telephones, and general increases in office supplies as faculty size increase. The Interim Vice-President indicated that there had been some discussion of this at the PBC but more was needed. Prof. Baxter requested that the Interim Vice-President assist in remedying the low temperature in some part of the Bailey Science Center. The Interim Vice-President indicated that he would contact Physical Plant.

IV. Report of the By-laws Committee.

- Chairman Cates presented an amendment to Article V to the effect that the CDH will meet in regular session on the last Tuesday of month and that adequate notice must be given by the Executive Committee for changes in meeting dates and times (approved on a motion from Leech/Riggs).
- References to the no longer existing University Council were removed from section 1.1.1 G (approved on a motion from Leech/Riggs).
- The By-Laws Committee was asked to meet again to deliberate the inclusion of “affiliated members” under section IV of the by-laws.

V. Report of the Core Curriculum Committee.

- Chairman Bauer reported that the Core Curriculum passed the Senate and is on its way to the BOR.
- Syllabi with revised outcomes and criteria will need to be created once the BOR passes the proposal.

VI. E-Learning Advisory Board Report.

- Representative Soady reported that VSU will cease to use Vista as it now exists in about 1.5 years (or sooner). The USG has posted an online survey to allow input on the characteristics of the next online instructional platform that should be adopted for the state system. She urged all Heads to fill out the survey and have their faculty do so as well.

VII. Search for Dean of the Graduate School and Asst. Vice-President for Research.

- Representative Leech reported that two candidates had been to campus with one to go. Comments and feedback sheets may be sent to James La Plant, Chairman of the search committee.

VIII. Provost and VP-AA Interview Schedule.

- Chairman Martinez reported that Heads would have an opportunity to have lunch with the four candidates in November and that he would check on how feedback sheets would be provided. Paper only? Or electronically?

IX. Civility Task Force

- Representative Gannon reported that the committee had met once and was still discussing its mandate.

X. Planning and Budget Committee Report

- Representative Riggs reported on the budget situation reiterating the facts presented by Interim Provost Gunter (above).
- Discussion then turned to more funding for departmental operating accounts and to how we will budget for summer teaching.

- Prof. Riggs indicated that there may be a formula or changes under consideration and that he will raise the issue at PBC.

XI. Other Business

- On a question from Len Weld, it was suggested that Russ Mast might have travel funds for students presenting at professional organizations.

XII. The meeting was adjourned at 5:29 p.m.

Respectfully submitted
Viki Soady, CDH Secretary