

**Minutes**  
**Council of Department Heads Meeting**  
**Valdosta State University**  
**August 28, 2012**  
**4:00 pm – 5:30 pm**  
**Auxiliary Services Meeting Room**

**Present:**

A. Blake Pearce, Michael Black, Attila Cseh, Ed Chatelain, Len Weld, Reynaldo L. Martinez Jr., Carl M. Cates, Paul Riggs, Andy Clark, Karla Hull, Sheri Gravett, Jim Peterson, Viki Soady, Chere Peguesse, Brenda Dyal, Fred Downing, Leon Pate, Mike Griffin, Doug Farwell, Mark Smith, Darrell Ross, Bob Gannon, Jim Baxter, Greg Harrell, Tracy Woodward-Meyers, Alfred Fuciarelli, William McKinney

**I. Welcome & Introductions**

**a. Introduction of new Department Heads**

Dr. Douglas Farwell (Music), Dr. Gregory Harrell (Math & CS), Dr. Peggy Auman (Early Childhood/Special Education), Dr. James Pate (Curriculum, Leadership, & Technology), Dr. Barbara Radcliffe (Middle, Secondary, Reading, & Deaf Education), Dr. Jackson Rainer (Psychology & Counseling), Dr. Brenda Dyal (College of Nursing)

**b. Recognition of appointments for Provost Search Committee and vice chair CDH.**

Bob Gannon, Provost Search Committee;  
Bob Gannon, Vice Chair of the CDH

**II. Consideration of March 27, 2012 Meeting Minutes .....**

No minutes available

**III. Dr. William McKinney - President Valdosta State University**

Dr. McKinney held an open discussion session. The following questions/statements were addressed:

- (1) Can our university financially support international faculty trying to get H1B visas? Pres. McKinney responded that we need to recruit and keep the best faculty. He said that supporting H1B visas is a minimal expense and expressed surprise that we did not pay for it. He saw this as something he could remedy right away and said that he would get back with us soon on this.

- (2) Can we start advertising in the fall for new positions? Pres. McKinney responded that ideally, yes. Waiting until the spring, we lose the best people.
- (3) The salaries of our administrative assistants are very low.

**IV. Dr. Karla Hull – Interim Provost/VPAA**

Discussed the following:

- How to document teaching effectiveness as part of P&T.
- How to support faculty.
- IT (instructional technology) is now reporting to the VPAA's office instead of the President's office.
- The Data Warehouse will provide much of the data needed for planning and reporting.
- Mike Savoy was named Interim Dean of the Honors College after closing the search. Will start new search within a month or so.

**V. Dr. Sharon Gravett / Assistant VPAA**

- Please ask faculty to complete surveys concerning faculty role and development.
- Discussed program review as a meaningful assessment for departments. Will be "closing the loop" to go beyond data gathering.

**Dr. Michael Black / Strategic Research and Analysis**

- Discussed institutional effectiveness, program review, accreditation

**VI. Dr. Alfred Fuciarelli – Asst. VP for Research / Dean Graduate School  
Large Lecture section GA assignments**

- Has allocated 49 graduate assistants to supersections this fall, up from 30 last fall.
- Discussed graduate assistant positions for science labs
- Supersection graduate assistant positions pay less so they fill last and may not be in place until the first week of class.

**Dr. Hull**

- The stipend of \$1680 for supersections needs to be comparable to other graduate assistant positions (GSSA = \$10,000). Another issue is that graduate assistants taking a supersection are not guaranteed a position next semester.

**Andy Clark**

- Total enrollment is down 3%, while freshman enrollment is down 19%.

- Andy is now studying financial risk for students.
- Retention rate is down 10% from last year. First time, full-time freshman retained was 65% fall-to-fall. We want to see this figure at least in the mid-70's.
- The Data Warehouse is being used. 120 faculty logged in by the first day of class.
- The Data Warehouse has been expanded to show all students, not just freshman.

## **VII. CDH Bylaws and Constitution – Consideration and Discussion**

Some parts of the Bylaws and Constitution are incorrect, so they need to be updated. Appointed the Bylaws and Constitution subcommittee: Rey Martinez, Blake Pearce, Greg Harrell. The subcommittee will be on the agenda for the Sept. meeting.

**CDH Members Action:** Share with Dr. Martinez feedback/info related to the Bylaws and Constitution.

## **VIII. Institutional Risk Analysis – Consideration and Discussion**

We need to identify anything that is a risk to the institution not meeting its goals. It is due Sept. 28.

Members discussion: Faculty salaries, faculty salary compression, support for international faculty recruitment and retention, lack of resources, inefficiencies in processes for faculty as they are increasingly asked to do secretarial/clerical work, lack of discussion and agreement prior to changes at the institution that affect learning and/or scholarship.

## **IX. Appointment of Faculty Senate Liaison?**

Not addressed

## **X. Other Committee Reports / CDH representative Reports**

Planning and Budget Council: All of the \$200,000 in travel money that is allocated in the VPAA's office is not being spent.

## **XI. Other business**

None other addressed

## **XII. Adjourned**

Respectfully submitted,  
Greg Harrell