

Columbus State University
VPAA Council
Minutes of June 12, 2003 Meeting

Attending: Martha Saunders, Earl Bagley, Kathy Carlisle, Bill Chappell, Art Cleveland, Linda Hadley, Thomas Harrison, Terry Irvin (for Beverly Davis), Bill Johnson, Callie McGinnis, Terry Norris, Gina Sheeks, Mark Schmidt (for Jim Owen), and Carl Wallman

Guests: Lane Brooks, Frank Brown, Dana Larkin, John Lester, Todd Myrick, George Stanton

Dr. Saunders opened the meeting by thanking the guests for coming to present or be an audience for the proposed Freshmen Year Experience program. She called on Mr. Brooks, Ms. Larkin, and Mr. Myrick to talk about the program.

1. Minutes of the May 1, 2003 meeting were approved as presented.

2. **Freshman Year Experience – Mr. Brooks, Ms. Larkin, Mr. Myrick**

Mr. Brooks distributed copies of the program, “Cougar Way,” a proposed First Year Experience Program for Columbus State University. Lane presented the academic and retention portion of the proposal, the CSU vision statement, the Cougar Way vision statement and explained why a central, coordinated program would best serve the students and increase our retention rates. He listed the four major components of the program: Academic Transition and Culture, Social Transition and Culture, Residence Life Transition and Culture, and Mentoring. He talked about the components of the academic segment of the proposed pilot program.

Lane introduced Todd Myrick who talked about the Social Transition and Culture component of the program and those initiatives: New Student Orientation, Leadership Development, and Welcome Week.

Dana Larkin explained the Residence Life Transition component. Move-In Week and a monthly programming schedule are the initiatives of this component.

Todd talked about the Mentoring section of the program. These initiatives include: career goal establishment, shadowing, and the programming series.

A short question and answer period followed.

3. **Notification of Faculty Participation in Graduation Ceremony – Dr. Irvin**

Dr. Irvin expressed a faculty concern about those faculty who participate in graduation, but are not included in the list of those marching. She requested that the deans send to her by September 2, the names of their assistant marshals for fall and spring commencements, the name of the person who will compile the list of faculty participating in the graduations. She announced that the College of Arts and Letters will provide the commencement marshal for the January ceremony, effective July 1.

Discussion ensued concerning students being informed at graduation practice of unfulfilled obligations that would prevent them from marching at commencement. Dr. Wallman said that it was his understanding, after the last discussion of this topic, that this issue would be taken to the central administration. If they decide that financial obligations do not have to be met before diplomas are awarded, then what was previously decided would be changed and it will no longer be necessary to satisfy all financial obligations before a diploma would be presented. Kathy Carlisle stated that with no one available to clear up the obligation, she understood that a hold on their transcripts would be sufficient.

Dr. Saunders called for a clarification of the university's obligation and, if different, recommend a discontinuance of the policy that all financial obligations must be satisfied prior to receiving a diploma.

Dr. Hadley and Dr. Harrison opened a discussion of a chosen faculty member presenting special cords to the honors program graduates. This presentation blocks off the graduate following. They suggested this presentation could be made off stage. Dr. Wallman mentioned that he had received questions as to why graduates of the Servant Leadership Program were recognized. It was recommended that the Graduation Committee look into these topics and make some recommendations.

Dr. Irvin said that many graduates seemed to be wearing things that were extra items.

Dr. Cleveland suggested that the title of a master's graduate's thesis be included in the graduation program.

4. Faculty Planning Week Schedule – Dr. Wallman

Dr. Wallman had distributed the Faculty Planning Week schedule by e-mail. He announced a few changes. Dean Chappell requested that part-time staff be included in the Welcome Back Lunch. Dr. Wallman announced that all academic deans should stay for the entire new faculty breakfast session to participate in the question and answer segment. Other orientation sessions will be developed and announced. Dr. Hadley asked about the session on the Friday before Faculty Planning Week. Dr. Wallman clarified that this is the benefits orientation session held by Human Resources each fall. The schedule was approved.

General Announcements-Dr. Saunders

- a. Dr. Saunders announced the VPAA Retreat will be on July 9. The planned overall outcome is to come to some agreement on strategic priorities. She requested that any ideas or topics for making the retreat successful be sent to her by e-mail.
- b. Dr. Saunders announced that she continues to meet weekly with the Presidential Debate Site Steering Committee. By the end of the summer, we should know where we stand in the selection process. The Leadership Columbus Alumni group has taken on the fund raising responsibility for this venture. CSU will be a host with the community, but will not participate in the fundraising due to our capital campaign. She has committed CSU, one of ten universities, for the American Democracy project, a collaboration between AASCU and the New York Times. The goal is to have an open dialogue with an objective of creating more civic-minded students who will return to their communities after graduation to vote and participate in volunteer activities. The program will kick off in the summer with a full-page ad in the *New York Times*. She will appoint people to help spearhead some campus initiatives.
- c. Dean Harrison asked about the downtown development project. Dean Chappell responded that the architects had been in town for three days to meet with the art and theatre faculties, and the theatre and safety consultants. He said everyone seemed to be impressed with the architects who are exclusively art education architects.

5. College/Unit Announcements

CARES – Ms. Sheeks

Registrations are going very well, up to almost 800 at this point with 1 ½ months left, compared to 720 at the end of last summer. The Career Academy is going very well.

College of Arts and Letters – Dean Chappell

Dean Chappell announced the return of Professor Sheeks to the College of Arts and Letters and the Department of Communication as the interim chair effective August 1.

CINS – Director Johnson

Director Johnson reported on a very successful move over the weekend of the data center into the new Center for Commerce and Technology building.

A new SPAM filtering process has been installed and should eliminate all mail that does not have a name at the beginning of the message.

He distributed copies of a memo sent to announce a campus pipeline information session on June 25 in the new ATCOB Auditorium. He encouraged the council members to attend.

Bill raised the topic of some employees having the capability to log on multiple computers at the same time with the same ID. He suggested looking at this and why it is being done. He asked the council to think about this issue and weigh the convenience to the faculty against the potential problems of multiple logons. He would like to address this at a future meeting.

College of Business – Interim Dean Hadley

Dean Hadley continued with Bill Johnson's multiple logon topic, stating that her faculty had requested multiple logon capability. Bill Johnson told her that eleven COB faculty have multiple logon capability. She feels that security will be a growing problem with multiple departments and colleges using the same computers and classrooms in the new building. Dr. Wallman asked for a definition of a "legitimate" reason for multiple logons. Dean Hadley gave some examples in her college. Dean Chappell asked Director Johnson to notify the deans of those who are approved for multiple logon capability. VPAA Saunders suggested that there could be a "sunset" provision on the permission after which a new approval would be necessary. Bill commented that he had walked past a faculty member's office with a computer on while the instructor was in the classroom creating a security problem.

Faculty Senate – Dr. Mark Schmidt

Dr. Schmidt announced that new Faculty Senate officers had been elected. Jim Owen is the new executive officer.

College of Science – Dean Cleveland

Dr. Cleveland reported that Florence Wakoko was notified this week that she had been approved to present her dissertation on June 24 at Ohio State University. June Goyne informed him this morning that 70 students were admitted into the junior class of ICAPP nursing with 30 students on the waiting list. The lowest GPA was 2.9 with most in the upper 3 point range. Dr. Warren Church in archeology will have a feature article in the December issue of *National Geographic* on his pre-Columbian work in Peru. Dr. Jim Gore, environmental science, returned from Africa with his group intact.

AVPAA – Dr. Wallman

Dr. Wallman asked that any changes needed to the Academic Affairs Planning Calendar be sent to him.

The Scholastic Honors Program is scheduled for March 16, 2004.

College of Education – Dean Harrison

Dr. Harrison stated that the renovations and repairs to Jordan Hall should be complete by the end of the summer. The Knight-Ridder Foundation five-year retention project for \$375,000 was announced yesterday.

AVPAA – Dr. Norris

Dr. Norris stated that he has taken to the Faculty Senate the paper written by Gina Sheeks on the topic of part-time faculty utilization. The Faculty Senate is in the process of appointing a committee to examine questions concerning part-time faculty utilization this next year. He and Gina will sit ex officio on that committee. A centralized advertising plan has been put in place for part-time faculty positions. Applicants will be referred to the appropriate deans and department chairs who will communicate with them. The part-time faculty handbook is being revised and will be on the web this fall. He stated that

SACS no longer recognizes a difference between part-time and full-time faculty. Dr. Saunders stated that everything will be done to include the part-time faculty.

Enrollment Services – Ms. Carlisle

Ms. Carlisle announced that Dr. Saunders has approved Enrollment Service's plan to meet with the Admissions Policy Committee in the fall to raise SAT scores. The plan is to increase the current combined SAT score from 830 to 910 over a three-year period. She will distribute the plan to the council. University College has been taken into consideration, she said, with proposed scores of 390 verbal/370 math. She also reported an expected increase in freshman enrollment this fall of 200-247 which could cause eight additional classes of English, math and sciences, or larger classes to accommodate the increase.

Student Affairs – VP Bagley

VP Bagley reported there are 595 beds in housing, 698 applications with deposits for this year, with an estimated additional 200-300 applications expected. Kathy Carlisle added that optional housing arrangements are being pursued with real estate brokers.

The BOR approved demolishing the former president's house which currently houses Command College. Command College is moving into a former restaurant across from Courtyard II.

Construction will begin on the John Cunningham Conference Center within about a year. Additional housing will be built on the site of "Brown's Mound."

He announced that although Gina Sheeks will become interim department chair of the Department of Communication, she will remain Assistant VP for Student Affairs. Susan Wirt, Director of the Ranking Arts Center, will become acting director of CARES.

Fifty-three parking slots will be created in front of the new Center for Commerce and Technology building (the lot that was closed for the construction). Fifty-three slots will be taken from one side of Lot #6 (between Stanley Hall and FOB). The half closest to FOB will be faculty slots; the half closest to Stanley will be student lots. When Enrollment Services moves to Fine Arts Hall, more parking spaces will be needed.

Another 40 spaces will be needed which will be taken from Richards' lower lot. The horseshoe will be visitor spaces.

The next council meeting is scheduled for Wednesday, July 30, 2003, at 1:30 p.m., in 216 Richards Hall.

The meeting adjourned at approximately 3:10 p.m.

Respectfully submitted,

Janie Nellums

Secretary to the Vice President for Academic Affairs