

Minutes University Council



Tuesday, August 28, 2008
3:00 p.m., N113 HCoB

In preparation for the Faculty Meeting, Tuesday, September 9, 2008

Present:

William Bloodworth, Jr. (Chair), President; **Barbara Coleman**, Business Administration; **Tom Crute**, Chair, Faculty Policies Committee; **Peggy Ruth Geren**, Assistant Dean, Education; **Andre Goodman**, President of the Student Government Association; **Richard Harrison**, Dean of Education; **Pam Hayward**, Arts and Sciences; **Jeff Heck**, Faculty Secretary; **Helen Hende**, Vice President of Development and Alumni Relations; **Donna Hobbs**, Arts and Sciences; **Joyce Jones**, Vice President for Student Services; **Marc Miller**, Dean of Business; **Michelle DeLoach**, Chair, Staff Advisory Council; **Camilla Reid for William Nelson**, Director of the Library; **Robert Jarman for Robert Parham**, Dean of Arts and Sciences; **Sam Robinson**, Arts and Sciences; **Todd Schultz**, Interim Chair, Academic Policies Committee; **Samuel Sullivan**, Vice President for Academic Affairs; **Cathy Tugmon**, Arts and Sciences;

Not Present:

Najhee Jackson, Vice President of the Student Government Association; **Dan Whitfield**, Vice president for Business Services.

Dr. Bloodworth called the meeting to order at 3:01 p.m.

The president reviewed the charge of the University Council, as shown in the Faculty Manual. He requested that Tom Crute have the Faculty Policies Committee review the composition of the list of members for possible update.

Agenda Items:

I. Introduction of council members

Dr. Bloodworth asked members to provide their name and role in attending the meeting.

II. Approval of the Minutes from March 27, 2008, available at:

http://www.aug.edu/faculty_secretary/ucmin_03_27_2008_draft.pdf

The minutes were approved as distributed, by unanimous vote.

III. Academic Policies Committee – Dr. Todd Schultz

1. Items that do not require a faculty vote– **See Attachment A**

Dr. Schultz presented the list. The list of 13 items was approved for inclusion on the faculty meeting agenda by unanimous vote.

IV. Faculty Policies Committee – Dr. Tom Crute

1. Key Five-Year Initiatives – **See Attachment B**

Dr. Crute introduced a new preamble to the initiatives, which were developed during the previous year's FPC meetings. The initiatives have been re-approved with the preamble by this year's FPC.

Dr. Donna Hobbs noted a forum this coming Tuesday to gather comment and changes in advance of the faculty meeting, given the difficulty of rewriting text from the floor of the

meeting. Dr. Sullivan reminded the group that the item had been tabled by the faculty and would have to be returned to the floor by the same group. Dr. Hobbs will proceed, asking at the faculty meeting that the initiatives be un-tabled, then introduce an amendment in the form of the recently approved re-write of the initiatives. The faculty secretary will supply the applicable section of the minutes from spring to the FPC for inclusion in a letter to be distributed to faculty today. It was recommended to show before and after versions of the initiatives. If there are massive revisions, consideration may need to wait for the second faculty meeting of the term.

2. Bell Research Award Guidelines – **See Attachment C**

New guidelines were approved by last year's FPC, working from Faculty Honors and Awards Committee recommendations. The changes specify what must be in the nomination packet, including how many letters must be submitted, who should submit them etc., to allow informed decisions. A calendar also is included to help distribute the work over the year.

Dr. Tugmon requested that the former version of the guidelines be included in the faculty agenda for comparison with the new. Dr. Crute will forward the page to the faculty secretary for inclusion.

Dr. Jarman noted that a small amendment will be needed to correct for event names that have changed since the new guidelines were drafted.

Vote – all ayes for inclusion of the item on the faculty agenda

V. **Honorary Designations Committee Recommendation** – Dr. Bill Bloodworth

Dr. Bloodworth presented the committee's recommendation, forwarded by Dr. Carol Rychly. The committee recommends that the school of accountancy be named the "Knox School of Accountancy."

Vote – all ayes

VI. **Report** of the President

Dr. Bloodworth briefly reviewed the budget situation. Mrs. Mohr asked if there were likely to be changes in the health plans for employees. Dr. Bloodworth felt there are likely to be some additional costs passed on to employees.

The president reviewed two handouts concerning the financial status of our students, developed by Ms. Jackie Stewart in Institutional Research.

VII. **Announcements**

Dean Marc Miller reminded the council of the September 12, 2008 appearance of Erik Peterson, at noon in the JSAC Ballroom, to speak on the Seven Revolutions of Change.

Dr. Crute – The Jaguar Jaunt will be here October 4, 2008, beginning 8 a.m. at the Maxwell Alumni House.

Adjourned at 3:30 pm.

Attachments

Attachment A - from the Academic Policies Committee

Items for information only; these do not require a faculty vote

1. Change Keyboard and Computer Application Proficiencies, B.A. degree and B.S. degree in Performance and Music Education
MUSI_MAR08_009 [pdf](#) C0922
2. Change B.A. in Music Lower Division Theory Courses requirements
MUSI_MAR08_10 [pdf](#) C0923
3. Change B.A. in Music miscellaneous requirements
MUSI_MAR08_11 [pdf](#) C0924
4. Change B.M. degree in Music Education, Instrumental Track, core Area F
MUSI_MAR08_12 [pdf](#) C0925
5. Change B.M. degree in Music Education, Instrumental Track, miscellaneous requirements
MUSI_MAR08_13 [pdf](#) C0926
6. Change B.M. degree in Music Education, Vocal Track, core Area F
MUSI_MAR08_14 [pdf](#) C0927
7. Change B.M. degree in Music Education, Vocal Track, miscellaneous requirements
MUSI_MAR08_15 [pdf](#) C0928
8. Change B.M. degree in Performance, Instrumental Track, lower division courses
MUSI_MAR08_16 [pdf](#) C0929
9. Change B.M. degree in Performance, Instrumental Track, miscellaneous requirements
MUSI_MAR08_17 [pdf](#) C0930
10. Change B.M. degree in Performance, Piano Track, lower division courses
MUSI_MAR08_18 [pdf](#) C0931
11. Change B.M. degree in Performance, Piano Track, miscellaneous requirements MUSI_MAR08_19
[pdf](#) C0932
12. Change B.M. degree in Performance, Vocal Track, lower division courses
MUSI_MAR08_20 [pdf](#) C0933
13. Change B.M. degree in Performance, Vocal Track, miscellaneous requirements
MUSI_MAR08_21 [pdf](#) C0934

Augusta State University Key 5-year Initiatives

ASU's 5-year initiatives represent a few key areas to be developed over the next five years. They are intended as a guide to focus university growth and improvement, but are not meant to be all inclusive or a replacement of the mission statement. These initiatives are assessable by design, written to be broadly applicable, and are intentionally connected to University System of Georgia goals.

1. Enhance and continue to develop the strengths of the Augusta State University faculty (system goals 1 and 2)
2. Expand resources to foster student academic success (system goal 1)
3. Enhance support for learning in science and mathematics (system goal 1)
4. Develop additional academic facilities to meet enrollment needs (system goal 2)
5. strengthen collaboration with and service to K-12 education (system goal 4)

Proposed Lewis K. Bell Alumni Research Award Guidelines

NAME: The name of the award shall be “The Lewis K. Bell Alumni Research Award.”

PURPOSE: Recognize outstanding contributions in the areas of research and publication by an Augusta State University faculty member

FORMS OF RECOGNITION: Recognition shall be in the form of two plaques—a permanent plaque to be displayed in Reese Library and an individual plaque to the recipient—and \$1000 cash award

ELIGIBILITY: All regular members of the Augusta State University faculty shall be eligible for the award

NOMINATION: An individual may be nominated by any colleague, alumnus, student, or friend of the university. If the individual who is nominated chooses to be considered, it is his or her responsibility to put together the packet of material for consideration. The packet of materials will be submitted to the chair of the Faculty Recognition Committee by the deadline specified below.

PACKET CONTENTS: The nominee will make all arrangements for the contents of the packet submitted.

The packet will consist of:

- A. Current curriculum vita
- B. Letters of recommendation that address the quality of the nominee’s research and the contribution of the nominee’s research to the profession with special attention to making the information informative to reviewers outside of the discipline. A maximum of three letters of recommendation will be submitted as follows:
 1. A letter from the chair of the nominee’s department (or Dean for the Hull College of Business)
 2. A letter from a senior faculty member (associate professor or professor) in the nominee’s department in the same discipline, or if necessary, a closely related discipline
 3. A letter from a person in the discipline from outside of ASU such as a professor from another institution
- C. A cover letter with a maximum of 3 pages in 12-point font that specifies research accomplishments and significance in language understandable to those outside the discipline. If the contributions may not be immediately recognizable as research scholarship, then the cover letter should clarify their relevance for a research award.
- D. A list of relevant examples that illustrates research productivity over the past 5 year period. Do not include actual samples. The significance of these examples should be discussed in the cover letter and not as part of the list

IMPORTANT DATES: In the first week of September the chair of the Faculty Recognition Committee will send an announcement by email inviting nominations for this award, with a reminder in the first and last weeks of October. Other announcement methods such as electronic posting or hard-copy fliers will also be pursued. The deadline for submitting nominations will be November 1. The chair will contact

each nominee to solicit a packet of materials shortly after receipt of each nomination. The deadline for receipt of the packet from the nominee will be the third Friday in November. The chair will keep the packets in a secure location while members of the Faculty Recognition Committee have the opportunity to review them. The committee will meet no later than January 10 to select the most deserving applications—normally the top three—to be submitted to the Vice President for Academic Affairs. The VPAA will arrange for a selection committee to be comprised of professors from other colleges or universities who have distinguished records as research scholars who will review the packets and make recommendations to the VPAA.

ANNOUNCEMENTS: The selection will be completed with sufficient time to have the recipient announced and recognized at the Honors Convocation on Honors Night.

CURRENT Lewis K. Bell Alumni Research Award Guidelines

NAME: The name of the award shall be “The Louis K. Bell Alumni Research Award.”

PURPOSE: The purpose of this annual award shall be to recognize outstanding contributions in the area of research and publication by an Augusta State University faculty member.

FORMS OF RECOGNITION: Recognition shall be in the form of two plaques – a permanent plaque to be displayed in Reese Library and an individual plaque to the recipient – and \$1,000 cash award.

ELIGIBILITY: All regular members of the Augusta State University faculty shall be eligible for the award.

NOMINATION: An individual may be nominated by any colleague, alumnus, student, or friend of the university. If the individual who is nominated chooses to be considered, it is his or her responsibility to put together a file documenting the research accomplishments.

SELECTION: Files for all nominees to be considered in the given academic year will be submitted to the office of the Chair of the Faculty Recognition Committee. Files will be initially screened by the Faculty Recognition Committee. The most deserving applications – normally the top three – will be submitted to a Selection Committee invited by the Vice President for Academic Affairs of Augusta State University. The committee will be comprised of professors from other colleges or universities who have distinguished records as research scholars.

ANNOUNCEMENTS: Selection will be completed and the recipient announced at the time of the Honors Convocation on Honors Night.