



**ARMSTRONG ATLANTIC  
STATE UNIVERSITY**  
Executive Committee  
Minutes of August 13, 2007  
Armstrong Center 220

**Present:** Alice Adams, Hassan Aziz, José da Cruz, Kam Fui Lau, Rochelle Lee, Wendy Marshall, Tim McMillan, Erik Nordenhaug, Patrick Thomas, Michael Toma (Vice Chair), Ellen Whitford (Chair), Jane Wong

**Absent:** Rhonda Bevis (excused)

**Guests:**

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- I. **Call to Order.** The meeting was called to order at 8:36 a.m. by Dr. Ellen Whitford.
- II. **Approval of Minutes.** The minutes of May 7, 2007 were approved as amended.
- III. **Old Business**

**A. Procedures for Bylaws and Constitution .....Michael Toma**

The drafts of the Constitution and Bylaws have been posted on the VPAA's website since July. Dr. Toma sent an email to the faculty last week asking people to begin considering the documents, and he has discussed the procedure for the first reading at the faculty meeting with Dr. John Kraft.

At the faculty meeting Dr. Toma plans to announce that the second reading will take place at the September 10 faculty meeting, and that forums will be held August 24, August 29, and September 7 to discuss the documents. Flyers with locations and times will be distributed by Dr. Nordquist. The forum on the 24<sup>th</sup> will be a general forum. On the 29<sup>th</sup> the forum will be focused on the issues of the graduate school faculty. September 7 will be another open forum. Dr. Toma is requesting that amendments be sent to him in writing prior to the second reading rather than trying to work things out on the floor of the meeting.

It was asked whether the documents will still have to go to the Board of Regents for approval, in light of the many recent changes of procedure. Dr. Whitford is going to check with Dr. Dennis Murphy.

There was discussion of the need for the Executive Committee to meet directly after the forum on September 7, since the dates of the Executive Committee and Faculty meetings were moved up after the forums had already been scheduled.

There was discussion of the need to have Senatorial elections late in the fall semester so they can select officers in the spring semester, line up course releases, and take care of other business.

Dr. Whitford stated that the Executive Committee would probably have to serve as the initial Elections Committee and Committee on Committees.

#### **B. Faculty salary and temporary faculty ..... Dr. Michael Toma**

Dr. Toma thanked everyone for their emailed input. The letter has been revised accordingly. Dr. Toma plans to send letter forward to President Jones and Mr. Brignati shortly so a visit with the Executive Committee can be arranged to learn of their plans.

Dr. Whitford has been trying to get a clarification on the concept of temporary faculty, since they are not mentioned in the faculty handbook. Dr. Dennis Murphy had been working with the Deans to try to clarify classifications. There are some classifications in the Board of Regents Policy Manual that we can use to apply to our current appointments. We were ready to finalize definitions for the faculty handbook, but now the Board of Regents has decided to reclassify faculty. This plan was presented to the Vice Presidents in July and will be on the agenda of the October Board of Regents meeting.

There are two questions regarding temporary faculty that need resolution: 1) What is the maximum length of time someone can serve as a temporary faculty member, and 2) To what extent have we been putting in temporary faculty and adding to the burden of non-temporary faculty members. Another serious issue is that temporary faculty are hired without going through the search protocol.

### **IV. New Business**

#### **A. Discussion of University Strategic Plan..... Dr. Ellen Whitford**

The current Strategic Plan for the university was developed five to six years ago, and is an academic strategic plan. President Jones has asked Dr. Whitford to update the Strategic Plan, moving away from an academic plan and toward a more all-encompassing plan. In March there was a strategic planning workshop involving forty participants and conducted by Dr. Brent Ruben of Rutgers

University. From that group of forty, a group was formed that included five faculty members; representatives from External Affairs, Business and Finance, and Student Affairs; and students. This group developed a draft. The draft was taken to the President's strategic planning retreat, and the current document came out of that. Dr. Whitford will present the goals of the plan at the University Meeting. The colleges/schools will then develop tactics and align their strategic plans to the university strategic plan, which in turn is aligned with the University System of Georgia strategic plan. The plan will be handed out at the University Meeting on Friday, and then there will be forums for discussion later.

It was asked what the purpose was for the strategic plan, and who what audience it was directed, as a lot of the language revolves around regional success. The response was that the university is the audience, as this is the University Strategic Plan.

## **B. Discussion of University Finances**

This item was deferred until the next meeting due to lack of time.

## **V. Announcements**

A. Scheduling conflicts in September have necessitated moving the Executive Committee meeting from September 10 to August 27, and moving the Faculty Meeting from September 17 to September 10.

**VI. Adjournment.** The meeting was adjourned at 9:51 a.m.

Respectfully submitted,

Phyllis L. Panhorst  
Coordinator of Faculty Information