Planning & Development Committee Meeting  
December 16, 2003

Present: Lisa Armistead, Al Baumstark, Cathy Brack, Greg Brack, Mary Jane Casto, David Center, Timothy Crimmins, Charles Gallagher, Peggy A. Gallagher, Christine Gallant, Sandra Garber, Ron Henry, John Hicks, Hugh Hudson, Charlene S. Hurt, Steven Kaminshine, LaLoria Konata, Basil Mattingly, Marcia Pearl, Jerry Rackcliffe, George Rainbolt, Jeffrey C. Rupp, Phang C. Tai, William L. Waugh, Carol Winkler.


Others Attending: Harvey Shumpert

The Agenda for the meeting was as follows:

1. Approval of 11/17/03 Minutes
2. MRRF Preliminary Report
3. ASUR Reports (Joan Carson)
4. 2004 Action Plan (Ron Henry)
5. Discussion of "Academic Program Redirection"
6. Other Issues

Handouts were brought and passed out were titled as follows:

**Summary of MRRF Ranking Criteria – November 26, 2003**

**Administrative Support Unit Review – November 12, 2003**

**ACTION PLAN 2004 - Appendix 1 and 2 – December 8, 2003**

**Draft 3 - Guidelines for Area of Focus Pre-proposals & Proposals – December 2003**

Unlike the other documents presented, this draft was the only document not talked about in such depth. It gave detailed instructions/directions on proposals: showing step by step how to draft them & what they should include.

- All pre-proposals must contain the following a progress summary.
- All proposals must contain the following a progress summary, project description, and a biographical sketch.

The meeting began with the approval of the 11/17/03 minutes submitted by Mrs. Stephanie Jennings. The minutes were seconded approved.

Christine Gallant briefly spoke in regards to item #5 on the agenda. She talked about the most recent Senate meeting where a motion in regards to Tenure & Tenure/Track Faculty was tabled. She mentioned a special meeting was forthcoming and she hoped that someone who voted in the majority of tabling that particular motion would make another motion to take it off the table because
she felt that the argument safeguarding the concerns of Tenure & Tenure/Track Faculty hadn’t sufficiently been made.

The meeting moved on to item #2 on the agenda: MRRF Preliminary Report.

**Summary of MRRF Ranking Criteria – November 26, 2003**

Phang Tai noted that this was the 1st time that feedback was asked for from both the college departments and administrative units. Charlene Hurt questioned why “Project Phasing” had been removed from the report (especially if the project was not involved in MRRF money; example: a library transformation project). Al Baumstark & Harvey Shumpert explained how it was redundant and briefly went over the reasons for its removal. Phang Tai, Harvey Shumpert & Al Baumstark praised those involved for the hard work done.

The meeting then moved on to item #3 on the agenda: ASUR Reports.

**Administrative Support Unit Review – November 12, 2003**

Phang Tai explained the history of the subcommittee then Hugh Hudson, Chair of ASUR, went over the report in more detail. The 26 paged report covered the following areas:

University Relations Report
   I. Units’ Self-Profile
      a. Mission
      b. Number of Employees
      c. Customer Base
      d. Budget Analysis
      e. Key Indicators
   II. Evaluation of Program Review
   III. Key Observations
   IV. Action Recommendations

Also within the report were responses from the following departments:
   • University Relations Report
   • College of Arts & Sciences Media Office
   • College of Health and Human Sciences
   • J. Mack Robinson College of Business

After the committee finished discussing the report Charlene Hurt motioned to accept the report without comment. Her motion was seconded.

Carol Winkler: “I propose a friendly amendment to indicate P&D’s concern about insuring that the overall GSU image is sufficiently assertive, to continue to recruit students in the competitive academic market we find ourselves in, with other universities in the system.”

Both, the motion and the amendment, were approved.
The meeting then moved on to item #4 on the agenda: 2004 Action Plan (Ron Henry).

**ACTION PLAN 2004 - Appendix 1 and 2 – December 8, 2003**

Ron Henry opened discussion on the report beginning with Appendix 1 & 2 then gave an overview of the total report. He mentioned that it was in preliminary form and hopefully it would get approved in January. He said it was still in the same format as in past years and explained that the progress report section was still going through minor edits.

The report contained 50 pages including charts and graphs & its 2 appendices: Appendix 1, Quality, centrality, viability, and comparative advantage of programs, centers and activities – December 8, 2003 and Appendix 2, - RFP – Potential areas of focus – December 11, 2003. The main two parts of the report were A) Executive Summary 2004 and B) Progress Report (Recruitment & Retention of Students, Undergraduate Experience, Graduate Experience & Research, Academic Programs & Faculty, Connection to a Greater Community, and Infrastructure/Support Improvements).

Just some of the concerns expressed during Ron’s presentation were as follows:

- Tim Crimmins – 3.2.3 Internal Commitments.
- Steve Kaminshine – 3.2.3 Grad. Exp. & Research and results from the “Blue Ribbon Committee.”
- Al Baumstark – The hope of getting health insurance for graduate students.
- Tim Crimmins – Viewing the updates of the “College Master Plan.”
- Peggy Gallagher – 3.2.6 – Infrastructure --- Digital Community Development.
- T. Crimmins, P. Gallagher, H. Hudson – RFP Deadlines
- David Center, et al. – Faculty & Jr. Faculty perceptions and growing concerns in regards to budget cuts and redirection.

MANY concerns, questions and answers in respect to the various sections of the report took up the rest of the meeting. Phang Tai quickly reminded the group of the upcoming redirection meeting then the meeting ended shortly before 3pm.

Respectfully Submitted,

Lydia K. Woltz
Administrative Coordinator