

CNC CHRONICLE

1982-83

October 7th
#29 of 1983

Golf - Ferrum College Invitational - Groundhog Mt., NC

MON.

October 10

Golf - Ferrum College Invitational - Groundhog Mt., NC

TUE.

October 11

11:00 - President & VP's

3:00 - VPAA Staff Meeting

WED.

October 12

Noon - Arts & Communication - Theatre Lounge

THU.

October 13

2:45 - SS&PS Chairmen's Meeting, W-110

Volleyball - (away) - 7:00 pm - Methodist College

FRI.

October 14

3:00 - FACULTY MEETING - A-105

2:00 - English Department - N-203

SAT.

October 15

Volleyball - St. Andrews - St. Andrews vs CNC - 1:00 pm

CNC vs Newberry College - 2:pm

Newberry vs St. Andrews - 3:00 pm

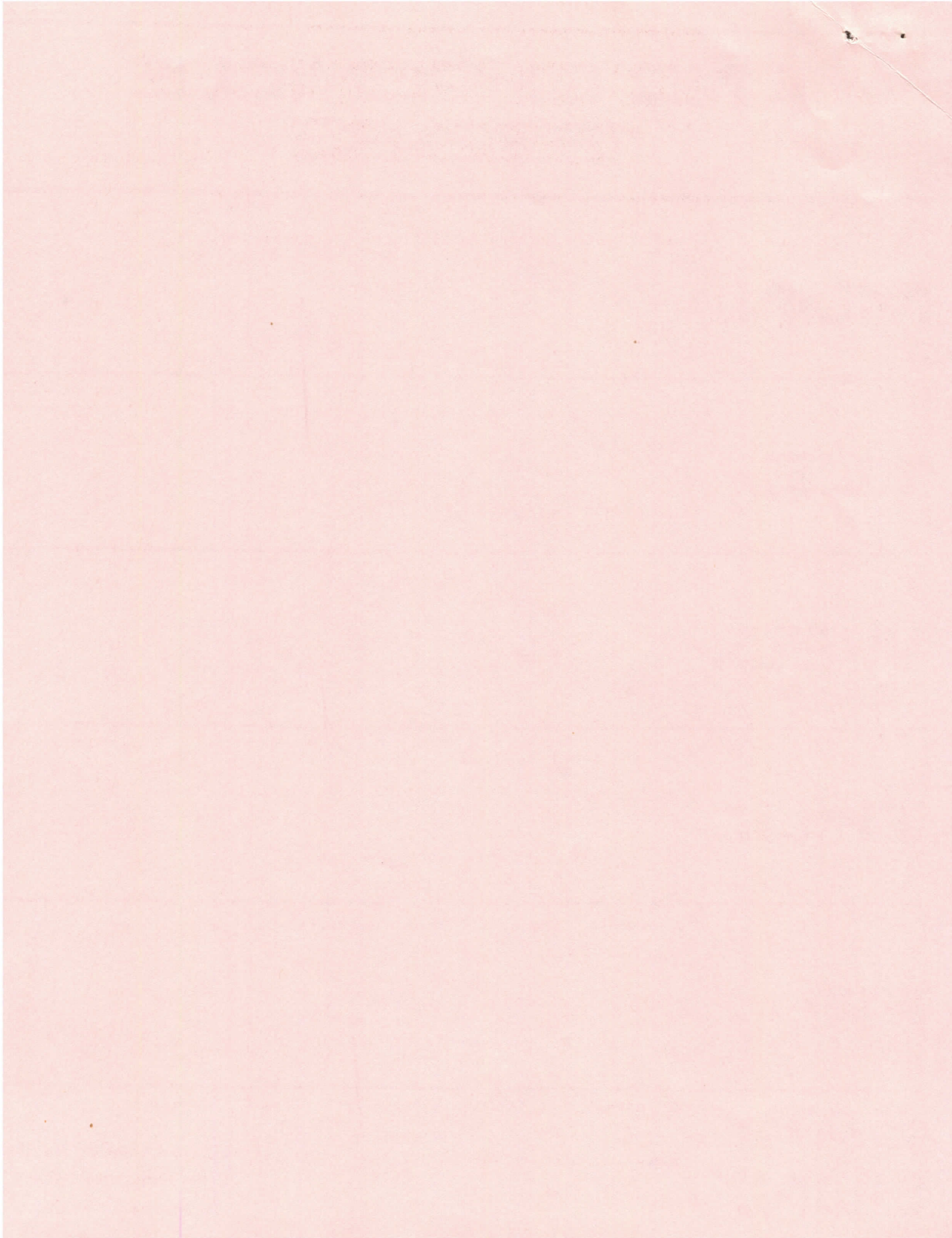
Soccer - (away) Methodist College - 2:00 pm

SUN.

October 16

Published weekly by the

Vice President for
Academic Affairs



tion under their provisions. It is therefore highly desirable that the College Community become familiar with them soon. To this end, a copy of the new criteria has been placed in each academic secretary's office. Other copies exist in the possession of the President, the three vice presidents, the three academic deans, the Director of Continuing Education, the Library Director, and the Self-Study Director. Two additional copies have been placed on overnight reserve in the Captain John Smith Library.

Professor Royall will report to the Faculty on recent developments regarding the new criteria at its meeting on Friday, October 14 (see agenda above). All members of the college community are invited to attend and hear this report.

-- Vice President for Academic Affairs

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Maintenance Assistance During or After Normal Duty Hours, Weekends & Holidays

During normal duty hours maintenance assistance may be requested by telephoning the building and grounds department at 7035. After normal duty hours, on weekends and holidays, the Campus Policy may be contacted by phoning 7053. If no answer then call 9-599-7253. This number will contact Campus Police via "phone radio." Campus Policy will contact the maintenance stand-by person. This may require some time, as our maintenance stand-by person is not required to sit by his phone, but can be contacted in a reasonable amount of time. Please be patient.

If special classes, meetings or other activities are scheduled and authorized thru the proper channels, please insure that proper and advance notice is given to the building and grounds department. This is done thru the reservations clerk in Campus Center or thru the Registrar's Office. The building and grounds department will not enter these functions in the computer energy management system unless properly notified.

-- Supervisor of Building & Grounds

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State Archives

All state agencies are required by Law (Virginia Code 2.1-467.2 and 42.1-19) to send to the Virginia State Library 20 copies of each publication they make available to the general public. If you or your departments have published or plan to publish such items, you should forward 20 copies to:

The Virginia State Library
Archives and Records Division
Richmond, VA 23219-3491

Since I must submit an annual report on available CNC publications, it would be helpful if you would inform me when you publish such documents, their cost and quantity. Thank you for your help.

-- Bob LaVerriere, Admissions Office

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Reorganization

Effective September 1, the Office of Career Planning and Placement and the Counseling Center were merged into Office of Counseling and Career Services. The intent of the reorganization is to provide more efficient services through better utilization of existing resources.

Counseling and Career Services are currently located in the Campus Center, Room 205. When the Campus Center addition opens, the Counseling and Career Services will be relocated to that building. Dr. Frank Babcock has been named director, and the professional staff members are Glen Vought and Richard McMurran; support staff are Judy Bryant and Rita Murphy.

OFFICIAL ANNOUNCEMENTS

Agenda for the October Meeting of the Faculty

The regular October Meeting of the Faculty will be held at 3:00 p.m., Friday, October 14, 1983, in A-105 (not N-125!). The agenda for this meeting is as follows:

- I. Approval of the minutes of the regular meeting of May 13, 1983 (7/15/83 Chronicle, p.2).
- II. Approval of the minutes of the special meeting of August 24, 1983 (9/9/83 Chronicle, p.5).
- III. Committee Reports:
 - A. Academic Status Committee.....Dr. Mazzarella
 - B. Admissions Committee.....Mr. Butchko
 - C. Curriculum Committee.....Dr. Morgan
 - D. Degrees Committee.....Dr. Paul
 - E. Faculty Advisory Committee.....Dr. Daly
 - F. Faculty Evaluation Committee.....Dr. Coker
 - G. Nominations Committee.....Dr. Herrmann
 - H. ad hoc Curriculum Task Force.....Dr. Saunders
- IV. New Business
 - A. Election to fill a vacancy on the Honors Council.....Dr. Herrmann
 - B. Election to fill a vacancy on the Academic Hearing Board.....Dr. Herrmann
 - C. Election to fill a vacancy on the Faculty Evaluation Committee...Dr. Herrmann
 - D. Report of the Director of the Self-Study for reaffirmation of accreditation by the Southern Association of Colleges and Schools on the proposed new "Criteria for Accreditation" and their possible impact on Christopher Newport College.....Ms. Royall
 - E. Report on matters pertaining to faculty salary increases.....Dr. Daly
- V. Adjournment

-- Vice President for Academic Affairs

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New Criteria for Accreditation

Christopher Newport College is now in the initial phases of its decennial candidacy for reaffirmation of its accreditation by the Southern Association of Colleges and Schools. The College's related self-study will formally get under way in very early 1984. The newly appointed Self-Study Director, Professor Mary Lu Royall, has already been actively involved in activities preparatory to the onset of the self-study itself.

In December, 1983, the College Delegate Assembly (which is the governing body of the Commission on Colleges of the Southern Association) will vote on whether or not to adopt a new set of "Criteria for Accreditation." These new "Criteria," if adopted, would replace the former "Standards of the College Delegate Assembly," which have been in force since the early sixties. In addition to reorganizing and consolidating much of what is now in the "Standards," these "Criteria" contain major new emphases on institutional purpose, institutional planning, and outcomes assessment. Each of these three thrusts will have a significant impact on Christopher Newport College in the event that the new criteria are adopted.

If the December vote of the College Delegate Assembly is to adopt the proposed new criteria with the schedule of implementation that now accompanies them, Christopher Newport College will be one of the very first institutions to be considered for reaffirmation of accredita-

The following services are available to students, faculty and staff:

I. COUNSELING SERVICES

Career Counseling assist students in exploring their interest, values and abilities to determine vocational objectives which are most meaningful and satisfying. Career Counseling is available in both individual and group approaches. A variety of assessment instruments are used such as the Strong-Campbell Interest Inventory, Myers-Briggs Type Indicator, My Vocational Situation, Allport-Vernon-Lindzey Study of Values, and the Virginia View computerized career search program.

Placement Counseling helps students in understanding how to develop realistic career objectives, interview for positions, locate potential jobs, and other issues crucial to obtaining employment.

Personal Adjustment Counseling is available to students who experience adjustment problems which interfere with their ability to take maximum advantage of the academic environment. Adjustment concerns include interpersonal, intrapersonal, anxiety, and family or relationship issues.

Student Development Programs focus on topics such as test anxiety, math anxiety, coping with transition, time management, and a variety of other topics related to student growth.

II. CAREER DEVELOPMENT SERVICES

Career Information Programs are a series of programs presented throughout the academic year to provide students opportunities to meet individuals who represent professions within a variety of fields. These programs are widely advertised, held in public areas of the Campus Center and available to all students.

Job Search Seminars acquaint students with a variety of strategies to tap the hidden job market, write effective cover letters, networking, etc. These seminars will be held monthly in the CCS.

Resume Writing Clinics are held weekly to teach students how to write effective resumes. These programs are held in the Center's group room. Participants also use an interactive computer program to develop their resume. Individual assistance will be available to students unable to attend group presentations.

Onward and Upward is the CCS newsletter, published seven times during the year. Issues focus on career fields, feature articles on alumni, and provide career information. CCS programs also described in this publication.

Career Library serves students by having a variety of literature in the following areas: a) jobfinding skills, b) graduate and professional school information, c) occupational information, d) career development, and e) corporate literature.

Job Interview Preparation programs are held several times during the semester to assist students in developing effective job interview skills. These programs utilize various personnel specialists who provide students with video taped mock interviews and critiques.

III. PLACEMENT SERVICES

Candidate Listing Service functions as a registry for students looking for full or part-time positions. This computer file will include information about the student such as his/her major, fields of interest, experience, G.P.A., etc. This registry will allow CCS to quickly locate students for employment opportunities.

Job Listing Service is a computer filed record of all off-campus full and part-time employment opportunities that CCS receives. The file is updated daily and allows students to request information about what jobs are available in the students' fields. The file contains information such as type of position, contact person, location, salary, closing date, special requirements, etc. In addition, openings are also reported from the Virginia Employment Commission.

On-Campus Recruiting enables employers to interview students in a special interview room in the CCS. Recruiting schedules are posted in the Captain's Log and also mailed to students. Students must have completed resumes on file in order to sign up for interviews.

IV. TESTING SERVICES

Placement Testing provides a service to the college academic advisers. Placement tests are offered in English, Mathematics, Reading, Chemistry, Foreign Languages, and Study Skills. CCS administers the testing program and coordinates with the academic advising coordinator the interpretation and use of the results.

College-Level Examination Program (CLEP) is the college's principal method for awarding non-traditional credit. Students can receive information about the CLEP program, policies, testing dates and other related information. CLEP is administered ten times during the year.

-- Vice President for Student Affairs

NEWS & GENERAL INFORMATION

Recruiting Schedule

The following employers will be interviewing CNC seniors on the days indicated. Details are available from the Office of Counseling and Career Services.

DATE	EMPLOYER	MAJORS INTERVIEWING	POSITIONS AVAILABLE
10/10	Carter, Colby, & Dwyer	- - -	- - -
10/11	Prudential Bache	Finance, Management, Economics	Registered Representative
10/12	Merrill, Lynch, Pierce, Fenner, & Smith	Finance, Economics	Account Executive

-- Director, Counseling & Career Services

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School Supplements

I thought that the Faculty might be interested in the following supplemental salary schedule for Newport News Public Schools, 1983-1984. Please note that departmental chairmen and some other positions carry reduced teaching loads as well.

NEWPORT NEWS PUBLIC SCHOOLS 1983-84 SALARY SUPPLEMENT SCHEDULE

<u>Category I - 100%</u>	\$2,240	<u>Category X - 50%</u>	\$1,120
Athletic Director		Intramural Director	
		*(1,422)	
<u>Category II - 95%</u>	\$2,130	Newspaper (4 Classes)	
Activities Director		Orchestra	
		Asst. Wrestling	
<u>Category III - 90%</u>	\$2,015	Asst. Baseball	
Head Football		Asst. Gymnastics	
Band Director		Department Chairman	
		(7 or more)	

<u>Category IV - 80%</u>	\$1,790	Transportation Coord.	
Head Basketball		Head Golf	
<u>Category V - 75%</u>	\$1,680	<u>Category XI - 45%</u>	\$1,010
Head Outdoor Track		Asst. Indoor Track	*(\$1,016)
<u>Category VI - 70%</u>	\$1,570	Asst. Soccer	*(\$1,016)
Head Wrestling		Trainer (per season)	
Head Baseball		Asst. Field Hockey	*(1,016)
Asst. Football Coach			
Head Gymnastics			
<u>Category VII - 65%</u>	\$1,455	<u>Category XII - 40%</u>	\$ 896
Choral Director		Department Chairman	(3 to 6)
Head Indoor Track			
Head Tennis		<u>Category XIII - 35%</u>	\$ 784
Yearbook	*(\$1,524)	Senior Class	
Head Cross Country		M. S. Band	
		Forensics	
<u>Category VIII - 60%</u>	\$1,345	M. S. Orchestra	
Asst. Basketball			
<u>Category IX - 55%</u>	\$1,230	<u>Category XIV - 30%</u>	\$ 670
Head Field Hockey		Debate	
	*(1,422)	Junior Class	
Cheerleader	*(1,422)	M. S. Chorus	
Drama		<u>Category XV - 20%</u>	\$ 450
SCA Sponsor		Freshman	
Asst. Outdoor Track		Sophomore Class	
Head Soccer		Drill Team Sponsor	
		Intramural Coach	
		Band Aux. Asst.	

-- Tim Morgan

COMMITTEE INFORMATION & FACULTY BUSINESS

Report to the Faculty of the Admissions Committee

OLD BUSINESS...Committee discussed the status of last year's activities. A need was recognized to relegate most of the Committee's efforts (particularly attrition issues) to a lower priority because of emerging policy changes at the State level which will ultimately affect CNC Admissions Policy (see NEW BUSINESS).

NEW BUSINESS...

1. Preliminary Admissions report was given by Dean McLoughland (final figures will be printed shortly in the Chronicle). He further reported that 120 new Black Virginia students have been enrolled, putting the College slightly ahead of projections (156 for the year).
2. Request was made from the Committee involved with the development of the BSN degree to endorse a sentence in their newly developed Admissions Statement. This sentence to include a CNC Admissions Committee member as a member of the Riverside School of Nursing Admissions Committee in an EX-OFFICIO capacity.
3. Discussion of the importance and anticipated effect of Gordon K. Davies' letter on Admissions Policy.

- Committee discussion of possible responses by Dean McLoughland to Davies' letter
- Discussion of need for notification of feeder schools of any changes in Admission's Policy by May of 1984.

RESOLVED BY COMMITTEE...

1. Endorsement of sentence in Riverside Admission Statement
2. That Dean McLoughland endorse, in principle, Gordon Davies' proposal until details of ASP are known
3. That Vice President Summerville be asked to include INTOTO "A Nation at Risk" in the next Chronicle so that the faculty at large could become more aware of the basis for current changes in education (and as they may come to affect CNC Admissions policy).

-- Rich Butchko, Chairman Admissions Comm.

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Exemption Procedure

The Degrees Committee requests that the faculty note the procedure for approving student petitions to be exempted from catalog requirements. Two faculty signatures are necessary. First, the student's adviser must approve. The second signature, that of "Department Chairman," should be by the head of the department whose courses are affected by the petition. For example, if a history major seeks to be exempted from the physical education requirement, the chairman of LSPE should provide the second signature. It is important that the affected department advise the Committee on such exemptions.

Thank you very much.

-- Jay Paul, Chairman, Degrees Committee

FACULTY/STAFF/STUDENT NEWS

On Saturday, September 24, Professors Scheiderer and Reppen attended the all-day conference held at Old Dominion University for the celebration of the Centennial of J. Ortega y Gasset, Spanish essayist and philosopher. Professors from Georgia, North Carolina, Florida, D.C., and Virginia were the speakers.

Doris Reppen chaired one of the Spanish sessions in the afternoon.



Christopher Newport College

50 Shoe Lane
Newport News, Virginia 23606

MEMORANDUM

TO: Members of the Faculty

FROM: Vice President for Academic Affairs

SUBJECT: Faculty Salary Increases

DATE: October 6, 1983

This note is a follow-up to comments on the above subject made at the first meeting of the Faculty last August. It may also serve to provide clarification needed as a consequence of certain misinformation that some recent inquiries to this office indicate is circulating. Finally, it may serve as useful background for a further discussion of this matter at the October meeting of the Faculty (cf., the agenda for this meeting in the present week's Chronicle).

It now appears likely that monies for faculty salary increases will be appropriated for each year of the coming biennium. Although it is difficult to predict at this time just what the end result of this appropriation will be, it is possible that the increase could be as much as ten percent on the average authorized faculty salary for the institution.

It is incumbent upon this office to assure that these dollars are allocated in a fashion that is consistent with the Policies of the Board of Visitors as reflected in the Regulations of the College Handbook. The controlling provisions of this document were adopted initially by the Board of Visitors in 1977. My records indicate that these provisions were adopted by the Board in the same form that they were endorsed by the Faculty at its meeting of May 6, 1977, and that they were reaffirmed by the Board most recently in June, 1983. They state (College Handbook, p. V-20):

In the matter of financial remuneration to members of the faculty, the College is committed to the principle of equity and to rewarding exceptional service. It is also committed to the recognition of promotions and the achievement of additional academic degrees.

Following the determination of each annual budget, the college administration assigns, within the limits imposed by available funding, salary increases in accordance with the principles expressed above.

In identifying those members of the faculty who have rendered exceptional service to the College, the Vice President for

Academic Affairs will consult with the Deans of the Schools, the Vice Chairman of the Faculty, and the Chairman of the Faculty Advisory Committee before making his recommendation to the President.

In keeping with these requirements, those incremental monies that are targeted to be used solely to address the principle of equity will be divided into two components:

- I. an across-the-board (ATB) component that is, percentagewise, identical for all affected faculty, and
- II. a component that is directed toward correcting manifest inequities (CMI) that may exist in the College's present distribution of faculty salaries;

while the remainder will constitute:

- III. a component that is directed toward rewarding exceptional service (RES).

Present plans call for recommendations as to the distribution of incremental monies among these three categories to be sent from the VPAA to the President by the end of the present calendar year. These recommendations will be formulated in consultation with the three school deans, who will, in turn, have consulted with their respective school faculties -- either directly or through the department chairmen. This latter process has already begun. Unless compelling reason to do otherwise becomes evident in the course of these discussions, the ATB component will be the largest of the three, CMI will be the second largest, and RES will be the smallest. Beyond this general ordering, which the three school deans and I now judge to be most consistent with the College's present circumstances, wide latitude now exists relative to the allocation of these monies among the three categories. The related recommendation to the President which will eventually be formulated will thus be heavily influenced by the consultative processes now under way.

The distribution of CMI dollars among affected faculty requires, obviously, that inequities of some kind first become manifest. To this end, the Faculty Personnel Committee (FPC) will be asked to study this situation this fall with the objective of making recommendations to the VPAA that will enable the identification and rectification of such circumstances of this kind as may now exist. One goal here is to identify appropriate variables and devise appropriate algorithms applicable thereto which will be capable of generating individual target salaries (or ranges of such salaries) which are compatible with the College's overall budget and against which existing salaries can then be compared. If indefensible inequities are then in evidence, CMI dollars will be targeted to redress them.

RES dollars will become components of salaries proffered for 84-85 only after systematic consultation of the kind described in the College Handbook. The three school deans are already engaged in consultation with their respective constituencies aimed at devising ways and means by which they will

Members of the Faculty
October 6, 1983
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identify their nominees for RES dollars. I understand that the Chairman of the Faculty Advisory Committee and the Vice Chairman of the Faculty have taken corresponding initiatives. However, inasmuch as each of the five recommending officers is individually responsible for the substance of his or her recommendations, each is free following such consultation--to formulate these recommendations in a fashion that he or she deems most appropriate. The only interpretive constraint that will be placed on the process from the VPAA's office is that inasmuch as the amount set aside for this purpose will be relatively small, and inasmuch as "exceptional" (of necessity) implies other-than-commonplace, the number of salaries affected by RES dollars will be relatively few. More precise guidelines of this kind will be formulated in consultation with the school deans at a later date. The recommendations of the five responsible officers will need to be in the VPAA's office by mid-to-late February.

Finally, it is important to note that not only is the College committed to following established Board policy in this matter, but it is equally committed to doing so in a fashion that is fair, sensitive, professional, informed by systematic counsel, and easily capable of being perceived as all of these things. This implementation can not and will not ignore either of the two governing principles of applicable Board policy; and there is no default option that appears defensible on either ground. There is no escaping the reality that our circumstances this year compel decisions that are more difficult than last; last year was the only kind of year in which these decisions are truly easy.


Richard M. Summerville

