

# The Chronicle 1983-84

*Harris*  
#2 of 1984  
January 20th

**CHRISTOPHER NEWPORT COLLEGE**

**MON.**

January 23

VP/Deans Staff Meeting - 3:00 pm

**TUE.**

January 24

Women's Basketball - (away) - Longwood College - 7:30 pm

**WED.**

January 25

Men's Basketball - (home) - 8:00 pm - Mary Washington College

**THU.**

January 26

**FRI.**

January 27

**SAT.**

January 28

Women's Basketball - (home) -  
VA. Wesleyan College - 5:30 pm

Men's Basketball - (home) - 8 pm  
VA. Wesleyan College

**SUN.**

January 29

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Vice President for Academic Affairs**





Southern Association Self-Study

Dr. Sanford Lopater, Associate Professor of Psychology, has been appointed Deputy Director of the SACS Self-Study for the reaffirmation of accreditation of Christopher Newport College. In this capacity, Dr. Lopater will assist Professor Mary Lu Royall, who was designated by the President last fall as Self-Study Director and Chairman of the Self-Study Steering Committee. Specifically, Dr. Lopater will serve as vice chairman of the Steering Committee and Chairman of the Self-Study's Special Committee on Research, Analysis, and Projections (SCRAP). Professors Royall and Lopater will be attending a Self-Study workshop in Atlanta on February 2 and 3; and shortly thereafter will complete the task of defining the organization of the self-study, establishing related timetables, and appointing and charging the memberships of the several "standards" committees. Professor Royall will be in touch with all members of the academic community on a continuing basis as this process evolves.

-- Vice President for Academic Affairs

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Copier Problems

The new Auditizer copier control system has been found defective for accounting purposes, and sign out sheets have not been used as requested, creating a deficit in total copies accounted for. Please be aware that your copy cost for the months of December and January may not reflect your true copy usage for that period, but prorated based on a comparable period in fiscal year '82-'83.

We are anticipating the installation of a new IBM copier within the next two weeks. At that time, the Auditizer will be properly installed. Until then, please use the sign out sheets for recording all copies made.

Office of Logistics

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New Telephone Books

New Peninsula telephone books have been received and one copy placed in each mailbox. Additional copies, as needed, may be picked up in the Purchasing Office.

Office of Logistics

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February Faculty Meeting

The Faculty will meet at 3:00 pm., Friday, February 10, 1984, in A-105. All chairmen of committees which report to the Faculty, and all individual members of the Faculty, are reminded that in order for items of business to be placed on the agenda for consideration at this meeting, they must be submitted to this office no later than 5:00 pm., Wednesday, February 1, 1984.

-- Vice President for Academic Affairs

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PRIME Computer News

1. Student computer accounts for the PRIME 750 will be generated automatically this semester. Each student using the computer will have a unique sign-on identifier and password. Faculty members who anticipate using the PRIME computer may stop by the Computer Center to request their account.
2. The PRIME User Guide has been updated for the Spring 1984 semester. This guide contains valuable information concerning such items as signing on to the PRIME, using the various compilers and subsystems, and creating and updating data and source files using the text editor. The User Guide is issued free-of-charge to any faculty desiring a copy; the cost to students will be approximately \$2.00 and will be sold in the bookstore.



3. A new edition of the PRIME TIMES newsletter is now available in the Computer Center and is free. The newsletter contains hints and techniques for getting the most out of your PRIME sessions.
4. Nine mini-sessions will be conducted on using the PRIME 750. The schedule of meeting times and places will be available in the PRIME TIMES newsletter and will be posted on the Computer Science Lab door in Newport Hall and the Computer Center. These sessions are free-of-charge and contain valuable information for the beginning user.

-- Shahram Amiri, Director, Computer Center

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### NEWS & GENERAL INFORMATION

#### Dean's Colloquia-Brauer Lectureship Program

The Dean William Parks Colloquia Committee is pleased to announce that its next presentation will be a cooperative effort with the Brauer Lectureship Program. Dr. H. Marshall Booker, Professor of Economics and the 1983-84 Brauer Professor of C.N.C. will present a paper on Friday, February 10, at noon in the Campus Center Theatre. Dr. Booker's paper is entitled "Objectivism and the Moral Basis of Capitalism" and deals with the ethical dimensions of the capitalist system as it has evolved in the 19th and 20th centuries.

All members of the faculty are urged to attend this inauguration of the Brauer Lectureship and to encourage their students to do likewise.

As usual with the Dean's Colloquia programs, a luncheon in the speaker's honor will be held in the Campus Center immediately following the presentation. Members of the administration and faculty who wish to join Marshall and the Committee for lunch are requested to forward \$5 to the committee chairman by Wednesday, February 8, to assure a reservation.

Thank you.

Jim Morris, History  
Chairman, Dean's Colloquia Committee

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### FACULTY/STAFF/STUDENT NEWS

Elizabeth Daly made a presentation entitled "Getting the Job Done: Using Self Study to Develop Leadership" at the 1983 Annual Meeting of the Southern Association of Colleges & Schools, December 11-14 in New Orleans.

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### COMMITTEE INFORMATION & FACULTY BUSINESS

#### Reports from Faculty Liaisons to the Board of Visitors

##### Academic Affairs Committee

Faculty concerns at this time focus on:

1. Status Upgrade and Graduate Proposals

The hopes of the Faculty are realistic as the outcomes of a process which involves politically dependent decision-making are hard to predict.

2. Rewarding of Exceptional Service

The Faculty is concerned as to the measurement of exceptional service and the effects of rewarding a small number of faculty members at a time when salary levels across the board are low, inequities exist, and the overall resources available are limited.



### 3. College Handbook

The Faculty designated the Faculty Advisory Committee and Vice Chairman of the Faculty to act as an ad hoc Faculty College Handbook Review Committee to give input to the Handbook Committee. Members of this group have met with the Handbook Committee and have attended open meetings on the first draft which was distributed to all Faculty by the Handbook Committee.

### 4. 10 Yr. Plans

Each academic department is developing long range plans for the next decade.

### 5. The Faculty is occupied now with:

- . exams
- . overall evaluation of student performance
- . peer evaluation

E. Daly

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### Student Affairs Committee

It was reported that money allocations for advertising course offerings at CNC will be the same in the Spring semester (1984) as it was for the Fall semester (1983). A part of the committee meeting entailed a tour of the new facilities in the Student Campus Center. The impressions of the members of the committee were very favorable with particular emphasis on the planning and coordinating as well as design done by the Vice-President of Student Affairs and his staff. It was also reported to the committee by the Director of the Counseling Center that there had been a reduction of staff in the Center while student enrollment has expanded creating increased demand on this office. The director then reported on the merger of the Counseling Center and the Placement and Career Services Office and said that this consolidation is moving along smoothly. In addition, the committee was shown the diverse uses being made of the Apple Computer which is now on line in the Counseling Center. It was emphasized that the major theme of the Placement Office is to continue its efforts of employer relations.

C. Colonna

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REPORT OF THE FACULTY FINANCE ADVISORY COMMITTEE (FFAC) TO THE FACULTY ADVISORY COMMITTEE. The FFAC (Professors Kernodle, Reppen and Vawter) at the request of FAC prepared answers to three questions relative to college finance. These questions and answers are printed below as submitted by the FFAC and reviewed by Vice President Eagle. The individual charts referred to in the answer to question 3 are available from F.A.C. or FFAC members.

### QUESTION #1:

*What is the role of summer school in the overall funding of the academic program?*

### ANSWER:

*FTE's generated in Summer School (as well as off-campus) are included in the SCHEV formula which sets the guidelines for appropriations.*

*This is true at the institutional level and at the department level. This has not been reflected in the data generated in the VPAA office (giving various departmental indices) until the latest data provided as of May 31, 1983. It would thus seem that the only reason to discourage summer school and off-campus enrollments would be if it threatened to cause CNC to exceed the 10% limit on local funds that can be generated for the year through tuition.*



The Summer School (except the Mini-Session in May) allocations are the first ones to be made with each year's new budget. It is at the discretion of the VPAA that courses may or may not be offered.

QUESTION #2:

What latitude is available for on campus decision-making relative to the E & G budget?

ANSWER:

The General Assembly has the first say in the budget. They appropriate dollars to the different accounts of the E & G budget but this is only a recommendation on their part as the college is free to allocate the dollars as it see fit (as long as it follows the general intent of the General Assembly).

Mr. Eagle, VPFA, has the responsibility of the initial allocation to the five accounts in the E & G budget. This is done base on the desires of the General Assembly and the historical needs of each of the accounts in the budget. Once his allocation has been determined the five accounts will be told of the amount that has been allocated to them. The individual that is in charge of an account will then have to decide how to allocate the dollars within the account. However, if one person is in charge of two or more of the accounts of the E & G budget, that person may transfer dollars between those accounts. The person in charge of the account has the final say as to the way the dollars will be allocated within the account.

The college also has the ability to accomplish budget reallocations between these accounts during the fiscal year. Such reallocations may be made either by mutual agreement and/or at the direction of the President.

The five accounts and the individuals in charge are:

INSTRUCTION-----	Dr. SUMMERVILLE, VPAA
ACADEMIC SUPPORT-----	Dr. SUMMERVILLE, VPAA
STUDENT SERVICES-----	Dr. BEHYMER, VPAA
INSTITUTIONAL SUPPORT-----	Mr. EAGLE, VPFA

QUESTION #3:

What are the budget allocations by line item for last year and this year and the relative percentages of the total for each line item for each year?

ANSWER:

The Educational and General (E & G) Budget is the primary budget for the college. Therefore we have answered the question using only this budget since the others are not as important to the faculty and as none of the funds in the other budgets can be used for instruction.

Refer to the charts included.

Instruction: (INSTR.)

This area includes;

- Teaching and Research faculty salaries
- ADP services
- Logistical support
- Educational supplies
- Other



**Academic Support: (ACAD. SUPP.)**

This area includes;

Library

Academic Support Other

-Computer

**Student Services: (S. SERVICE)**

This area includes;

Admissions

Records

Registration

Financial aid

Counseling

Placement

Other

**Institutional Support: (IN. SUPPORT)**

This area includes;

Executive management of the college

Fiscal operations

Personnel Administration

Logistical support

Public relations and development

**Operation and Maintenance of Plant: (OPER-MAINT)**

This area includes;

Custodial services

Utilities

Repairs

**ABBREVIATIONS USED IN CHARTS**

ACAD. SUPP.	=	Academic Support
ADM.	=	Administrative
CON. SERV.	=	Contractual Services
E & G	=	Education and General
IN. SUPPORT	=	Institutional Support
INSTR.	=	Instruction
OPER-MAINT	=	Operation and Maintenance of Plant
SACS	=	This is an average based on Bachelor Degree granting institutions with an enrollment of 2501 through 5000 FTES.

**SUMMARY OF CHARTS****ACTUAL 1981-1982 PERCENTAGE EXPENDITURES (CNC VS SACS)**

	INSTRUCTION	ACADEMIC SUPPORT	STUDENT SERVICES	INSTITUTIONAL SUPPORT	OPERATION & MAINTENANCE
CNC 81-82 ACTUAL	52.7%	14.9%	10.8%	13.5%	8.1%
SACS 81-82 AVERAGE	47.2%	10.7%	9.7%	17.0%	15.4%

**PROJECTED PERCENTAGE BREAKDOWN OF E & G BUDGET**

	INSTRUCTION	ACADEMIC SUPPORT	STUDENT SERVICES	INSTITUTIONAL SUPPORT	OPERATION & MAINTENANCE
CNC 82-83 PLANNED	52.1%	15.3%	9.5%	14.3%	8.8%
CNC 83-84 PLANNED	53.5%	13.3%	9.5%	14.5%	9.2%
CNC 84-85 DESIRED	55.5%	14.0%	8.5%	12.6%	9.4%
CNC 85-86 DESIRED	56.1%	14.0%	8.4%	12.2%	9.2%

PLANNED DOLLAR BREAKDOWN OF E & G BUDGET FOR 1983-1984

	INSTRUCTION	ACADEMIC SUPPORT	STUDENT SERVICES	INSTITUTIONAL SUPPORT	OPERATION & MAINTENANCE
ADMINISTRATORS' PAY	\$ 0	\$ 289,485	\$238,350	\$ 239,345	\$ 0
FULL TIME FACULTY	2,575,000	0	0	0	0
PART-TIME FACULTY	694,300	0	0	0	0
CLASSIFIED PAYROLL	0	427,885	177,700	523,750	221,810
FRINGE BENEFITS	535,490	151,500	87,100	156,300	61,500
CONTRACTUAL SERV.	300,400	136,400	192,420	152,900	70,700
SUPPLIES	36,975	30,300	13,900	64,705	116,055
EQUIPMENT	16,800	91,505	0	17,770	15,000
MISC. WAGES	67,200	152,200	41,200	60,200	97,600
OTHER	20,700	90,000	1,700	49,400	208,910
RECOVERIES	0	<311,900>	0	<112,300>	<64,000>
	\$4,246,465	\$1,057,375	\$752,370	\$1,152,070	\$727,075
TOTALS	=====	=====	=====	=====	=====

Robert A. Shearer, Assistant to the President, reported for work on January 16, 1984.  
Faculty and Staff are invited to drop in and say hello.