



Archives

November 18, 1977
#25 of 1977

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COMMUNITY CHRONICLE

MONDAY - November 21

3:00 - Planning Council - CC233

3:00 - Faculty Personnel Committee - Conf. Room - Ad. Bldg.

TUESDAY - November 22

12:15 - Nominations Committee - Conf. Room - Ad. Bldg.

WEDNESDAY - November 23

Noon - Fine & Performing Arts

Faculty Forum, 9:05 P.M.
(WVEC, 1490AM & 11:00 P.M.
(WVHR, 101 FM) - "Perspectives
on the Panama Canal" - Dr. Morris

THURSDAY - November 24

1:30 - Deans' Meeting

FRIDAY - November 25

Basketball - 7:00 P.M. Varsity Basketball (home) 9:00 P.M.
Virginia Wesleyan vs. Mary Washington College
Longwood - Ratcliffe Tip-off Tournament
Gym.

SATURDAY - November 26

Basketball - 7:00 P.M.
Virginia Wesleyan vs.
Mary Washington -
Ratcliffe Gym.

SUNDAY - November 27

DEANS' ANNOUNCEMENTS

Early Registration

We are making a concerted effort to encourage students to take advantage of early registration. Faculty members undoubtedly can exercise more influence on the success of this effort than anyone else. Will you please urge your advisees and the students in all your classes to register early in order to get the classes and the schedule they want, and to avoid the lines, etc. at regular registration.

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ODU's Master of Business Administration Degree Program to be Offered in Cooperation With CNC

For several years there has been a growing need on the Peninsula for a MBA degree program for part-time and evening students. CNC has not been authorized to offer a graduate program, and at best it will be several years before we might expect to be in a position to seek authority from State Council of Higher Education to offer the MBA degree.

To meet the Peninsula's need for a MBA program, at least for the time being, an agreement has been signed by the Presidents of Christopher Newport College and Old Dominion University to offer ODU's MBA degree program at CNC beginning with the 1978 summer session. This agreement will in no way be detrimental to any of CNC's undergraduate programs, and should, in fact, result in increased enrollments since candidates for the MBA program will take prerequisite courses at CNC. In addition, it is expected that some CNC faculty members will teach in the MBA program.

The ODU School of Business Administration will be responsible for admissions, registration and advising. Beginning December 1, representatives of ODU will visit our campus weekly, from 5:00 to 7:00 P.M. Thursday afternoons, to meet with prospective MBA candidates. Such candidates will be advised to complete prerequisite courses during the 1978 spring semester in order to be ready to begin the MBA program in May, 1978. All students admitted to the MBA program will be required to take the GMAT examination at ODU either in January or in March 1978.

It is anticipated that two graduate-level MBA courses will be offered at CNC beginning with the 1978 fall semester, and that the number of courses offered may be increased during subsequent semesters as interest in the program grows.

Either institution can terminate this agreement upon two years written notice.

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Emergency Evacuation of Buildings

An incident in Wingfield Hall Wednesday morning has pointed to a deficiency in our planning for emergencies. This subject will be addressed at our next faculty meeting. In the meantime, EVERY FACULTY MEMBER IS CHARGED WITH THE RESPONSIBILITY FOR THE IMMEDIATE EVACUATION OF ANY BUILDING WHEN THE FIRE ALARM IS SOUNDED.

FACULTY NEWS

Assistant Dean Barry Wood attended the Annual Conference of the Association for Continuing Higher Education held in Montreal, Canada, November 6-10. The Conference attendants studied the problem of professional development and the "new" higher education where the part-time student adult will be the source of growth.

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During November, Dr. Bruce Hoiberg participated in a three day training workshop in Behavior Therapy Techniques at the Annual Behavior Therapy Conference in New York, conducted a two day seminar on human sexuality at NASA as part of the Federal Women's Program on Mental Health, and appeared on the Mid-Day Show, WVEC-TV, to discuss adjustment problems of divorced persons.

DEPARTMENT NEWS

On November 10, a group of 16 students of Spanish accompanied by Professor Scheiderer and Reppen, visited the Spanish section of the Chrysler Museum in Norfolk.

The tour was conducted in Spanish by one of the Museum's guides, Mrs. Kathy Mantel, who is a native of Uruguay. All enjoyed the cultural and linguistic experience.

Next, in the planned activities of the Club is the Christmas Party on December 10, at the Campus Center.

NOTICES

Management Development and Training Service of the Commonwealth of Virginia Workshops

Govt. 110
Equal Employment Opportunity Basic
December 1-2 8:30 - 4:30
Application Deadline - Nov. 18

Govt. 113
Conducting a Lawful Interview
December 12 8:30 - 1:30
Application Deadline - Nov. 28

Govt. 114
Evaluating and Implementing Affirmative Action Plans
January 13
Application Deadline - December 30

All workshops will be held at Ramada Inn, 5050 Midlothian Turnpike, Richmond. Workshops are open to all state employees.

If you are interested in attending any of these, please contact Lora Friedman (if you are Faculty) or Liz Welch (if you are Classified).

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Mr. Thomas G. Booker, Benefit Coordinator, Commonwealth of Virginia, representing Blue Cross/Blue Shield of Virginia will be on Campus December 8th from 1:00 P.M. to 3:00 P.M., CC Room 233, to answer any questions or help with any problems you may have about Blue Cross/Blue Shield. We urge all of you to attend.

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Spring 1978 Schedule of Classes

Each department chairman will receive a copy of the scheduled courses and room assignments for his department. In addition, the complete schedule will be posted in Newport, Gosnold, and Wingfield Halls and in the Administration Building by November 21. The Registration News is scheduled for distribution by 8:00 A.M., November 28. The early registration period is November 28 - December 2.

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English Department Opening

ASSISTANT PROFESSOR, full-time, probationary, tenure-track, beginning fall 1978. Salary \$14,500 to \$15,500, depending on qualifications and experience. Minimum requirements: traditional Ph.D. in English in hand, at least 3 years full-time experience at a four-year college or university. Fields: composition and rhetoric, advanced composition, creative writing, business and technical writings. Send cover statement and vita only--no credentials unless requested, please. Letters from persons who do not meet the minimum qualifications as outlined above cannot be acknowledged. No applications accepted after December 10. Write to Jane Chambers, Chairman, Department of English, Christopher Newport College, Box 6070, Newport News, Virginia 23606. CNC is an AA-EO employer.

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David Beers Quinn Lecture

This Friday, November 18, at 7:30 P.M. David Beers Quinn will deliver a public lecture in the Mariners Museum. Professor Quinn is an internationally-known scholar specializing in the field of exploration and discovery. His topic, "Thomas Cavendish, Circumnavigator," will focus on a major Elizabethan navigator, adventurer, and colonial entrepreneur. All students and faculty are invited to attend. Due to limited seating, reservations are necessary. So please call the Mariners Museum, 595-0368, to make arrangements. Hope to see a good turnout. Thank you.

COMMITTEE REPORTS

Faculty Advisory Committee

The Dean of Academic Affairs has requested the advice of FAC on a proposed administrative policy on Consultation, Research, and Part-time Employment. The Committee has reviewed the initial administrative draft policy and given advice concerning changes. A second draft of the policy, as presented below, has been formulated by Dean Edwards in consultation with the FAC. The Committee desires the input of faculty members concerning this administrative policy. Please send any written suggestions to the Chairman of FAC by Friday, December 2. Should anyone desire to discuss his written input, we invite him to attend the meeting of FAC on Tuesday, December 6, 11:00 A.M. - Noon in Room 233 of the Campus Center.

Elizabeth Daly

DRAFT

CHRISTOPHER NEWPORT COLLEGE

CONSULTATION, RESEARCH, AND PART-TIME EMPLOYMENT POLICY

PREFACE: Christopher Newport College affirms the fact that the members of its faculty are professional people and, as such, have commitments and obligations to increase and broaden their knowledge and skill. It further accepts the premise that, where appropriate, limited association of faculty members with governmental agencies, professional agencies, organizations (public or private), or individuals outside the institution may contribute to the growth of their competence as teachers and scholars. The consultation policies described below have been formulated on the philosophy that (1) it is the right of individual faculty members to practice their discipline outside the college community, that (2) it is the right of the College to protect itself against outside demands on faculty members which would interfere with their academic development or performance of college duties, and that (3) there is need for protection of the facilities and resources of the institution from diversion from its programs of education and scholarly activity.

I. OFF-CAMPUS CONSULTATION AND RESEARCH

Off-Campus Consultation and Research is understood to mean any service rendered by faculty members individually or collectively to any individual or to an outside institution or agency, commercial or otherwise, the objective of which is the advancement of knowledge in fields of endeavor related to a faculty member's employment at Christopher Newport College. This is off-campus work outside the faculty member's normal college responsibilities and requires only the time and special qualifications of the faculty member. No college facilities or services, nor the time or effort of any other college personnel are to be used for this work. The activity must not carry college sponsorship.

1. Occasional Outside Activities

Occasional outside lecture and consultations, membership on professional and governmental committees, creative writing, writing of scholarly books, participation in accreditation visits, individual creative endeavor, community services and related activities, are not included in the above definition as they are considered normal academic duties and are encouraged so long as they do not interfere with teaching assignments, research productivity and other departmental or college duties of the faculty member.

2. Recurring Activities

Letters requesting approval for all recurring consultation and research must be submitted to the faculty member's academic department for its recommendation and to the appropriate Assistant Dean of Academic Affairs for approval or disapproval. A copy of this action will be sent to the faculty member, department chairman, assistant dean, and Dean of Academic Affairs before the work is undertaken.

An appeal of the decision goes directly to the Dean of Academic Affairs. Approval must be renewed annually if the activity is going to be continued during the subsequent academic year.

2.1 Responsibility of Individual Faculty Member

2.1.1 It will be the professional responsibility of the faculty member to limit his consultation and research activities so that they do not conflict with his primary responsibility as a faculty member.

2.1.2 It shall be the responsibility of the individual faculty member to initiate a written request for approval as outlined in paragraph 2.

II. ADDITIONAL EMPLOYMENT ON A SCHEDULED BASIS

This usually involves employment for compensation extending for a semester or more in addition to the faculty member's college responsibilities. Such employment may be with CNC or an agency or firm not affiliated with the college or may be self-employment in the nature of independent professional services. A written statement of approval from the appropriate Assistant Dean of Academic Affairs is required before such employment can be accepted or undertaken as identified under I, 2.1. A faculty member is not permitted to contract for employment with another public or private college or university except upon written authorization by the appropriate Assistant Dean of Academic Affairs.

Full-time faculty shall be allowed to teach one course on an overload basis per semester. Except in the most extraordinary circumstances, approved by the appropriate Assistant Dean of Academic Affairs, overload contracts will not be issued to regular faculty for daytime classes. In those cases where a reduction of load is permitted for faculty members for administrative duties, no overload contract will be issued for weekday classes that end before 6:00 P.M.

III. GRANTS, CONTRACTS, AND CONSULTATION USING COLLEGE FACILITIES, SERVICES OR PERSONNEL.

Grants, contracts, and consultation requiring the services of college faculty and staff and/or the use of college facilities or services must be administered in accordance with (a) the current CNC policy on Grants and Contracts (copies are available from the CNC Development Office) and (b) the current regulations of the funding source.

1. Grants and Contracts are defined as specific arrangements with:

- 1.1 Federal agencies
- 1.2 State agencies
- 1.3 Non-profit foundations and agencies
- 1.4 Business and Industry

All of these awards are made to the College for the support of the research and other sponsored activities of the faculty member. All funds are deposited with and disbursed from the Office of the Business Manager. Any salary and ac-

companying fringe benefits to be paid from such awards are included in the grant or contract budget and must be paid as part of the annual compensation through routine college procedures. This becomes a part of the total annual compensation which will be defined as the original CNC contract amount less the percentage of salary equivalent to requested released time plus the amount awarded to the individual as salary in the grant.

2. Consultation and Research Requiring College Facilities, Services or Personnel.

Occasionally, a faculty member, or a group of faculty members working together, will be requested by an outside organization to provide consultation services in college facilities or using college services or personnel. Such consultation services may be performed if at least one of the following criteria is met to the satisfaction of and approved in writing by the appropriate Assistant Dean of Academic Affairs.

- 2.1 The project will improve the scientific or professional qualifications of the faculty member.
- 2.2 The project enhances on-going programs of faculty members making these programs more complete and comprehensive.

Participating faculty members shall have the right to publish the results of these studies. Reference to the college, including names of faculty members, for commercial advertising purposes is prohibited; reference may be made to the research publications reporting the work.

