

CNC CHRONICLE

1982-83

September 9th
#25 of 1983

MON.

September 12

Status Change Steering Committee - 3:00 - A451

TUE.

September 13

WED.

September 14

THU.

September 15

FRI.

September 16

SAT.

September 17

SUN.

September 18

Published weekly by the
Vice President for
Academic Affairs

OFFICIAL ANNOUNCEMENTS

September Faculty Meeting

The regular September meeting of the Faculty was scheduled for 3:00 p.m., Friday, September 16, 1983, in A-105. As of the closing time for submission of agenda items for consideration by the Faculty at this meeting, the only items of business on the agenda (other than the approval of minutes from previous meetings) were elections to fill vacancies on the Honors Council and the Academic Hearing Board. Consultations with the Chairman of the Nominations Committee, Chairman of the Honors Council, and Academic Hearing Examiner revealed that these items of business could be handled at the regular October meeting of the Faculty without adverse effect. The regular September meeting of the Faculty is therefore cancelled. The regular October meeting of the Faculty is scheduled for 3:00 p.m., Friday, October 14, 1983, in A-105.

-- Vice President for Academic Affairs

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Motor Vehicle Registration

Faculty, Staff, and students who operate or park a motor vehicle or motorcycle on the Campus Grounds must register the vehicle with the Parking Administration in the Campus Center Building by Tuesday, September 6, 1983.

The 1983-84 parking stickers are on sale now, and may be purchased at the Campus Center Information Desk from 7:30 a.m. to 10:00 p.m. Monday through Thursday and 7:30 a.m. to 5:00 p.m. Friday. Early vehicle registration is encouraged.

-- Campus Police Chief

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Contacting Campus Police

The following procedures for contacting Campus Police is effective Monday, August 29, 1983.

- (1) To contact Campus Police for assistance between 7:00 a.m. - 10:00 p.m. Monday through Thursday and between 7:00 a.m. and 5:00 p.m. on Friday, call the Campus Center Information Desk at ext. 7100 (off Campus 599-7100). The Information Desk will dispatch an officer via radio to the location where assistance is requested.
- *(2) To contact Campus Police anytime other than indicated above, call ext. 7253. If you are off Campus, dial 599-7253. Telephone 599-7253 allows the caller to talk directly to the officer on duty via radio-telephone.

The Campus Police Chief can be contacted at ext. 7053 between 8:00 a.m. and 5:00 p.m. Monday through Friday. Calls to ext. 7053 will automatically transfer to the Campus Center after the third ring.

*NOTE: Telephone 599-7253 has been designated as an EMERGENCY telephone number. It should ONLY be used after all other means of contacting Campus Police has been exhausted.

-- Campus Police Chief

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Deadline for Book Requests

Please remember that book requests should be turned in to the Faculty-Library Coordinators by September 23, 1983. The coordinators will review departmental book requests and turn them in to the Library on September 28th.

-- Library Director

NEWS & GENERAL INFORMATION

Faculty-Library Coordinator Appointed

Dr. David Dooley has been appointed as Faculty-Library Coordinator for the Political

Science and Governmental Administration, Psychology, and Sociology and Social Work departments.

-- Library Director

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Fire & Safety Inspection

On Tuesday, September 13, 1983 at 10:00 a.m., the Newport News Fire Department will conduct a Fire and Safety Inspection of all college buildings.

Employees may be asked questions such as what action would you take in the event of a fire, bomb threat or injured person? Where is the fire extinguisher and fire alarm pull station located closest to your work area? What is the college and the peninsula emergency telephone numbers, and how do you dial it from a college telephone?

Please review the College's Emergency Procedure pamphlet and give the Fire and Safety Inspector your complete cooperation.

-- Safety Director

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Bomb Threats, Obscene, and Annoying Telephone Calls

C&P Telephone Company has agreed to assist Campus Police identify the telephone number(s) that are the origin of bomb threats, obscene, and annoying telephone calls which are made to college telephones. It is Very Important that you note the time of the call and notify Campus Police immediately in order to identify the origin of the call.

The following is a check list that will be helpful in identifying the caller of a bomb threat, obscene, or annoying telephone call.

TELEPHONE THREAT CHECK LIST

Instructions: Be calm and courteous. Do not interrupt the caller. If possible, notify police while caller is still on the line. Keep caller talking. You may pretend difficulty with hearing.

LANGUAGE OF THREAT _____

ASK THESE QUESTIONS:

When will it go off? _____

Where is it located? _____

What kind is it? _____

Why are you doing this? _____

How do you know so much about the bomb? _____

What is your name? Address? and where are you now? _____

VOICE CHARACTERISTICS:

Male _____	Female _____	Adult _____	Juvenile _____	Age _____	Loud _____	Soft _____
Deep _____	High _____	Raspy _____	Whisper _____	Intoxicated _____	Impediment _____	
Pleasant _____	Fast _____	Slurred _____	Distance _____	Slow _____	Nasal _____	
Stutter _____	Lisp _____	Other _____				

BACKGROUND NOISES:

Factory machines _____ Office machines _____ Music _____ Voices _____ Street _____

traffic _____ Party atmosphere _____ Bedlam _____ Quiet _____ Airplanse _____
 Animals _____ Other _____

MANNER:

Calm _____ Angry _____ Rational _____ Irrational _____ Coherent _____ Incoherent _____
 Deliberate _____ Emotional _____ Righteous _____ Laughing _____

Did caller appear familiar with building from his description of the bomb location? _____

ORIGIN OF CALL:

Local _____ Long distance _____ Booth _____ Internal _____

Name of Person Receiving Call _____

Time Call Received _____

-- Campus Police

FACULTY/STAFF/STUDENT NEWS

Carl Colonna was a commentator on WGH-AM Radio News concerning "The Difference Between Interests on Consumer Credit and Interest Rates of Commercial Banks."

This summer Professor Colonna proctored an examination for the American Association of Purchasing Agents. The purpose of this examination was to be used as an upgrading of skill levels and certification for potential members in this professional organization.

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Elizabeth Daly has accepted an invitation from Dean John M. Nagle, School of Education, College of William and Mary to be a member of a Study Group which will review the master's advanced certificate, and doctoral programs in educational administration.

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James C. Windsor, Professor of Psychology, will serve as Chairman of a Southern Association evaluation committee to Bryan College, Dayton, Tennessee, October 9-12.

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Fall Semester, 1983, Listing of Adjunct Faculty.

SCHOOL OF BUSINESS & ECONOMICS

Thomas Dow
BUSN 474-01

Lloyd Nance, Jr.
BUSN 471-01

Heinz Alex Stadthagen
ECON 420-98

Leonard L. Graves, Jr.
ACCT 342-01

Donald Ragland
ACCT 405-02

Terry Thomason
BUSN 311-04

Thomas H. Hughes
ECON 201-06

Charles Rogers
BUSN 431-01; BUSN 324-03

Steven R. Williamson
FINC 323-05; FINC 323-98

Dr. David Jones
BUSN 325-71

Charles Thomas Smith
ACCT 415-01

Andrew G. Womble
ACCT 351-01

Mary Duncan Kirtland
ECON 202-03

Anne Lucius Squires
ACCT 201-71

SCHOOL OF LETTERS & NATURAL SCIENCE

Shahram Amiri
CPSC 221-05

Frederick C. Grant
PHYS 201L-01; 202L-01

Stephen K. Park
MATH 240-02

Patricia B. Angley
ENGL 102-04

Harry L. Beach, Jr.
ENGR 303-01

Hari B. Bidasaria
CPSC 330-02

Harold C. Brown
ENGL 101-03

John D. Buckley
PHYS 103-02

Charles E. Byvik
MATH 240-03; PHYS 351-01

Jeremiah F. Creedon
MATH 125-08

Robert K. Crouch
PHYS 103L-01

Antoinette R. D'oronzio
BAST 010-03; 011-03

Elizabeth J. Earley
ENGL 101-02; 101-71

Martha A. Fawbush
ENGL 102-01; 102-02

Alma J. Frazier
BAST 011-05; 011-01

Martha D. Graham
BAST 020-06; 020-03

George C. Grant
CHEM 445-01

Charles E. Hammond
MATH 110-07

Jay C. Hardin
MATH 260-01

William Haltzel
BAST 030-04

Bobby E. Horne
CPSC 220-07; 220-08

Clayton E. Howerton
CPSC 295CTP-04; 220-05

John R. King
RSTD 361-01

Jules J. Lambiotte
MATH 125-09

William S. Lassiter
MATH 125-71

Siu K. Lo
MATH 250-02; CPSC 221-03

Sophia Maggelakis
CPSC 295CTP-05

Kenneth Margolis
MATH 130-03; 140-03

William A. Molineux
ENGL 260-01

Stanford C. Pearson
MATH 130-06

Vincent A. Pierro
PHYS 201L-02

Frances Prince
BAST 010-04

Ellen W. Rockwell
ENGL 101-01; 101-10

Roberta Rosenberg
ENGL 101-98

Richard W. Samms
MATH 130-05

Rosemarie Seawall
BAST 030-06

Barry T. Smith
ENGR 311-01

Marcia S. Stefani
BIOL 415-01; 415L-01

William L. Welter
MATH 130-07

Betty E. Wrightson
CHEM 105L-05; 106L-01

Sharon L. Zuber
BAST 010-05; 020-05

SCHOOL OF SOCIAL SCIENCE & PROFESSIONAL STUDIES

Betty Anglin
FNAR 218-01; 219-01
218-02; 219-02

Thomas M. Costa
HIST 101-96

Judith B. Healey
EDUC 495NTP-01

James W. Jones
FNAR 321-01; 323-01; 401-01

James F. Kenny
EDUC 404-01

Mary O. Lowe
EDUC 440-98

Robert Netter
PSYC 316-01

Howard M. Scammon, Jr.
SPCH/THEA 214-01

Cheryl M. Scott
LSPE 181-04

Tipton K. Sheets
PSYC 304-01

Joel E. Suben
MUSC 414-01; 314-01
Applied Music (Composition)

Jesse L. Tench
LSPE 179-98; 183-98

Bette K. Thomas
SPCH 201-05

David N. Tornberg
LSPE 415-01

Barry C. White
LSPE 181-01

Robert W. Wilson
LSPE 178-98; 194-98

Applied Music Instructors

John S. Boyles--guitar
 Mary M. Cohen--voice
 Deborah W. Cross--flute

Thomas W. Forrest--voice
 Gary E. Lewis--organ
 Margaret S. Madison--voice

Glenn R. Winters--piano
 Ruth E. Winters--piano

COMMITTEE INFORMATION & FACULTY BUSINESSMinutes of the Christopher Newport College Faculty - August 24, 1983

The first meeting of the Christopher Newport Faculty in the 1983-1984 academic year was held August 24, 1983 in room 125 of Christopher Newport Hall. Vice President for Academic Affairs, Richard Summerville, presided.

CALL TO ORDER

The meeting was called to order at 3:15 p.m.

AGENDA

As announced, three presentations were made to the Faculty:

- (1) Vice President for Academic Affairs, Richard Summerville, addressed the faculty on the year ahead.
- (2) President Anderson spoke briefly on the state of the College.
- (3) Rector Mary Passage, on behalf of the Board of Visitors, gave the Faculty its charge for this twenty-third academic year in the College history.

NEW BUSINESS

Although unannounced prior to this meeting, there was one item of new business:

Motion by Dr. Squires that future faculty meetings be held in the auditorium in the Administration Building.

Action Motion seconded and approved by voice vote.

ADJOURNMENT

The meeting was adjourned at 4:35 p.m.

-- Christopher D. Scheiderer
 Secretary of the Faculty

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Evaluations -- 1983-1984

The Faculty Evaluation Committee has determined the evaluation calendar for the year. The Faculty Handbook defines each step. The members of the committee (Coker, Gailey, Hines, Miller, Persky and Squires) are ready to assist in the interpretation of regulations.

The peer group for a simple retention decision or for a review of a tenured faculty member should consist of at least three members. For decisions concerning tenure, the peer group consists of at least five members. For decisions concerning promotion, the peer group consists of at least seven members. The peer group for promotion must include two faculty members from outside the department at the Associate rank or higher in the seven member composition.

		<u>1st Year</u> <u>Faculty</u>	<u>2nd Year</u> <u>Faculty</u>	<u>Others</u>
Step 1	Notification of evaluation; forward criteria to FEC	Oct 3	Oct 3	Oct 3
Step 2	FEC review	Oct 17	Oct 10	Oct 17
Step 3	Completion of dossier & submission to peer group	Dec 12	Oct 17	Dec 12
Step 4	Circulation of dossier in peer group and recommendations completed	Jan 23	Oct 24	Jan 23

Step 5	Peer group evaluation to evaluatee	Jan 24	Oct 31	Jan 24
Step 6	Signed evaluation to FEC	Jan 25	Nov 7	Jan 25
Step 7	Evaluation to FPC	Jan 30	Nov 14	Jan 30
Step 8	Evaluation to Dean of appropriate school	Feb 3	Nov 18	Feb 3
Step 9	Evaluation to VPAA	Feb 8	Nov 30	Feb 15
Step 10	VPAA's recommendation to President	Feb 20	Dec 8	Apr 6
Step 11	President reviews and makes decisions on tenure/promotion recommendations to Board of Visitors	— —	— —	— —
	Board of Visitors acts on recommendations recommendations	— —	— —	Apr 26
Step 12	Faculty member notified in writing	Mar 1	Dec 15	Apr 30

Please use the following checklist when organizing the dossier.

1. Signed summary statement
2. Forms for tenure or promotion with necessary qualifications checked
3. Minority report for any member not agreeing with the majority
4. Previous summary statements and tenure/promotion forms
5. Summary of degrees and professional experience - Resumé
6. Dossier arranged in 4 sections:
 - A. Teaching Effectiveness
 - a. Course outlines for courses taught
 - b. Summary of student evaluations since last evaluation
 - B. Previous Student Evaluations
 - C. Professional Competence and Development
 - D. Service to the Department, the College and Community
7. Evidence in dossier for all statements in summary statement

The FEC will hold a workshop on putting together the dossier for all new and interested faculty members on Friday, September 30th. at 1215 hours in room W-209.

Robert Coker, Chairman FEC