**Savannah State University Faculty Senate**

Minutes for meeting of Tuesday, February 5, 2013

 4 PM Whiting Hall 132 Jen Auditorium

Senators Present: Bentley, Brooks, Franklin, Faries, Kawasha, Maynor, Metts, O’Brien, Rukmana, Silberg, St. Mark, Stewart, Wyche, Brown, Niranjan, Jahmani, Ouandlous, Yoon, Dolo, Cox, Adeyemo, Johnson, Warren, Harris-Murphy, Verret, Mosley

Senators Absent: Walker, Jordan, Reddick, Arora, Li, Sajwan, Tessema

Senators Excused: Sivapatham, Taqylor

Visitors Present: Gardner, Smith, Clark, Hayes, Fayoyin, Mustafa, Schroeder, Jolley, Brannen, Yount, Barnette, Lambright

1. Call to Order- The meeting was called to order with a quorum present by Dr. Metts at 4:10 PM.
2. Approval of Agenda- The agenda was approved with the addition of the swearing in of new Senator Mosley from SOTE.
3. Approval of Minutes (of January 8, 2013- Under VII. A. a. g., add FSSR2013-4. This number was missing. The minutes were then approved.
4. President’s Report
5. The final enrollment for the spring, 2013 Semester is 4,315 students, including 297 new students. We had graduated 219 students in December, 2012. We have 90% occupancy of campus housing.
6. Enrollment Services, including recruitment, Registrar’s Office, etc., will be moved to Academic Affairs on March 1st.
7. The VPAA position will be changed to Provost and Vice President for Academic Affairs.
8. The President distributed a handout detailing the 2013 Faculty Mini-Grant Initiative to assist with funding opportunities for full-time faculty. Fifty thousand dollars have been set aside for mini-grants ranging from $500 to $2,000.
9. In 2012, faculty used $39,170 for the mini grants. Thirty-seven proposals were submitted and 25 were approved. Some were for professional development.
10. Dr. Dozier announced that there will be $25,000 available to help students with international study.
11. USG update
12. There are 31 institutions in the system. Eight institutions were consolidated into four. There is a strong possibility of future consolidations.
13. There is a5% budget cut for fiscal year 2013.We had a 3% cut in the fall and an additional 2% in the spring.
14. The budget meeting with the Chancellor will be in March. We will determine the funds we need to implement the Complete College of Georgia plan. Our SSU budget meeting will be after the BOR budget meeting.
15. The Governor did not approve 25 to 30 system-wide small capital projects. The renovation of Herty Hall is among those projects. It is up to the legislature to approve the projects.
16. There are five new BOR members. The Governor will name a new BOR member from District 1.
17. The BOR April meeting will be held in Savannah on the three campuses of SSU, AASU, and SKIO. It will be on SSU’s campus on Wednesday, April 17th. We can take advantage of this opportunity to showcase our campus.
18. The President distributed a handout to all Senators highlighting some of SSU’s recent accomplishments.
19. The Honors Convocation will be held on Thursday, March 21 at 10 AM in the Tiger Arena.
20. The 24th Annual Black Heritage Festival is ongoing. SSU is one of the major sponsors.
21. Committee Reports
22. International Students, Programs, and Services Committee
23. Study Abroad mini-grants are available to students. There is a total of $25,000.
24. The committee met with Dr. Clark, Dr. Verret, and Dr. Naniyuzeyi to discuss resources available to international students regarding transportation downtown. There was also a discussion about finding a space for international students to have, perhaps in Adams Hall.
25. Money could be available if the Department of International Education at SSU proposed a grant for our international students.
26. The International Education Center has requested a student worker but has not yet received one.
27. It was suggested that there be a forum for international students to speak with the President in order to hear their comments and concerns.
28. There will be thirty students coming from Brazil to study at SSU.
29. There was a continued discussion of ESL resources. Dr. Faries sent an email to determine how many TESL or TOEFL certified teachers are at SSU. We currently have six certified professors.
30. A suggestion was made to have an ESL tutor in the Rewrite Connection and to have an ESL English 1101 class.
31. International Education could have a more generalized exchange program through Georgetown. One of our students would go abroad and a student from the foreign institution would study at SSU.
32. The Council General from China was in Savannah yesterday. Three of our students from China went to meet the Council General.
33. The President said that ESL fits with our Complete College of Georgia plan. If there is a cost factor with this, please let the President know.
34. Dr. Faries asked about who would implement some of these new ideas. the President responded that the Provost, Dr. Verret, would be doing this.
35. Academic Calendar Committee- Dr. Metts distributed the minutes of the committee meeting to Senators. Here are the highlights:
36. A calendar had been generated by Ms. Jenkins for fall, 2013 to summer, 2014. After discussion of possibly adding an additional training/travel/institute period before classes actually begin, Ms. Jenkins agreed to provide two models of spring 2014-summer 2015, one with a start date of Jan. 6 and the other of Jan. 13., preferably by the time we have the next senate meeting so that we could get input about the proposed intercession dates for January 2014. The changes would then be incorporated by a review by the President’s Council.
37. The committee decided to leave the fall 2013 semester “as is.”
38. Dr. Metts was voted as temporary chair until an Assistant VPAA is hired.
39. Academic calendars will consist of a 2-year span.
40. There was a question about whether to align the SSU calendar with AASU’s calendar (start and end dates). That question may be investigated.
41. The committee requested that the final exams coincide with the actual meeting dates. Tuesday/Thursday exams would start on Tuesday of exam week while Mon./Wed./Friday exams start on Wednesday. The Monday after Commencement would be a “conflict” day. Ms. Jenkins agreed to modify those dates in the final exam schedule.
42. The committee discussed formulating “traditional dates” for certain events, notably Commencement Day (May, December), University Faculty meeting, and Honor’s Convocation.
43. Founder’s Day: Dr. Verret will speak with Dr. Dozier about moving this day to Homecoming week as was its former tradition. This shift would allow alumni to more readily attend and hopefully increase attendance.
44. The Faculty Senate has already voted on Senate meeting dates, especially November and April to avoid impact on final exams.
45. After traditional dates have been reviewed by the President’s Council, the committee will share the revised calendars with faculty through email before the Feb. 5 Faculty Senate meeting.
46. Faculty Development Committee
47. The committee appointed Dr. Reddick as chair and convener of the Teaching and Learning Grants Subcommittee, whose members are Reddick, Adeyemo, Yount, Friedrich, Brown, the Director of Title III Programs, and the Assistant Vice President for Academic Affairs. Dr. Jahmani was appointed convener of the Distinguished Professor subcommittee, whose members are Jahmani, Lin, Garner-Martin, Choi, the current Distinguished Professor, the Immediate Past Distinguished Professor, and the Assistant Vice President for Academic Affairs. Dr. Choi was appointed convener of the Patent/Copyright subcommittee, whose members are Choi, Taylor, Singh, Yagumi, and Adeyemo. The conveners are responsible for convening a meeting of their respective subcommittees before the next committee meeting.
48. The Distinguished Professor and Patent/Copyright subcommittees will elect chairs at their first meeting.
49. Regarding faculty sabbaticals, it was agreed that both tenured and non-tenured professors should be eligible for this type of leave. Members opined that tenure-track faculty should be able to use sabbatical leave as a way to strengthen their research portfolios prior to applying for tenure and/or promotion.
50. Members expressed the opinion that the current sabbatical policy was unclear and further clarification was needed from the administration. Dr. Gardner-Martin will investigate this issue and report her findings to the committee.
51. The committee will meet with the VPAA to determine the amount of faculty development funds for its use. The President asked if funding has been an issue regarding having an SSU Distinguished Professor. We have not had a distinguished professor for several years.
52. The next committee meeting will be in COBA 107 on Feb. 8, 2013 at 2 PM.
53. Executive Committee- Dr. Dolo distributed the following Senate resolutions:
54. Modified Senate Resolution FSR 2013-2 proposes that, as of fall 2013, the university, via the Office of Business and Finance, freeze parking fees for faculty at AY 2012-2013 rates for the 2013-2014 academic year. The resolution was approved.
55. Modified Senate Simple Resolution FSSR-2013-5 proposes that April 6-12, 2013 be recognized as Inauguration Week for the purpose of (including but not limited to) the continuity of government and the smooth transition of presidential power; and the Faculty Senate encourages faculty participation in each of the inaugural week activities to ensure unity, love, and support for the vision of Dr. Dozier. The resolution was approved.
56. Modified Senate Simple Resolution FSSR 2013-6- The Faculty Senate resolves that the following procedures be followed for proceedings involving Senate resolutions:
57. Introduction of resolutions

i: Any Senator can introduce a resolution by notifying the Corresponding Secretary of the Faculty Senate via email before or at the time of the Corresponding Secretary’s request for agenda items for the next meeting of the Faculty Senate

 ii: A copy of the proposed resolution shall be submitted to the Corresponding Secretary no later than 30 hours (including weekend hours) before the next Faculty Senate meeting.

1. Faculty Senate Committee Action

i: The Executive Committee assigns the resolution to the appropriate committee.

ii: The Executive Committee sets a time limit on committee consideration of the resolution and schedules consideration of the resolution on the agenda of the next Faculty Senate meeting.

iii: The resolution is considered dead if the committee fails to report on the resolution within the assigned time frame.

iv: Any committee reporting a resolution to the full Faculty Senate floor for passage shall submit the full text of the resolution to the Corresponding Secretary no less than 30 hours (including weekend hours) prior to the Faculty Senate meeting.

1. Faculty Senate Floor Action

i: Committee reports including any proposed resolutions and/or Senator presentation of a proposed resolution.

ii: Debate

iii: Vote

1. Presidential Action

i: A resolution becomes effective when signed by the President.

ii: If the President rejects the resolution, it must be sent back with a note listing reasons for his/her rejection. The Senate may attempt to either modify the rejected resolution to meet the President’s requirement(s) or the Senate may abandon the resolution and allow the President’s veto to stand.

**Types of Resolutions**

1. Resolutions

i: A substantive type of resolution designated by FSR (Faculty Senate Resolution).

ii: A proposal that, if approved by majority vote of the Senate and signed by the President, becomes university policy.

1. Simple Resolutions

i: A type of resolution designated by FSSR (Faculty Senate Simple resolution) that is used primarily to express the sense of the Faculty Senate.

ii: A simple resolution is not signed by the President and does not necessarily become university policy.

1. Correspondence
2. An email was received indicating that some of the grade appeals by students seem to be frivolous. There should be more structure to grade appeals. The process is in the Student Handbook and mirrors the language in the Academic Catalog. The Dean’s Council will review the grade appeal process.
3. Golf Carts A. Dr. Metts express a concern about golf carts driving the wrong way on the sidewalk and almost causing accidents. B. Dr. Clark will look into best practices at other schools regarding golf carts and will bring back a proposal.

C. Deputy Chief Hayes said there is no policy for how golf carts drive, which is a public safety issue.

D. There was a suggestion to have beeping carts like those used at airports.

E. There should be a reeducation of people driving carts which would emphasize that pedestrians have the right of way. Carts should also avoid driving during change of classes.

F. There will be an ad hoc committee which will come back with a recommendation for the Senate. Dr. Metts was invited to be on the committee. Dr. Dozier suggested that a student also be on the committee.

 VII. Announcements- There will be HIV testing in Student Union C on Feb. 7 from 10-2.

1. Adjournment- The meeting was adjourned at 5:25 PM.

Respectfully submitted,

Kevin O’Brien- Recording Secretary