

Deans' Council Minutes
Monday, January 9, 2012
Academic Affairs Conference Room - 10:30 a.m.

In attendance: Dr. Mostafa Sarhan, Dr. Larry Stokes, Ms. Ivy Brannen for Mrs. Mary Jo Fayoyin, Dr. Reginald Leseane, Dr. Derek Dunn, Dr. Elazer Barnette, Dr. Michael Schroeder, Dr. Chellu Chetty, and guest: Mr. Mac Baldwin

Introduction of Mr. Mac Baldwin, Savannah State University Military Liaison

- Here to assist full time military students and dependents of military personnel;
- More than happy to assist the academic colleges in any way possible;
- Office hours are from 8:00 am – 1:00 pm, M – F;
- He will also be responsible for reaching out to local bases in the surrounding area (Hunter, Ft. Stewart, Parris Island, etc.)

Review Minutes

- Minutes approved;
- Under SOTE update, remove NCATE;
- Under COST update, change spelling of Perdue to Purdue;

Freshman Year Experience

- What qualifications do we want to set to teach this course;
- It was moved from CAS/Student Affairs to Academic Affairs to strengthen the academic component;
- Should instructors have a master's degree or higher? Agreed master's required;
- FYE learning outcomes were crafted to be generic to fit all three colleges;
- SACS will look at qualifications of the instructor vs. the specified learning outcomes;
- To avoid issues, make sure the instructor links to the learning outcomes;
- Does COMM 1000 cover the same things as the other FYE courses?

Communication with students – how do we bridge the gap?

- Methods currently in use include Twitter, Facebook, Tiger's Roar;
- Dr. Clark should be included in any discussion going forward;
- Going forward, all student forums should policy updates;
- These should be done at Presidential and SGA student forums;

BS in Forensic Science (SACS notification)

- The new degree program was approved by the Board of Regents but SACS received no notification;
- Going forward, Academic Affairs should notify Dr. Crow who will in turn notify SACS of any substantive curriculum or degree changes;
- Academic Affairs will furnish necessary information for Dr. Crow to use in the update;

"D" grade – new financial aid guidelines

- If a student receives a grade of "D" in a class, financial aid monies will no longer pay to repeat due to "D" being considered as a passing grade;
- If a student has a GPA of less than 2.0, will cause suspension or other consequences;
- In some discipline areas a "D" is not considered passing;

- Dr. Sarhan advised the Deans to take this information back to their respective colleges for curriculum committees to vet;
- Gatekeeper courses need to be identified in each discipline where a “C” is required to progress;

Grade Appeal Policy

- Handout provided by Dr. Stokes;
- Major issue at hand is lack of submission of all pertinent work to the grade appeal committee;
- Faculty must turn over all materials to the grade appeal committee;
- It was suggested that the language in bullet 5 be combined with the information in bullet 6;
- New policy was approved with the suggested changes;
- **Approved;**

Academic Suspension policy revision

- Handout provided by Dr. Stokes;
- Policy approved as written;
- **Approved;**

Academic Standing status

- Handouts provided via email by Ms. Jenkins;
- No discussion held;

Faculty Searches

- COBA is interviewing one person today, Jan 9 and another on Jan 10;
- Still need persons in the following areas: Economics, Accounting, Finance (1 hired), Logistics (awaiting response from candidate);
- CLASS has conducted Political Science interviews via phone;
- SBS chair position has received seven (7) applications;
- Criminal Justice has received four (4) new applications;
- Homeland Security has application deadline of Jan 16;
- MPA/Political Science is screening applications next week for two (2) positions;
- Writing Center position has invited two (2) candidates for interviews;
- Mass Communications has two (2) open positions and the search committee has met to look over applications;
- Liberal Arts has one (1) open position to replace Dr. Russell Chambers;
- SOTE has completed the hire process for two (2) candidates;
- COST has closed the search for two (2) math positions and the marine science position;
- Search is ongoing for the chair position in Natural Sciences;
- Forensic Science search is underway;
- Three (3) remaining positions in math need to be filled;
- One position in Biology and one in Environmental Science need to be filled;

Sidebar

- One time funding will provide for English as a Second Language (ESL) classes in Summer 2012;
- University College/General Education model still on the books;
- At what point do students leave University College and enter the program;
- Situation needs to be addressed with students listed in a particular major who have not taken a course in the major;

Old Business

- Status of Indirect Cost funds to units? Paperwork was submitted, awaiting approval;
- Handout provided by Mrs. Goldman to reflect what items were approved in the one-time funding request;

Letter from the President to campus (requires input from Academic Affairs)

- Mentioned that all units need to provide the requested information for completion of the return letter to the campus from President Dozier;

Unit Reports

CLASS

- Dr. Charles Elmore has been named the Interim Chair of Mass Comm;

SOTE

- PSC document is in the final stages;
- Jan 20th document will be emailed for one final review on campus;
- Faculty Searches are complete;
- 2 classes being offered this semester, one for interested education majors and one for students needing to complete the Education minor;
- Dr. Barnette has met with Dr. Clark to do a walk through Morgan (future home of SOTE);
- Move should take place in Feb or sooner;
- Farewell celebration for Dr. Wyatt was a success and many campus personnel participated;

Academic Affairs

- 4045 students enrolled;
- 3300+ already paid;
- International Education Taskforce report has been submitted;
- Dr. Dozier will be providing funding support for international efforts;

OSRA

- GRE prep workshops forthcoming;
- Dr. Chetty will be moving to the space vacated by the SOTE;
- Grants personnel will remain in Hubert;
- Dr. Chetty will be pursuing \$2 million grant in Washington, DC;

COST

- Faculty meeting this Thursday, Jan 12th;
- Reception to be held to honor Dr. Lemma's Board of Regents award;
- Visit on March 1 with Purdue to pursue research opportunities for Master's students;
- 8 faculty members up for Tenure/Promotion;

Library

- Two librarians will be attending the HBCU Library Alliance Institute (Ivy Brannen and Lauren McMillan)
- Mrs. Leatha Miles-Edmondson has been hired and is onboard as the Outreach librarian;
- Restroom renovation in the library is complete;

COBA

- Study abroad programs on tap for India and China for faculty and students;
- ITT is sending students to SSU;
- 6 – 7 SSU students attended the IABE conference (presentations went well);
- Students also attended Southeast DSI conference;;
- DegreeWorks meeting on the 17th at Macon State;

Graduate Administration

- Guidelines are needed for awarding/appointing of Grad Assistants;
- Send guidelines to Ms. Jasmine Miller;