

Dean's Council Minutes
Thursday, August 18, 2011
Academic Affairs Conference Room - 10:30 a.m.

In attendance: Dr. Mostafa Sarhan, Dr. Larry Stokes, Dr. Derrek Dunn, Dr. Elazer Barnette, Dr. Reginald Leseane, Dr. Michael Schroeder, Mrs. Mary Jo Fayoyin , Dr. Chellu Chetty and Guest: Mrs. Dedra Andrews

Pre-Agenda updates and thoughts by Dr. Sarhan

Enrollment Update

- 4,680 students currently enrolled, less than 4,000 are paid in full;
- Balances of less than \$1500 we will try and work with;
- An email has been sent by Janice Johnson to pay remaining balances;
- Cynthia Stephens is pulling names by major so departments can contact students;
- Drop date for non-payment is August 24th;
- 160 students on housing waitlist, of this number 32 are freshmen;
- Enrollment numbers are great, now it is up to the academic side to retain the students;

Financial Aid

- When are student bills generated?
- How can we insure students know exactly what their final bill will be?
- We need to create a system that works;
- Respecting posted deadlines at all levels is an issue at SSU;

Promotion/Tenure Dates

- Please follow the dates that will be sent out by email;
- Dr. Sarhan will be sending a single document that contains all promotion/tenure dates for 2011-2012;

Presidential Update

- Dr. Dozier has asked Academic Affairs to rethink the policy of walking without completing graduation requirements;
- If a student is eligible to apply for graduation, applications are due September 1;
- The president has stated that we will be flexible with graduation requirements;

Title III Funding Requests (begin Agenda Items)

- Handout given reflecting funds spent over years one – four with proposed spending for year five;
- Title III provides funding for programs/endeavors that SSU cannot fund with state funds until they are institutionalized;
- The Social Work department uses Title III funds for institutional dues, travel, and professional development, etc.;
- Funds should only be used for initial accreditation;
- Mrs. Andrews is asking each dean to take a look over the proposed items and discern which items need to stay and which ones need to go;
- Only necessary items should be funded;
- Unspent funds remaining from year 4 must be spent within one year;
- Application for new five year grant will be written in the spring 2012;

Minutes from August 3, 2011

- Approved with correction to change "Turn it In" to "Safe Assign" under Library unit update;

International Education Center/Study Abroad Taskforce

- Trips and events are being scheduled by the International Education Center for faculty and students;
- In the days prior to the event, IEC comes asking for money for student flights;
- A Task Force will be established to determine the best course for action for the study abroad program;
- We offer a course for our students, in a foreign country, taught by a SSU professor – what is the point?
- We are providing funding for a Fulbright Scholar, it was not clear exactly where the funding should come from in the paperwork that was signed last year;
- The Task Force should come up with a plan that works best for us;
- The Task Force should submit its findings to Dr. Sarhan in early Spring;
- Two people from each academic unit should serve on the task force (COBA, CLASS, COST), one person from SOTE and the Library, as well as one person from OSRA, University Advancement, Student Affairs and Business and Financial Affairs;

GPA Calculation

- SSU is not calculating student GPA's based on the policy in our university catalog;
- We technically have inflated GPA's;
- To be consistent, Dr. Stokes is recommending we adopt Columbus State's model which is the model used by the Board of Regents;
- If we can implement the policy, it should be effective Fall 2012 for incoming Freshman class;
- The issue of is it a possibility due to being hosted was raised again as well as if we implement, will it go back to the beginning of time and recalculate all student GPA's;
- As soon as SSU can identify funding, we will opt out of being hosted;
- It was recommended that the policy be passed and push the other side of the equation to implement;
- Degree Works will give the capability to calculate a student's gross GPA;
- A motion was made and passed to implement the GPA calculation policy; **-Approved**
- A motion was made to adopt the Regents' HOPE policy for Honors' calculations; **-Tabled**

Aquarium Science Certificate

- Paperwork was not submitted to the Board of Regents for establishment of the certificate;
- Certificate program is not approved, has been mentioned in recent documents submitted to Academic Affairs;

New Business

- Dr. Stokes was asked to please provide correct start times again for TR classes;

Unit Updates

SOTE

- Dr. Barnette has been trying to resolve the collaboration issues with Armstrong;
- They are willing to help us with courses if needed;
- We can offer special topics or independent study courses, if necessary, for the remaining students;
- Dr. Barnette will be working with Dr. Dunn to resolve AYP shortfalls;
- COST search committee for new position is set;
- CLASS search committee for new position is pending;

CLASS

- Two (2) department chair searches are underway;
- Several new faculty members have been hired;
- All sections are covered;
- Social Work has lost its Title IV-E funding;

Academic Affairs

- AASU/SSU new employee reception is approaching
- AASU has provided us with dates, we just need to respond;

OSRA

- \$5 million NSF grant received and Interim President Dozier is the PI;
- Peach State Louis Stokes Alliance for Minority Participation program has been in existence since 2005;
- Seven institutions in collaboration in the program;
- Last conference was held in 2008 at Savannah State;
- Dr. Dozier would like for the conference to be held here again;
- Dates will be set in October if approved;
- Dr. Chetty has sent an email to chairs about travel funds;
- Paperwork must be submitted by September 30th;
- Travel funds should be reserved for individuals coming up for tenure in a year or two who need professional development/scholarly activity for tenure/promotion purposes;
- Indirect cost funds will again be returned to the departments, awaiting Dozier's approval;
- The calculation formula is changing and is still in a pending status;
- Sarhan will reach out to other institution VPAA's to see how they allocate their indirect cost funds;

COST

- Executive Board/Advisory Council met and discussed external funding for Marine Science facilities;
- Dr. Dunn will meet with Dr. Barnette to insure new hire paperwork is submitted by Jan 1, 2012;
- We currently have Math Education/Technology Education faculty on board;
- We still need a biology education person;
- Articulation agreement being worked out with UGA for Pre-Physics program;
- NSF is offering funds if we offer a Physics major;
- Dr. Dunn is still awaiting the status of fee distribution for Distance Education, Major Field, and Lab fees;

Library

- Outreach Librarian search underway, two candidates coming in soon;
- Library was chosen and awarded funding thru Mellon as a success story, one of nine institutions;
- Safeguard training will be offered;
- Ten 30 minute sessions will be offered on research;
- Library is developing a scholar in residence program – Dr. Otis Johnson will be the first scholar in residence;

Adjourn