Faculty Senate Minutes
Savannah State University
Tuesday, February 12, 2008  4:00 p.m.
Torian Auditorium, Jordan Hall


I. Call to Order
✓ The meeting was called to order by Vice-Chair Dr. Metts at 4:15 p.m.

II. Approval of Agenda
✓ Add Archives report under old business and the election of a Logistics Officer under new business.

With these additions, the agenda was then approved.

III. Approval of Minutes
✓ On page 2 of the January minutes, after the comments by Dr. Maynor and Dr. Geiger at the top of the page add Dr. Tessema’s statement that the Faculty Handbook states that a full load for all faculty is 12 credits (12 semester hours).

With that addition, the minutes were then approved.

IV. Old Business
A. Summer Session
✓ Dr. Stokes explained that there are 2 summer sessions of 4 weeks and 1 day and a third session of 6 weeks and 1 day. Faculty will have a longer time between the 3rd summer session and the beginning of the fall semester. Dr. Stokes also stated that, moving forward, the academic calendar committee will follow the policy in the handbook.
✓ Internships require 320 hours. This can still be accommodated for social work and internships. Students can sign up for one session but still continue for 8 weeks.
✓ Dr. Tessema asked about the participation of the Senate in changing summer school sessions. This issue should have been brought to the Senate for approval.
✓ The academic calendar committee makes the calendar for the fall, spring, and summer.
✓ Dr. Alemayehu said that changing a course from 8 weeks to 6 weeks isn’t just a matter of changing the calendar but it changes the delivery of the course. Dr. Alemayehu said the compression of summer school should have come from the Senate. The academic calendar committee consists of the Assistant/Associate Vice President for Academic Affairs, the Dean of Enrollment Management, and 5 faculty members approved by the Senate on the recommendation of the committee on committees.
B. Faculty Overload

Dr. Oh said that math faculty are still teaching more than 12 semester hours without being paid an overload. Dr. Wyatt said that the 12 hour workload will be followed so that we can be in compliance with the Faculty Handbook.

C. Enrollment for Online Courses

The new programs and curriculum committee should handle the issue of the number of students who should be in an online class.

Dr. Tessema has looked at other classes online and said that the limit is usually 20.

Dr. Maynor said class limits vary according to the course.

Dr. Morgan suggested that there should be a 1 hour course to teach students the language on online and how to navigate the technical details.

The Freshmen Year experience course could perhaps cover how to get students to learn the online language.

D. Post Tenure Review

Dr. Tessema said that sometimes students are removed from class and then reinstated. It is not good to add students to the roster after the drop-add period is over.

Dr. Wyatt said that she would not put a student in a class after the cut-off date for drop/add without the permission of the instructor.

Dr. Stokes said that, in some cases, a student has been reported as never attended but the professor is still calling a student’s name even though she/he is not on the roll.

In some classes, students have been on the roll and been attending regularly, are dropped from the roll, and then reinstated. This is a different case from a student who misses the first two weeks.

E. Archives

Professor O’Brien reported that he has gathered and organized all available Senate documents from 2000-2008. The documents are now in four binders. There are binders for the Senate minutes and attendance, Senate agendas and executive committee minutes, curriculum proposals, and committee reports and correspondence. The Senate documents will now be in the library instead of being in the office of several Recording Secretaries and Vice Chairs. Additional Senate documents predating the year 2000 and also current documents from spring, 2008 will be submitted to the library in May, 2008.

Professor O’Brien expressed his thanks to Dr. April Gentry and Dr. Michael Schroeder for an outstanding job maintaining Senate documents. Without their efforts, we would not have such a complete set of records.

Dr. Gentry led the Senate in thanking Professor O’Brien for his efforts in organizing the records.
Ms. Fayoyin stated that, when all documents are brought to the library, the hardcopies will be digitalized and then stored.

V. New Business
A. Post Tenure Review
   ✓ Dr. Metts mentioned that Dr. Yarbrough believes post tenure review should be a faculty driven process.
   ✓ Dr. Geiger asked where we are in terms of Board of Regents Policy with regard to post tenure.
   ✓ Dr. Gardner said that, in the past, administrators have sometimes given unsatisfactory post tenure rulings on faculty even though faculty have received satisfactory recommendations from their peers.
   ✓ Dr. Wyatt agreed that post tenure review should indeed be a faculty driven process.

B. Election of Logistics Officer
   ✓ Dr. Snyder has resigned as Logistics Officer. Dr. Metts commended Dr. Snyder for his work on the Senate, most notably for his work on the committee on committees.
   ✓ The election was tabled until the next meeting. A COBA Senator will need to be appointed for that position.

VI. Reports
A. Committee on Committees
   ✓ Dr. Reddick reported that she and Dr. Shearin have placed additional faculty members on committees where there were gaps. There is not a good distribution from the various colleges on some of the committees.
   ✓ Dr. Turay, Dr. Leseane, and Dr. Snyder need to be replaced as Senators
   ✓ Dr. Reddick will send out the current template of committees to all faculty

B. Faculty Affairs
   ✓ There was no report.

C. Evaluation Committee
   ✓ No report

D. President
   ✓ No report. The President had an out-of-town obligation.

VII. Announcements
   ✓ The concert choir is sponsoring faculty follies on April 1 in the Elmore Theatre and asked for faculty participation.
   ✓ The choir recently participated in an African American Festival at Fort Valley.
   ✓ Thanks to all for participating in Black AIDS day. Testing was done for 147 students.
✓ Parnece Seals will be at SSU on Thursday at 11:30 as part of the Black Heritage Festival.
✓ Imam Ali will speak on civil rights from the Muslim perspective.
✓ A public service award will be given to Edna Jackson as part of the Black History Month closing ceremony.

VII. Adjournment
✓ The meeting was adjourned at 5:25 p.m.