I. Call to Order: After a quorum was established, the meeting was called to order by Vice-Chair Emily Crawford at 4:10 p.m.

II. Approval of Agenda: There was one addition: Retooling & Retraining of Faculty. With this addition, the agenda was approved.

III. Approval of Minutes: The minutes were approved without changes.

IV. Correspondence: There was no correspondence.

V. Old Business

A. Handbook: Dr. Crawford will insert some corrections to the handbook. Any other suggestions should be submitted in the next two weeks. The Handbook Committee will review any changes and these will be referred to the Senate.

VI. New Business

A. Grievance Committee Positions: Dr. Hoskins and Dr. Shearin were unanimously approved by the Senate to serve on the Grievance Committee.

B. Evaluation of department Chairs: A proposal was made that the regular full-time faculty should evaluate only the Department Chairs and not other administrative positions. The proposal was defeated. According to Section 2.88 of the Faculty Handbook, the President, Vice President for Academic Affairs, Deans, and Department chairs are to be evaluated annually by the full-time faculty. The Evaluation Committee is supposed to carry out the evaluations. The Evaluation Committee is a subset of the Faculty Affairs Committee. At the request of Dr. Brown, Dr. Jordan agreed to convene a meeting of Faculty Affairs with the purpose of electing a chair for Faculty Affairs and the appointment of an Evaluation Committee. When the Evaluation Committee is formed, it is to meet with the Cabinet to discuss how the evaluation of the President, VPAA, Dean, and Department Chairs will be implemented. The evaluation should be based on the job description of each administrator as well as his/her goals and objectives.

C. Retooling & Retraining of Professors. It was suggested that the Faculty Senate should establish guidelines for retraining of faculty. Retraining is usually called for due to program cancellation or modification. Dr. Schroeder recommended that
Faculty Affairs look into this issue. It was mentioned that pre and post tenure review already address matters of retraining and retooling.

VII. Administrative Report: Dr. Brown said that SSU received a $1 million gift for scholarship endowment. Mr. Williams built the relationships that brought in that gift.

We are still pressing for a new academic building

The MBA program is still going through the process of being approved. The decision should be made in the April meeting of the Board of Regents.

VIII. Committee Reports:
A. Computer Utilization Committee: There was no report.
B. Other Committees: There were no reports.

IX. Announcements: Dr. Beverly Watkins invited us to go to the African American Museum on March 7 & 8.

Dr. Brown announced a partnership with the Georgia Aquarium and that our students can do internships with the Georgia Aquarium.

Dr. Brown announced that our Model UN students received the position of best delegation in a regional competition at Bethune Cookman College. A 2nd group won two out of four mock trials. Several of our students will compete at a Model UN in Beijing, China.

The Math lab is under functioning. Faculty are urged to get students to go to the Math lab.

Dr. Metts announced that, under the guidance of Dr. Shearin and Dr. Gentry, the Sigma Tau Delta Society presented papers at an English Conference.

Four SSU Marine Biology students presented papers at an Oceanography Conference in Hawaii.