

**Savannah State University Faculty Senate Meeting**

Minutes for Special Meeting of Tuesday, April 23, 2019

**Senators Present:** M. Adams, A. Adeyemo, K. Aites (Recording Secretary), L. Merchan Alvarez, D. Bell, G. Bowden, A. Chowdhury, C. Curran, D. Ebanks, E. Ekuase, J. Elmore, R. Franklin, J. Halpin (Vice Chair), T. Renee Johnson, I. Korovyakovaskaya, D. Michael, A. Moore (Corresponding Secretary), A. Mudrinich (Parliamentarian), S. Mullgrav, P. Rivera, D. Simmonds, K. Stewart, I. Tedrick, W. Tekalign, C. Thompson, S. Toney (Logistics Officer), K. Walker, L. Yount

**Ex-Officio:** R. Leseane

**Visitors:** C. Davis, H. Farhangi, J. Johnson, P. Nyatuame, P. Omunga, R. Ridley-Martin, S. Rosenquist, S. Serdikoff, H. Tavossi, P. West

1. **Call to Order –** The meeting was called to order by J. Halpin (Vice Chair) at 4:03 PM.
2. **Approval of Agenda**

**Motion** (K. Stewart) – Approve agenda without time constraints

**Vote**: 24 Approved; 5 Opposed; 0 Abstention

Vote: Approved; Opposed – 5

1. **Faculty Handbook (Focused Discussion)**

**Motion** toApprove all edits to 2.11 – 2.21 (Yount)

Second: (Bell)

Summary of Edits

2.9 Promotion and Tenure, *subsection 2.9.6: Emeritus Title* (the change to consider in this subsection is the addition of an “and” between the fourth and final items in the enumerated list of benefits)

*2.11 Faculty Conduct*; the only changes are a deletion in subsection 2.11.3 of a URL that is no longer valid and, in subsection 2.11.4 on Discrimination, the addition of gender identity to the list of grounds on which we do not discriminate

*2.12 Faculty Development*; there is a change elaborating on the Department of Technical and Adult Education in subsection 2.12.7 on Free Course Enrollment

*2.13 Classroom Policies*; “disk” has been replaced with “flash drive/cloud” in 2.13.2 Class Record Book (regarding how information is to be made available upon request)

*2.14 Advisement and Student Records*; subsection 2.14.1: Advisement adds three new paragraphs about academic advisement; a subsection 2.14.4 has been added on Reporting of Assessment Data on Student Learning Outcomes

*2.16 Working Conditions*—no changes to other subsections than 4 and 8

* *subsection 2.16.4: Research Policies*; a sentence has been added: Faculty should understand and adhere to university policy on research misconduct.
* *subsection 2.16.8: Tobacco*; this subsection has largely been rewritten, replacing one on “Smoking”

2*.17 Leave; subsection 2.17.6 Maternity* is the only subsection that has been amended. The proposed text reads: While pregnancy is not per se a disability (ADA), Title IX requires reasonable accommodations be allowed for both pregnancy and pregnancy-related conditions.

*2.19 Compensation Policy*

* *subsection 2.19.1: Non-discrimination*; here gender identity has been added to the grounds on which persons shall not be discriminated against
* *subsection 2.19.6: Withholding of Pay*; this section is re-written to replace a section on Garnishment of Pay

*2.20 Grievance Procedures for Faculty and Classified Employees*; two references to classified personnel have been removed (one from section 2.20 and one from the subsection 2.20.1)

**Motion Approved**

**Section 2.9.1 –** *Criteria for Promotion and Tenure*

**Motion** to remove leading paragraph and approve section: (Mudrinich)

Second (Curran)

**Motion Approved**

**Motion** 2.9.1.1 to strike portion that reads…. “As a low rate of participation may suggest the faculty member lacks interest in teaching assessment.” Keep remaining portions. (Yount); Second (Bell)

**Motion Approved**

Discussion

* The evaluation and participation depends on the size of the class. How is that taken into account? (Guest)
* What is the method of calculating the average? Do we get different #s if we get the average over all ratings divided by all students vs the ratings for each class and the average of those averages? There needs to be specification. (Serdikoff)
* Percentage of students who actually participate is alarming. There are concerns when there are low returns. (Stewart)
* Phrase creates a space for how we interpret numbers. (Halpin)

**Motion** to approve changes to 2.9.1.1 *Teaching Effectiveness* (Elmore); Second (Curran)

**Motion Approved**

**Section 2.9.1.2 –***Scholarship/Creative Disciplinary Activities,* extensively changed

**Motion** to approve language in **section 2.9.1.2 –***Scholarship/Creative Disciplinary Activities*: (Yount); Second (Tedrick)

**Motion Approved**

**Section 2.9.1.3 – Description (Halpin)**

Discussion

The percentages don’t reflect all of what faculty members do. (Alverez)

This section provides examples of what can be counted as service.

Teaching overload as “Service to Institution” is not reflected in document. (Stewart)

**Motion** to add phrase “teaching course overloads as “service” .(Yount); Second (Stewart)

Discussion

* Will evaluations for that overload course count for teacher effectiveness if it’s used for service? (Guest)
* It’s not service. (Tedrick)
* If you are getting paid, it’s not service. (Thompson)
* It’s then resembles double dipping (Guest)
* We don’t get paid for serving on committees (Tedrick)
* Chairs, Program Coordinators
* Is there a distinction between a course overload that has the maximum capacity vs an additional course for an independent study or graduating senior? If you take on a graduating senior and you are doing independent course work, that’s service. If it’s a course that past a full capacity of students, you are getting paid. (K. Walker)

What if we add the phrase “teaching voluntary courses”? (Toney)

* If you are teaching several overloads, how do you have time to do the service that is needed to get tenure? You can’t say no to an overload if you want students to graduate. (Davis)
* Compensation for these activities is not prohibited anywhere else and there are lots of these activities where faculty are compensated. Compensation is a separate issue. (Serdikoff)
* A friendly amendment that teaching additional classes (overloads) should be at the request of an administrator. (Michael)
* How will the administrator know that a course overload is needed, if the faculty doesn’t let the administrator know that it’s needed? (Davis)
* Are we saying that administrative roles are not service? (Bell)
* Ex. Coming to Open Campus as an administrator is not a service, it’s expected that you are at open campus because of your administrative role. (K. Walker)
* Section should differentiate between Advising vs helping out. (Walker)

**Restatement of amendment to Motion** to add at the phrase “teaching course overload at the request of an administrator” (Halpin)

**Motion** vote to amend text of section:

**Motion Approved**; Nay 4

**Motion to add the word “Program”** (Adam); Second (Bell)

**Motion Approved**

**Motion** to pass 2.9.1.3 (*Service to the Institution, Profession, Community)* as amended (Elmore); Second – Franklin

* That phrase is inappropriate. We are teachers. Service means outside of the classroom. What do you do to show students that you give a little more than just teaching? (Iancu)

**Motion Approved**; Nay 2

**Section 2.9.1.4 –** *Professional Growth and Development,* extensively changed

Discussion

* Is there a weight factor because attend a conference is not the same as going to a workshop? (Guest)
* The weight factor will happen at the college and departmental level. (Halpin)

**Motion** to pass **Section 2.9.1.4 –** *Professional Growth and Development as amended* (Tedrick); Second (Johnson)

**Motion Approved**

**Section 2.9.2 –***Promotion from Lecturer to Senior Lecturer,* extensively changed

Discussion

* Regarding ranks – should the rank of instructor have all of the responsibilities of those that are on the tenure track? (D. Ebanks)
* Ranks are defined by the system. Rand have built in differing sets of responsibilities (Halpin)
* The section that defines rank/positions and give you an idea of the responsibilities of that position (Rivera)
* Some of the years should be applicable if you are going to eventually go to tenure track. Section isn’t clear. (D. Ebanks)
* Sentence says what is expected of an instructor is very different from what is expected from an assistant professor. (
* Section re promotion from Lecturer to Senior Lecturer – Is it confusing to use the word service over and over again?
* You could have been employed in a different position altogether, so you would want to use make a distinction. (Stewart)

**Motion** to clarify the use of word “service” with employment in this paragraph. (Bowden); Second (Yount)

**Motion Approved**; Nay 2

**Motion** to approve Section 2.9.2 – *Promotion from Lecturer to Senior Lecturer*, including subsections with amendments. (Walker); Second (Elmore)

* Suggestion is to leave this for another time because changing the term “service” here may mean we have to change it throughout the document where the term is actually needed. (Mudrinich)
* Why did three years change to five years? (Guest)
* We should have been a part of committee for each year? How is that possible if we are new to the university? (Alverez)

**Motion** *to approve Section 2.9.2 - Promotion from Lecturer to Senior Lecturer*, including subsections with amendments. (Elmore); Second (Tedrick)

**Motion Approved**

**Section 2.9.3 –** *Tenure Policy,* extensively changed

* What is the actually time that you can apply for tenure? (Alverez)
* Application for tenure can be made during the 5th year (Halpin)

**Motion** to accept Section 2.9.3 as proposed**:** (Adams); Second (Walker)

**Motion Approved**

**Section 2.9.4 –** *Procedures for the Application for Promotion/Tenure (includes a timeline)***)**

**Motion** to approve Section 2.94 in its entirety (Adams); Second (Tedrick)

Discussion

* If someone has not received a letter re their eligibility for tenure does that mean they are not eligible? (Alverez)
* Official notification should come from the Office of Academic Affairs should and they should be notified that the notification has not been received if in fact you feel you are eligible (Halpin)
* Is there a reason why the notification is made by academic affairs vs the Dean (Rivera)
* Notification of eligibility of tenure coming from Office of Academic Affairs was a recommendation from the USG taskforce

Restatement of Motion - Halpin

**Motion Approved**

**Section 2.9.5 –** *Pre- and Post-Tenure Review* (the only change to 2.9.5 is re-numbering following insertions above)

**Motion** to approve as proposed **(**Tedrick); Second (Adeyemo)

Discussion

* When will this work be adopted (Guest)
* Fall 2019 (Halpin)
* When you enter the university as a student, you go by procedures that align with when you came in. Does the same apply to faculty and the effective date on tenure policies?

**Motion Approved**

**Adjourn: 5:38**

Minutes prepared by Dr. Kisha Aites, Recording Secretary