Executive Committee Minutes of the Faculty Senate- Savannah State University

Meeting of Monday, September, 26, 2011- Business Building

Present: Dowling, Metts, McClain, Dolo, O’Brien

1. Call to Order- the meeting was called to order by Dr. Dowling at 4:05 PM.
2. Site for Senate meeting- The Faculty Senate meeting on October 4, 2011 will be held in Jen Auditorium in Whiting 112.
3. Founder’s Day Committee- The Executive Committee of the Senate has nominated Dr. Spyros Andreou and Dr. Seong No Yoon to serve on the Founder’s Day Committee.
4. Committee on Committees- This committee is operational and plans to meet this Thursday or Friday.
5. Agenda for Senate meeting of Tuesday, October 4, 2011
6. Call to Order
7. Approval of Agenda
8. Approval of Minutes
9. Handbook- There will be a vote to accept the proposed Faculty Handbook as amended.
10. Executive Committee report
11. Statement on Service- Service is an obligation and responsibility of the faculty.
12. Call for the President to move the Registrar’s Office back to Academic Affairs.
13. Letter from Dr. Tessema
14. Is it appropriate to offer Freshman Year experience as an on-line course?
15. Are all assessments of an on-line course, including the final exam, unsupervised?
16. Faculty Salary Study- The Executive Committee will call upon the office of Institutional Research, Planning, and Assessment to do a study on salary equity, compression, and parity.
17. Workload and Faculty Leave Issues
18. Distribution of Senate membership- With the addition of the University College and the School of Education, Senate membership needs to be properly distributed proportionally and all units should be represented. This matter will be referred to the Faculty Affairs Committee.
19. Ten Month Pay Cycle- A suggestion has been made to give faculty the option of being paid over a 10 or 12 month period. This matter will be sent to the Planning and Budget Committee.
20. Course Buyout Policy for Grants- If you have a grant, you get reassigned time for one course for one semester. If the grant lasts for one year or longer, there should be further reassigned time. This matter will be sent to the Planning and Budget Committee.
21. Meetings with the President- The Executive Committee will seek periodic meetings with the President to establish clear lines of communication between the Faculty and the President.
22. Starting Committees- Once the committees are determined by the Committee on Committees, a member of the Executive Committee will convene the first meeting of each committee and will give the committees their charge.
23. The Committee on Committees will name the members of the New Programs & Curriculum Committee immediately so that the NPCC can function right away
24. New Policy on Minutes- The minutes will be posted within one week of the Senate meeting. Faculty will have one week to review the minutes and make necessary corrections. The minutes as corrected will then be posted again to the faculty. At the Senate meetings, an up or down vote can then be made on the corrected minutes.
25. President’s report
26. Announcements- Reminder on Security
27. Adjournment
28. The Executive Committee will raise the issue privately with Dr. Dozier regarding the spending pattern of the university. The proportion of spending for instruction is diminishing as the spending for administrative positions continues to increase.
29. Dr. Metts took pictures of the Executive Committee members to be posted on the Faculty senate web site.
30. Adjournment- The Executive Committee meeting was adjourned at 5:40 PM.

Respectfully submitted,

Kevin O’Brien- Recording Secretary