

Contents

Minutes of Senate Meeting on Feb. 9, 2023	2
Attendees:.....	2
Call to Order:.....	2
Approval of minutes:	2
Committee Reports.....	2
Academic Conduct Committee:	2
Academic Programs Committee:	2
Assessment Committee:	2
Faculty Development Committee:	2
Faculty Evaluation Committee:.....	2
Faculty Resource Committee:	2
Faculty Welfare Committee:.....	2
Strategic Planning Monitoring Committee:	2
Tenure and Promotion committee:	2
New Business	3
Ad Hoc Schedule Committee:	3
Tenure and Promotion:.....	3
Announcements and Other Business.....	4
Next Meeting	4
Adjournment.....	4
Appendix 1: Attendance at Senate Meeting, Feb. 9 2023	5



Dalton State Faculty Senate

Minutes of Senate Meeting on Feb. 9, 2023

Attendees: Please see Appendix 1 for the list of attendees.

Call to Order: Senate president Hussein Mohamed called the meeting to order at 3:15 p.m. Parliamentarian Tom Gonzalez stated that a quorum was present.

Approval of minutes: Hussein asked for a motion to approve the minutes of the January meeting. The motion was made and seconded. The minutes were approved by acclamation.

Committee Reports

Academic Conduct Committee: Nothing to report.

Academic Programs Committee: Bruno Hicks said that the next meeting would be on Feb. 10; he has sent an email with the proposals to be discussed.

Assessment Committee: Ali Akdeniz said the committee met Monday. They are working on recommendations for program outcome statements and assessment plans, starting with five bachelor's degree programs.

Faculty Development Committee: Patrick Ryle said the committee will meet on Feb. 15. They are currently working on Bold Talks and a possible technology-based conference in fall 2023.

Faculty Evaluation Committee: Nothing to report.

Faculty Resource Committee: Jennifer Randall said that the committee is helping Melissa Whitesell in the Library to apply for a small capital project for improvements to the library building.

Faculty Welfare Committee: Nothing to report.

Strategic Planning Monitoring Committee: Nothing to report.

Tenure and Promotion committee: Brian Hibbs said that the committee met on Jan. 20 and 27; John Gulledge is now in the process of writing letters for the applicants.

New Business

Ad Hoc Schedule Committee: Marina Smitherman thanked the committee members for their work. The surveys of students, faculty, and staff showed overwhelming support for the schedule change.

Motion: Tom Gonzalez moved to approve the change to a fifteen-minute break between classes. The motion was seconded; there was no further discussion. Hussein called for a vote.

The motion was carried to adopt the new class schedule, with a fifteen-minute break between classes, effective in the fall of 2023.

Hussein expressed his appreciation to Marina and the other committee members. He said he would send the motion to the full faculty for a vote via email.

Tenure and Promotion: Hussein referred to the concerns expressed at the previous meeting about tenure and promotion. The previous discussion had centered around candidates being disqualified for reasons beyond their control. Hussein also addressed the possibility of a candidate omitting one of the required documents, saying that while this is ultimately the candidate's responsibility, it should be possible to correct a minor omission that is overlooked by the candidate and the IRC but noticed by the Promotion and Tenure committee.

Motion: Kent Harrelson made the following motion: "The Evaluation Committee shall revise the timetable for tenure and promotion. When the Promotion and Tenure Committee receives the portfolios for review, if any required documents are missing, the Chair of the committee shall notify the applicant; the applicant shall have at least 24 hours to upload the documents." The motion was seconded and discussed.

Matt Hipps pointed out that faculty already have the opportunity to upload the required documents; they typically go through this process only three times in their careers. Forrest Blackburn asked for clarification about which chair would grant the 24-hour period; the motion refers to the chair of the Promotion and Tenure committee. Sarah Mergel said that the newly-approved manual will go into effect next year. Tammy Biron recommended that the motion's wording should be more definite than "at least 24 hours"; Hussein said that the exact time allowed could be left to the Promotion and Tenure committee.

Tom Gonzalez referred to the situation discussed in the January meeting; he said that it was not right for a candidate to be disqualified because of a chair or dean's actions without feedback from the P&T committee. Matt Hipps said that if chairs and deans are not doing their jobs, we have more significant issues at hand. Sarah Mergel said that the probationary credit promised to the two affected faculty members was a unique situation. Jennifer Parker said that while she agreed with Sarah, what were the two faculty members supposed to do in this situation?

Ali Akdeniz said that his tenure application was disqualified because he submitted his student evaluations as a single document rather than as 60 separate files. Clint Kinkead said that

instead of rejecting a candidate's portfolio for its formatting, this could have been a simple email asking the candidate to reformat the items.

Annabelle McKie-Voerste asked whether there was a time limit for discussing the motion. Hussein said that a topic of this nature required adequate time for everyone to voice an opinion.

There being no further discussion, Hussein called for a vote. Because the discussion had taken some time, Hussein reminded the senate of the motion's wording by reading it aloud prior to the vote.

The motion "The Evaluation Committee shall revise the timetable for tenure and promotion. When the Promotion and Tenure Committee receives the portfolios for review, if any required documents are missing, the Chair of the committee shall notify the applicant; the applicant shall have at least 24 hours to upload the documents" was carried by a majority vote.

Due to space limitations in the online polling system, the poll used an abbreviated version of the motion; it stated, **"Approve motion for Evaluation Committee to reconsider timetable for P&T."** Some members of the Senate thought that this was the motion on which they were voting.

[Announcements and Other Business](#)

Sarah Mergel stated that faculty members do have the opportunity to make sure their promotion and tenure portfolios are complete. The current policy was placed in effect because of faculty uploading incomplete portfolios. She emphasized the importance of reading the faculty evaluation manual.

Hussein asked whether it is mandatory to attend the annual briefings on tenure and promotion. Tammy Biron said that she holds in-person training and also posts recordings of the sessions.

[Next Meeting](#)

The next Senate meeting will be at 3:15 on March 9.

[Adjournment](#)

There being no other business, the meeting adjourned at 4:10 p.m.

Respectfully submitted by Kent Harrelson, secretary.

Appendix 1: Attendance at Senate Meeting, Feb. 9 2023

Senators	Guests
Ali Akdeniz	Manal Abdelsamie
Jacqueline Boals	Diego Alvarado Ruiz
Susan Burran	Katrina Autry
Omin Chandler	Karren Bennett
Cecile de Rocher	Forrest Blackburn
Chelsi Dill	Alicia Briganti
Mike D'itri (proxy for Jon Littlefield)	Heather Brumlow
Chuck Fink	Chasity Burgess
Carl Gabrini	Garrett Burgner
Thomas Gonzalez (Parliamentarian)	Tammy Byron
Kent Harrelson (Secretary)	Elizabeth Chadwick
Timothy Hawkins	Jenny Crisp
Brian Hibbs	Carol Danahy
Bruno Hicks (Provost)	Robert Ford
Matthew Hipps	Sarita Gale
Calley Hornbuckle	Rogelio Garcia-Cuna
Elizabeth Hubbs	Nicholas Gewecke
Michael Joseph	Christian Griggs
Clint Kinhead	Jami Hall
Nancy Mason	Brooklyn Herrera
Annabelle McKie-Voerste	Leah Howell
Holly Miller	Katherine Hyatt
Hussein Mohamed (Senate President)	Jodi Johnson
Jodie Pack	Gina Kertulis-Tartar
Jennifer Parker	Lori McCarty
Jennifer Randall (President-Elect)	Sarah Mergel
Deborah Richardson	Rosalva Moso
Patrick Ryle	Brynn Munro
Jeff Stanley	Lisa Peden
Laura Tolliver (Webmaster)	Courtney Petty
Margaret Venable (Dalton State President)	Tammy Rice
Lirong Yu	Andrea Roberson
	Amanda Smith
	Marina Smitherman
	Barbara Tucker
	Caleb Watkins
	Alex Whaley
	Melissa Whitesell
	James Wright