

**South Carolina State University
Faculty Senate Meeting
Tuesday, November 11, 2008
Room #121A Turner Hall**

MINUTES

Call to Order:

President M. Evelyn Fields declared a quorum and called the meeting to order at 3:36PM.

Adoption of the Agenda:

President Fields asked for a motion to move Chairman of the Board of Trustees, Mr. Lumus Byrd, after the Treasurer's report. Senator Stackhouse motioned to move Chairman Byrd under New Business after the Treasurer's report and the motion was seconded by Senator Doucette. The motion carried.

Approval of Minutes:

Senator Rech moved to adopt the minutes. The motion was seconded by Senator Mustafa. The motion carried.

Treasurer's Report

Senator Spann handed out a copy of the treasurer's report which shows cash on hand in the amount of \$1,251.91 as of October 14, 2008. There was a total of \$480 collected in dues. The report was accepted as information.

President Fields reminded senators to pay their dues if they had not and to continue to collect the dues from their faculty in their departments. It is important that faculty pay their dues in order to participate in any activities such as voting, etc.

Chairman Lumus Byrd's Address

Chairman Byrd started by stating that it was hard to come here after reading in the Greenville news about Clemson workers facing a five-day layoff. Later this week SCSU's board will be having some of the same kinds of discussions. In a meeting on last Thursday Dr. Fields raised some of the same questions not only to the administration but to the board as well. He then stated that after talking about those matters he was happy to be at SCSU to speak to the senators.

The board utilizes an organization called the Association of Governing Boards. This organization helps strengthen the effectiveness of Trustees. He collected some materials from a letter that talked about its annual meeting to be held in Atlanta sometime in December. There are three (3) points that was made when it comes to education.

1. The US no longer ranks in the top ten (10) in the world.
2. The US is one of only two nations in the world where their young adults are less educated than their middle-aged adults.
3. The US must produce one million more higher education degrees and certificates each year if it hopes to lead the world in education attainment by the year 2025.

This is one of the reasons the board works so hard to make whatever contributions they can at SCSU and hopefully throughout the state and the nation.

The trustees come together as a board to help at the university in the following way:

1. The board defines the mission, role, and scope of the university.
2. The board establishes the general policies of the university.
3. The board lays out the university's broad program of educational activities.
4. The board approves the budget for the next fiscal year and provides the ultimate accountability to the public and the general assembly.

These are the primary responsibilities of the board. There are about twenty other things a board may do during the year; of those probably the most important is to elect a president. The primary responsibility of the chairman of the board is to lead and manage the board and let the president manage the institution. When we talk about the universities' mission we start with a strategic plan. We are now in the middle of next strategic plan for the years 2006 – 2011. As the board looks at what they are trying to accomplish they ask the president to follow the strategic plan as he addresses his agenda.

The president has given the board a vision list. The list contains the following items:

1. Identify sources of student financial needs, general scholarship fund and the endowment.
2. Identify individuals and corporations to work with.
3. Bank cards and bank services for students and faculty.
4. SCSU student leadership chairman.
5. Support for faculty development.
6. SCSU faculty center for educational leadership.
7. SCSU faculty center for community economic development.
8. Support for academic program enhancement.
9. Support for infrastructure development.
10. Improvement of student services.

Eventually this should be put into a vision statement for the university and hopefully the president would be working from that.

The strategic plan has seven (7) different parts but when the president is evaluated least five (5) of seven parts are selected. The seven (7) parts are:

1. Planning, management, and evaluation
2. Academic infrastructure
3. Administrative and physical infrastructure
4. Human resources
5. Resource development and community involvement
6. Institutional advancement
7. Student life

Chairman Byrd works along with the board and monitor the progress of institutional effectiveness. The board is given quarterly reports to find out what progress we are making in achieving the goals in the strategic plans. The board is very interested in helping the president achieve whatever goals and objectives he has set. Hopefully everything in the strategic plans (2006 – 2011) will be accomplished. It happens to also tie in with SACS accreditation as well as some other accrediting bodies. The board will do everything it can, as a board, to help this process. As chairman of the board Mr. Byrd has some additional responsibilities. The five (5) primary responsibilities are:

1. To be knowledgeable about the institution and all its complexities.
2. To be the most effective advocate for the board needs.
3. To be clear about
4. Conduct good board meetings.
5. Develop ways to strengthen the board's effectiveness.

As the chairman leads and manage the board while the board works with the president to accomplish his goals and objectives. If the faculty has any help for the board then that is exactly what the board is looking for.

Chairman Byrd stated that he was sure the senators knew about the budget cuts handed down from the state. This is the third cut that we have gotten and it does cut deep. The board will meet on Thursday to talk about what plans will be made in order to balance the budget.

Questions & Answers

Senator Rech: You opened your comments with the article on Clemson's five-day layoff. Where on a scale of 1 – 10 would a furlough fall?

Chairman Byrd responded: We will follow a recommendation from the president. The various divisions will meet with chairs, etc. to discuss recommendations with the president. The board will ultimately follow the recommendation of the president and the administration.

Senator Rahman: What is the board's vision for fundraising?

Chairman Byrd response: Fundraising is something that we are very interested in however, in the past we have not done a good job of fundraising. The university has never had a capital campaign. In the past our appropriations has been about eighty percent (80%) which meant that only twenty percent (20%) had to be raised. The universities budget is about \$160 million and we receive only twenty-five to twenty-six million dollars in appropriations. We have between five and six million dollars in endowment. Most of all fundraising monies go toward need-based scholarships. The university needs to strengthen our fundraising efforts but that will be primarily the responsibility of the administration.

Senator Ihekweazu: How does the administration determine where the cuts are going to be made and what percentages are being used across campus?

Chairman Byrd response: The president will probably ask for recommendations from VPs in each division. They did discuss protecting the integrity of the academic programs.

Senator Isa: Why has the administration continued to grow in the last few years? There are now assistant VPs and associate VPs; the administration is growing while the student population is declining. When we look at budget cuts and saving money it looks as though the administration can be trimmed.

Chairman Byrd response: There is not really going to be any monies saved. The university was to conduct a staff study at a cost of about \$60,000 of everyone at the university but this will not be conducted now because of the cost.

President Fields: There will be a recommendation from the president. Everyone wants to protect their divisions. Will you look at the recommendations from the president for fairness and equity? If you don't see the fairness, will you accept the recommendations without question?

Chairman Byrd response: The board members always have questions. The cuts won't be across the board cuts.

Senator Stackhouse: He would recommend that the board looks into cutting the administration before cutting faculty because when ROTC students are brought in as freshmen he does not want them to have to wait to take classes because the classes were not offered because there was not enough faculty. Academics are or should be the centerpiece of the university.

Chairman Byrd response: The board is very much aware that the academy is the core of the institution.

Senator Mia: How are faculty members going to be involved in the discussions of the budget cuts?

President Fields response: The faculty has representation through the faculty senate president therefore the faculty has a voice.

Senator Maultsby: Back to fundraising, is there a position that is already in place and if so what have they been doing in raising money for the institution?

Chairman Byrd response: Yes, there is a position of Vice-President of Institutional Advancement. Last year they raised about two million dollars. Now that position is an interim vice-president. The president is planning to get a permanent staff of professional fundraisers as soon as possible.

President Fields response: That was one of the recommendations brought out at the committee meeting. It is understood how important that position is for fundraising.

Senator Sanders: Will all adjunct professors' jobs be eliminated and will permanent faculty members have to cover those classes?

Chairman Byrd response: The board will not get involved at that level. Those discussions will take place with chairs and deans and the president. They will then present a recommendation to the board.

Senator Varnum: Has a timeline been established as to when the recommendations will come before the board?

Chairman Byrd response: He doesn't know anything about a timeline. The board is scheduled to meet on Thursday. The president may have the recommendations at that time.

Senator Thornburg: What months does the fiscal year cover? Are these budget cuts for the next fiscal year?

Chairman Byrd response: The monies are appropriated by the state and they reserve the right to cut any part of that at any time during the year if the funds are unavailable. This cut is about \$500 million out of our \$2.7 billion budget. President Fields: In other words this is a mid-year cut.

Report of Committees:

Executive Committee: – No report at this time.

Membership Advisory Committee: No report at this time.

Election Committee: No report at this time.

Planning & Projects Committee: No report at this time.

Educational Policies Council: No report at this time.

Educational Facilities Committee: No report at this time.

Graduate Council: Senator Ihekweazu stated that the council met today, November 11th. They discussed the membership of the council. They have requested that the deans send their list of representatives along with student representatives. The council has a lot of work to get done this year and they won't be able to get it done without the representatives on the council.

President Fields: A recommendation came out of committee to include an addendum to the recommended changes to the By-laws. There is a discrepancy with the graduate studies manual and

constitution of the faculty senate. No manual can supersede the constitution of the academic faculty. Therefore, the recommendation is to add a member to the Graduate Council to represent the Doctoral program. Motion carried.

Welfare Committee: No report at this time.

Research Advisory & Human Council: No report at this time.

Space Utilization: No report at this time.

Ad Hoc Committees:

- Constitution and Bylaws – President Fields stated that she has not sent out the information to the faculty for the vote on the changes to the by-laws. She plans to get it out for the vote before the end of the semester.

Senator Rech: What percentage of the faculty is needed for approval? What percentages of the faculty have paid their dues and are eligible to vote? President Fields responded that we need a list so that we will know how many faculty members have paid. To get an approval we need a two-thirds vote of the entire faculty who has paid their dues.

Senator McIntyre: Is it possible to send out an alert to faculty letting them know that they need to pay their dues to be able to vote? President Fields responded that she does plan to send out an email to the faculty to the faculty with that information.

Senator Thornburg: Is there any way the senate dues could be paid via payroll deduction? President Fields responded that the problem with that is that the dues do not go to the university. In order to keep our funds unrestricted its put in the faculty senate account.

Senator McIntyre moved to have the welfare committee look into setting up a PayPal account to allow faculty to pay their dues via the web. The motion was seconded by Senator Rech. Motion carried.

President's Report

The budget cuts are serious business. President Cooper brought a proposal to the subcommittee to be voted on and passed on to the full board. President Fields had seen this proposal before it was presented at the subcommittee meeting. The first main concern was that the Assistant VP for Finance started talking about the 1.25 million dollars cut in personnel was basically coming from the division of academic affairs. It was clear that the budget cuts in personnel would be on the backs of the faculty. The deans and chairs received emails from the VP of academic affairs that stated that they had to find another .5 million dollars to cut from academic affairs budget. The president did assure me that there was fairness and equity in the budget cuts.

The second question raised was how is cutting all adjunct faculty from the budget going to save any money? This means that faculty will now be forced to teach overloads. After further discussion the proposal was sent back for further discussion with the presidents of both faculty and staff senates. President Fields received a call today to meet with the president at 2:00PM on tomorrow.

Discussion:

Senator Apt: It looks like decisions are being made behind close doors that affect the faculty without consulting anyone.

Senator McIntyre: Someone needs to be planning ahead when it comes to what the budget needs are at the state level. In our contracts it states that they can take our money. We as faculty need to fight to have that clause taken out of our contracts and have the administration find the money from some where else.

Senator Spann: Wants to assure each senator that when the executive committee met with the president the committee members outlined all our concerns. The concerns of the faculty such as the furlough and the equity and other concerns we have at the university. The president was made aware that we are not going to just sit here and assume it is OK as the administration did with the furlough before.

President Fields: The problem that she has is that we met with the president and there was nothing on the table at the time. We presented some ideas and thoughts to what might happen. We were told that we would be kept in the loop.

President Cooper has told President Fields that \$350,000 has been set aside to go back to academic affairs if we can justify that the cuts are jeopardizing our academic programs.

Senator Rech: If our academic programs start to suffer because of the budget cuts we are going to lose students which mean less revenue from tuition.

After much additional discussion, President Fields stated what her position will be during the meeting with the president on tomorrow.

- She needs to see specificity in the proposal.
- She will email each of us to let us know what transpired in the meeting and what proposal will be presented to the board on Thursday.
- If senators have feedback please check your email and forward any comments or feedback.

Old Business:

New Business:

Other Business:

Adjournment

The motion to adjourned was made by Senator Ihekweazu and seconded by Senator Stackhouse. The meeting was adjourned at 5:10PM.

Respectfully submitted,

Cynthia T Davis

Cynthia T. Davis
Recording Secretary