

Division	Representative	Present	Absent
Arts and Sciences	Pam Hagan, President	X	
	Bob Stokem	X	
Business	Chris Fant	X	
	John Hoyle	X	
Health and Human Services	Joel Livesay, President-Elect	X	
	Tracey Sewell	X	
Industrial/Engineering Technologies	Jay Coffey		X
	Joe Richards	X	
Transitional Studies	Betsy Maynard	X	
Library	Barbara Scala		X
Adjunct Faculty	Melissa Smith	X	

Agenda

Call to order and approval of minutes

The meeting of the Faculty Board was called to order at 10:00 a.m. The January 23, 2009 meeting minutes were approved without revision.

Status of Old Business

1. Committee reports

a. Ad hoc committee on curriculum review process

Joel Livesay, Faculty Board liaison, reported on the committee's progress. The committee outlined the approval process for the various types of curriculum changes (new program, new course, prerequisite changes). Information Technologies staff met with the committee to discuss the development of an electronic approval form. The approval process will be faculty-driven.

b. Ad hoc committee on faculty credentials

Pam Hagan, Faculty Board liaison, reported on the committee's first meeting. Committee members discussed SCC's current practice of verifying and documenting faculty credentials. At the next meeting, the committee will meet with Information Technologies staff to discuss programming needs and review credentialing information received at the SACS Conference.

Members of the ad hoc committee include: Dr. Sue Stokley (Chair), Karen Ravan (Recorder), Kem Mahaffey, John Mathis, Julie Sherwood, Jay Jackson, Cindy Bailey, and Lynn Dale.

2. Academic calendar changes – exam period and reading/study day

Recommendation 1: Eliminate the exam period and add one class day to the term.
 Recommendation 2: Include a reading/study day before exams.

Based on feedback from department heads and academic deans, these recommendations were not supported by a majority. No further action will be taken at this time.

3. Advisory committee meetings

Recommendation: Change the minimum meeting requirement from two per year to one per year for both joint and on-campus advisory committees.

Based on feedback from department heads and academic deans, this recommendation received unanimous support. The Faculty Board will submit a formal recommendation to the Vice President for Academic Affairs to revise Procedure II-190 Organization and Operation of Advisory Committees.

4. Course substitution process

Recommendation: Change the current process for approval of course substitutions (program coordinator, department head and academic dean) to allow either the program coordinator or department head to approve and submit the course substitution form to Student Records.

Department heads and academic deans supported revising the process, but the majority did not agree that program coordinator only approval was sufficient. An alternative recommendation was made to require approval from the program department head and the department head responsible for the course being substituted. Faculty Board will submit the alternative recommendation to the Registrar and Vice President for Academic Affairs for consideration.

5. Academic forgiveness policy/procedure

Faculty Board members reviewed academic forgiveness policies of seven South Carolina technical colleges and five out-of-state colleges. Members developed criteria to be considered should an academic forgiveness be implemented and will submit recommendations to the Vice President for Academic Affairs.

6. Access to websites and rosters

Faculty Board members discussed continuing faculty concerns related to blocked websites and access to WebAdvisor during peak periods. Concerns will be shared with Pete Gallen for possible resolution.

New Business

1. Graduation Marshals and Ushers

The Faculty Board President received a request to coordinate the selection of students to serve as marshals and ushers at graduation. Pam Hagan will work with the academic deans and department heads to identify students by March 27.

2. Nominating Committee for President-Elect

Faculty Board members were asked to begin considering potential candidates for Faculty Board President-Elect for 2009-2010. A nominating committee will be appointed at the next meeting

Adjournment

The meeting was adjourned at 11:00 a.m.

Next Meeting

Friday, April 17, 2009
10:00 a.m.

Cherokee Campus, Conference Room 127

Submitted:
Pam Hagan
03/13/2009