



**Faculty Senate Meeting Minutes**  
**December 7, 2018, 2:00PM**  
**Mark Clark Hall, Greater Issues Room**

**FACULTY SENATE MEETING PARTICIPANTS LIST - 12/7/2018**

Academic Unit	Type	Name of Senator	Initials
Chair, Faculty Senate	Elected	Jack Porter	(JP)
<b>Provost &amp; Administration (non-voting)</b>			
Provost	Ex. Officio	Mark Bebensee	MB
Assoc Prov - Academic Affairs	Ex. Officio	David Allen	DA
Assoc Prov - Plan, Assess, & Eval	Ex. Officio	Tara Hornor	TH
Registrar	Ex. Officio	Lisa Blake	LB
<b>Tommy and Victoria Baker School of Business</b>			
Business	Appointed	Carl Betterton	CB
Business	Elected	Al Lovvorn	AL
Business	Elected	Cindy Bolt	CB
Business	Elected	Bob Riggle	BR
<b>School of Engineering</b>			
Civil/Environmental Engr	Appointed	Jeff Davis	JD
Civil/Environmental Engr	Elected	Michael Woo	MW
Electrical/Computer Engr	Appointed	Bob Barsanti	BB
Electrical/Computer Engr	Elected	Jason Skinner	JS
Engr Ldrship/Prgm Mgmt	Appointed	Robert Rabb	RR
Engr Ldrship/Prgm Mgmt	Elected	David Greenburg	DG
Mechanical Engineering	Appointed	Monica Bubacz	MB
Mechanical Engineering	Elected	Jason Howison	JH
<b>School of Humanities &amp; Social Sciences</b>			
Criminal Justice	Appointed	Sean Griffin	SG
Criminal Justice	Elected		
English	Appointed	Scott Lucas	SL
English	Elected	Lauren Rule Maxwell*	LRM
English	Elected	Tom Thompson	TT
History	Appointed	Joelle Neulander	JN
History	Elected	Amanda Mushal	AM
History	Elected	Kurt Boughan	KB
Intelligence and Security Studies	Appointed	Carl Jensen	CJ
Intelligence and Security Studies	Elected		
Modern Languages/Lit/Culture	Appointed	Guy Toubiana	GT
Modern Languages/Lit/Culture	Elected	Katya Skow <small>Army Engr</small>	KS
Modern Languages/Lit/Culture	Elected	Maria Hellin <small>substitute</small>	MH
Political Science	Appointed	DuBose Kapeluck	DK
Political Science	Elected	Sarah Tenney Sharmar	STS
Psychology	Appointed	Chip Taylor	CT
Psychology	Elected	Tim Hanchon	TH
Psychology	Elected	Steve Nida	SN

  

Academic Unit	Type	Name of Senator	Initials
<b>Swain Family School of Science &amp; Mathematics</b>			
Biology	Appointed	Joel Gramling	JG
Biology	Elected	Danny Gustafson	DG
Biology	Elected	John Zardus	JZ
Chemistry	Appointed	Holly Bevsek	HB
Chemistry	Elected	Smokey McAfee	SM
Health and Human Performance	Appointed	Tim Bott	TB
Health and Human Performance	Elected	Dena Garner	DG
Math/Computer Science	Appointed	Mei Chen	MC
Math/Computer Science	Elected	John Moore**	JM
Math/Computer Science	Elected	Dave Trautman	DT
Nursing	Appointed	Amy Joseph	AJ
Physics	Appointed	Russell Hilleke	RH
Physics	Elected	Pat Briggs	PB
Physics	Elected	Scott Yost	SY
<b>Zucker Family School of Education</b>			
Education	Appointed	George Williams	GW
Education	Elected	Stephenie Hewett	SH
Education	Elected	Kent Murray	KM
<b>Independent Academic Units</b>			
Leadership Studies	Appointed	Faith Rivers James	FRJ
Leadership Studies	Elected		
Library	Appointed	Elizabeth Connor	EC
Library	Appointed	Elise Wallace	EW
Military Science	Appointed	John Cyrulik	JC
Naval Science	Appointed	Charles Dunne	CD
Aerospace Studies	Appointed	CJ Will	CJW
<b>Visitors (non-voting)</b>			
Kevin Boren - Assoc Provost			
John Weinstein - Biology			
Dan Bostren - HPE for Tim Bott			
Pam Weber - ENgr			
Chuck Dunne - NCO TC IPN 5			
STEVE GRENIER - KRAVSE CENTER			
*during Katherine Pilhuj semester abroad			
**during Shankar Banik sabbatical			

**Call to Order**

Chair Porter called the meeting to order at 2PM.

**Jack Porter**

**Approval of Minutes from October 12, 2018**

There was a motion to approve the minutes from November 9, 2018 meeting. The motion was seconded. No discussion. Senate voted and unanimously approved minutes from November.

**Jack Porter**

**Conferral of Degrees and Certifications for Academic Year 2019 (Fall - Summer 2018)**

Senate asked to approve conferral of degree and certificate dates for the academic year. This precludes the Senate voting three times during the year. Voting for conferral of degrees will be for the academic year cycle: Fall, Spring, and Summer.

**Lisa Blake**

Motion seconded and approved.

**Discussion**

Senate wondering why it wasn't previously done this way. Nobody thought of it. Senate voted: Unanimously passed.

### **Undergraduate Curriculum Committee**

**Jason Howison**

Briefly reviewed new courses and course name changes.

Motion to approve recommendations from the Undergraduate Curriculum Committee. Motion approved.

Discussion

Inquired about new nursing courses. Explained offering two nursing courses. One is a general elective in the evening and one special topics class.

Senate voted: Unanimously passed.

### **Approval of Updated Tenure and Promotion Standards for Civil Engineering/Construction Engineering Department**

**Jeff Davis**

Reviewed updated standards.

Motion to approve. Approved and seconded.

Discussion

Verified these are not two separate departments but two different degree programs within one department.

Member inquired what the new features of this standard are. Explained this will allow assistant professors to go up early for tenure and early for promotion.

Senate voted: Unanimously passed.

### **Approval of Updated Tenure and Promotion Standards for Electrical and Computer Engineering Department**

**Robert Barsanti**

Reviewed document and explained mostly administrative changes. Used to have five standards and are now at three.

Motion to approve document. Motion approved and seconded.

Discussion

Inquiry regarding evaluation procedure for teaching. The T&P Standards mentions student evaluations for instruction and student evaluation for learning. Are they two different evaluations? It was explained that there are two separate student evaluations; one the college conducts and the other is within the School of Engineering.

Senate voted: Unanimously passed.

### **Update from the Provost**

**Mark Bebensee**

1. Reviewed and reminded faculty of the final exam policy. Provided handout of the policy which is located on the registrar's webpage:

<http://www.citadel.edu/root/registrar-exam-schedules/policy>

2. Update on Provost Search

Four candidates were interviewed, an offer has been made, and we are awaiting a response. If this person accepts the position, he/she would start in June since he/she has to finish out the school year where he/she is.

### **Update from the Citadel Parking Advisory Committee**

**Jeff Davis/Kevin Bower**

Received three good recommendations from consultants:

1. Parking structure to increase capacity
2. Restrict cadet parking
3. Convert landfill area into parking area

Consultants provided a detailed report regarding how much parking we actually have versus the demand. Available online for review.

The committee met and determined:

- Capacity needs to be addressed as the campus grows
- Fees need to stay where they are or be reduced moving forward

- Citadel consider developing the landfill site or restrict cadet parking by class or by academic or military standards

BOV voted to begin investing the development and design of the landfill site.

Parking garage is no longer an option for next year and might be re-visited in the future.

Discussion

Inquired who would be parking at the landfill site. Explained students could park there and faculty/staff could use the site as well with the possible reduction in parking fees due to the location.

Inquired about walkway/lighting/security measures (cameras). Explained committee has been tasked to look at the safety of that area but has to be investigated due to environmental factors. More to come on that.

Landfill site would provide approximately 500 spaces and possibly more if we even need that many.

Inquiry about Capers and the parking challenges coming with the new building.

Explained new Capers building is the priority and do not want this project to interfere with that. Committee was tasked to provide a means for parking without messing up the Capers project.

Kevin Bower asked Senators to share this information in the respective schools and departments.

### **Senate Announcements**

### **Senators**

Scott Lucas stressed the importance of keeping to the final exam schedule indicating that allowing students to take exams during the final week of classes can hinder their performance on final projects and final papers that are due without worrying about a final.

Tom Thompson talked about upcoming Cadet Life Committee meeting and addressing scheduling and mess hall issues at that meeting; he will provide update at the next meeting.

CSI survey has been sent out and responses are coming in.

David Allen requested the final document for the early tenure and promotion. Explained FTFC doesn't have an updated document listing all the changes that were approved by the Senate and FTFC needs that to act upon. Departments are looking to put their folks up for early tenure but the document that FTFC is working with doesn't reflect the new updates. Explained the wording was previously approved and the language has been updated but FTFC doesn't seem to think that's true. FTFC needs a document to act upon. Chair explained that the Senate approved all language changes which needs to be formally incorporated in document. Chair will research documents/minutes showing language approval and provide updated information to FTFC. FTFC should proceed on the approved language and await updated document.

Lisa Blake reminded everyone that:

- Final grades are due by December 17<sup>th</sup> at 10:00am.
- Registration closes on Dec 11<sup>th</sup> at 8:30am for cadets.
- Roster exchange for joint classes at CofC will begin when we return from break.

### **Future Business**

### **Jack Porter**

1. Memorandum for 3-601 and approval of T&P Standards  
Current language needs to be updated. T&P Committee to update this in the Spring and provide clarification.  
Suggestion to have Chair of FTFC attend Faculty Senate Meeting to ensure issues and getting communicated.
2. Committee Assignments and Attendance

Chair Porter expressed concerned about members being assigned to committees and not fulfilling their commitments but few mechanisms for holding members accountable exist currently. How do we hold committee members accountable since there is a chronic absenteeism problem? All committee chairs need to keep minutes with attendance. Chairs are not comfortable contacting department heads right now. Members need to be reminded of service to committees. If you have other suggestions to hold members accountable please let Chair Porter know.

Members expressed difficulty with meeting times and inability of members to attend due to scheduling.

Explained meeting times for faculty and department meetings:

- Tuesdays 12:30 – 1:20 – college wide meetings
- Thursdays 12:30 – 1:20 – departmental meetings

**Next Faculty Senate Meeting – January 11, 2019 at 2:00PM in the Greater Issues Room,  
Mark Clark Hall**

**Adjournment**

**Jack Porter**

No other business to discuss. Motion to adjourn meeting. Motion seconded. The meeting adjourned at 2:50PM.