Old Business

1. Work Study Students
   Vanessa Kyles has been invited to the meeting to answer questions concerning work study students.

   Students must first apply for and be granted PELL to qualify for the Work Study program. The first students to apply for PELL will be first on the list for work study. Any person or department needing a work study student should submit a request along with a job description to the Financial Aid office. Areas can have more than one student depending on their need. Students from the Atmore campus are assigned jobs on the Atmore campus. There is a waiting list of students who have applied for the Work Study program.

   The pay for work study students is $6.00 per hour. The school raised this rate from the minimum wage of $5.15. The school can’t pay more for the less desirable jobs or those requiring more skills. It isn’t practical to have a pool of work study students and allow faculty to call when they need workers. This would have students sitting around waiting for something to do while getting paid. Students are allowed to grade papers if the instructor wishes. Work study students sign a confidentiality policy when they begin work. If a student is not happy with their job or the department is not happy with a worker, the student can be reassigned to another job.

   It was suggested that information be placed in the new faculty packets concerning the availability of work study students and procedures for requesting one. It was also suggested that instructors be reminded at the beginning of each school year that work study help is available.

2. Hiring Procedures

   Cornelia Miller met with Sherry Martin concerning the college’s hiring procedures. When not all qualified applicants are interviewed the number can be narrowed to a reasonable number, but not less than ten. The applicants are narrowed to those who best match the requirements of the job. The Senate was not clear as to the method of determining the best match for the job. Is criteria such as education or experience used to narrow the candidates?
The Faculty Senate recommends that Sherry Martin be invited to the next meeting to answer further questions concerning the hiring procedures.

3. Faculty ethnicity

No further clarification was received on the question of faculty ethnicity.

New Business

There was no new business to be discussed at the meeting.

The next meeting will be Wednesday, April 12th at 1:30 p.m. via telecommunications.

The meeting adjourned at 2:20 p.m.