TENNESSEE STATE UNIVERSITY

Faculty Senate Meeting

October 15, 2015

Room 302 FPCC

2:40 p.m – 4:00.

**AGENDA**

1. **CALL TO ORDER**
2. **Approval of September Minutes (attachment)**
3. **Attendance**
   1. **“Senators who miss three consecutive Senate meetings and fail to send Alternates may be removed by vote of the Senate” (Constitution Part III, ARTICLE 1, Section 4).**
4. **Faculty Senate Committees** 
   1. **Members list updated (see attachment)**
   2. **Colleges without Senator representation Committee representation and e-mail follow up sent to: Engineering and Life and Physical Science**
   3. **Committee Reports**
      1. **Academic Committee – Senator Thomas Broyles**
      2. **Alumni Relations and Development Committee – Senator Robert Smith**
      3. **Budget Committee – Senator Achintya Ray**
      4. **Constitution and By-Laws Committee – Senator Michael Catanzaro**
      5. **Curriculum Committee – Senator Diane Campbell**
      6. **Executive Committee – Senator Michael Catanzaro**
      7. **Faculty Grievance and Appeals Committee – Senator Beverly Brown**
      8. **Faculty Benefits and Welfare Committee – Senator John Miglietta**
      9. **Information Technology Committee – Senator John Kelly**
      10. **Library Committee – Senator Joyce Radcliff**
      11. **Nomination and Appointment Committee – Senator Vaidas Lukosius**
      12. **Professional Development Committee – Senator Sean Daniels**
      13. **Research Committee – Senator Sachin Shetty**
      14. **Student Appeals Committee – Senator Pinky Noble-Britton**
5. **Faculty Senate Webmaster**
   1. **Jasmine McCrady, a student, requested to be the Faculty Senate’s webmaster as a resume building opportunity (free).**
   2. **Dr. Michelle Pinkard (Technology Committee) agreed to be a mentor**
   3. **Student can enroll in the LLP spring internship course to receive credit for service**
6. **TUFS (Tennessee University Faculty Senates) meeting at TSU in September 2016**
   1. **Executive Committee met to discuss menu pricing**
   2. **Information sent to President Glover with a request for a meeting**
   3. **President Glover has granted permission to host TUFS in September 2016**
   4. **Will meet next week with President to discuss details**
7. **Requests to Administration**
   1. **Book Bundle – Request Administration to evaluate effectiveness** 
      1. **Academic Committee, Dr. Thomas Broyles**
      2. **Dr. Hardy has requested that Faculty Senate create questions for the survey that would relate to the following:**
         1. **Survey Faculty**
         2. **Survey students**
         3. **Survey Current and Past students**
         4. **Consider connectivity in classroom issues**
         5. **Consider material availability in classroom via electronics**
         6. **Last year, Freshmen received tablets**
         7. **This year, Freshmen did not receive tablets**
         8. **Consider students’ desire to have a paper textbook**
8. **Four-day class schedule – Request Administration to evaluate effectiveness** 
   * 1. **Academic Committee, Dr. Thomas Broyles**
     2. **Dr. Hardy has requested that Faculty Senate create questions for the survey pertaining to the following:**
        1. **Faculty**
        2. **Students**
        3. **Friday (Faculty Research Day)**
9. **Friday Faculty Research Day**
10. **Create meeting time for committees during 4 day schedule**
11. **Eliminate research requirement for Faculty since Fridays are consistently used as meeting days.**
    * 1. **Professional Development Committee, Dr. Sean Daniels**
12. **Dr. Hardy agrees that it is difficult to not use Fridays for meetings.**
    * + 1. **Dr. Hardy has requested Faculty Senate to make recommendations for solutions.**
13. **Updates**
    1. **Faculty Handbook**
       1. **Faculty Handbook Committee will meet weekly**
       2. **Committee intends to review the handbook document and break each section (apply a title to each) and then reorder and reflow the document so that it reads from just hired to retirement (in linear sequence).**
    2. **Proposal to Establish a Non-instructional Assignment Grants for tenured Faculty** 
       1. **New revision created (see attachment)**
       2. **Faculty Senate needs to vote on current version**
       3. **Dr. Hardy approved the revision**
       4. **Dr. Hardy submitted the revision to Mr. Pendleton for review**
14. **If no revisions are necessary, the document will be submitted to TBR.**
    1. **Proposal to revise the Department Chair Hiring Policy** 
       1. **New revision created (see attachment)**
       2. **Dr. Hardy is reviewing the revision.**
       3. **He wants to ensure a uniformed process for TSU**
    2. **Proposal for a Faculty Sick Bank**
       1. **Final draft has been sent to President Glover and Dr. Hardy**
       2. **Dr. Hardy has sent the proposal to Mr. Pendleton for review**
          1. **If no revisions are necessary, the document will be submitted to TBR.**
    3. **Faculty Senate structure changes: “Handout”**
       1. **Creation of a Faculty Senate “At Large” position to represent Faculty Senate at the TBR sub-council meetings to ensure TSU representation on TBR committees**
       2. **Change Faculty Senate Executive Committee positions to two year terms**
       3. **Change Senator elections from fall semester to spring semester to enable the incoming Senators to attend meetings to have a better understanding of their role**
       4. **Dr. Hardy approved the changes**
       5. **Current change requests were sent to Mr. Pendleton**
       6. **Faculty Senate instructed to request Charles Dickens to create a Qualtrics poll to allow the full Faculty to vote on the changes.**
    4. **Updating Faculty Salary Schedule**
       1. **Dr. Hardy was very honest that the Staff Salary adjustments have not been completed.**
       2. **He did not want to give an anticipated date that the Faculty Salary review would begin**
       3. **He contacted Linda Spears, Director of Human Resources, to schedule a meeting to have a clearer, more definitive timeline**
       4. **I stated that Faculty simply want transparency and an honest account of the process. We don’t want a date if the date is constantly going to be changed.**
15. **Discussion Items**
    1. **Change grade system from whole grades (A, B, C, D, F) to a plus minus system**
       1. **I have attached a list of the TBR schools and their grading system.**
       2. **Dr. Hardy requested that the Faculty Senate vote to determine whether or not to pursue an inquiry for such a change.**
       3. **Dr. Hardy requested that Faculty Senate create the question for a Faculty Survey.**
    2. **Course Evaluations**
       1. **Request that students who withdraw from courses not be permitted to complete evaluations**
          1. **Dr. Hardy contacted Tim Warren, Director of Information Technology, to address this issue**
    3. **Faculty reporting of grades**
       1. **Students who did not withdraw from a course or stopped attending and received an “F” should not be included**
       2. **Administration should not include in their calculations the grade of “F” for students who did not withdraw from a course or stopped attending**
       3. **Dr. Hardy indicated that Banner had to report the student information because of Administration Records**
       4. **Dr. Hardy contacted Tim Warren, Director of Information Technology, to determine if it is possible to have the system offer a better distinction between attending students with “D” and “F” grades as opposed to non-attending students with a grade of “F.”**
    4. **Grade Appeal process**
       1. **Add committee reflecting one member from each college**
       2. **Committee would intervene after Dean of a College and before the VPAA to render a recommendation.**
       3. **Need proposal to implement the change (Student Appeals Committee, Dr. Pinky Noble-Britton)**
16. **Comments / Concerns / Additional Issues**
17. **Next meeting: November 19, 2015 at 2:40**
18. **Adjournment**