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**