

Minutes for the meeting of the Tennessee State University Faculty Senate, 10/15/2015

In Attendance:

Catherine Armwood, Engineering, Architectural Engineering
Dorsuren Badamdorj, CLPS, Mathematical Sciences
Beverly Brown, COHS, Nursing
Diane Campbell, COHS, Nursing
Michael Catanzaro, Liberal Arts, LLP **Chair**
Sean Daniels, Liberal Arts, Music
Eleni Coukos Elder, Education, Educational Leadership
Terrie Gibson, COHS, Speech Pathology
John Kelly, CLPS, Mathematical Sciences **Secretary**
Vaidas Lukosius, Business, BADM
Brenda McAdory, CLPS, Biology
John Miglietta, Liberal Arts, Political Science **Parliamentarian**
Pinky Noble-Britton, COHS, Nursing
Kushal Patel, COHS, Public Health
Nsoki Phambu, Science and Mathematics, Chemistry
Joyce Radcliff, Library and Media Services
Achintya Ray, Business, Economics and Finance
Ann-Marie Rizzo, CPS, Public Administration
Sachin Shetty, Engineering, Electrical Engineering
Suping Zhou, CAHNS, Prevention Research

I. Meeting was called to order at 2:44 PM with a quorum

II. September minutes were approved unanimously with the following edits: Add Senators Radcliffe and Noble-Britton to the list of Senators present. (Move to approve: Dr. Miglietta, Seconded Dr. Ray)

III. Senators were reminded about the attendance policy, which states that Senators who miss 3 consecutive meetings (without sending an alternate) can be removed by vote of the Senate. The Chair intends to enforce this policy.

IV. Committee Reports

- a. The list of committee members is still being updated – please check emails for updates.
- b. Not discussed
- c. Committee Reports
 - i. Academic Committee - No report
 - ii. Alumni Relations and Development Committee - No report
 - iii. **Budget committee** has not met yet

iv. Constitution and By-Laws Committee Amendments will be considered at a later point in the agenda (VIIIe)

v. **Curriculum Committee:** Met with Dr. Mosley. The Senate Committee will now assist the University Committee. Dr. Campbell is now the chair of both committees. The process is now that the committee will have a DropBox account that all members will be able to access to review CARFs. There is a procedure for submission that will be distributed to the Senators, who will distribute to departments and colleges.

vi. **Executive Committee** met to discuss the 2016 TUFs meeting, and worked out a rough agenda and plan for that meeting.

vii. Faculty Grievance and Appeals Committee - No report

viii. **Benefits and Welfare:** Met to discuss non-instructional assignment grants. It was agreed that the tier system from the faculty handbook would be used to evaluate applicants. It was also decided that the grants would only be available to tenured faculty, but to any tenured faculty. It was decided that the time before the initial application time, and the time between applying for grants, would be seven years. The committee wants this to be implemented by the next academic year. The Senate will hold a vote on the current proposal later in the meeting.

ix. **IT Committee** – The IT Committee did meet, with good attendance. Software licenses were a topic that was particularly important, with no clear place to get information about what licensed software you can use. Administrative rights for computers purchased was also discussed; Dr. Shetty informed us that administrative rights can be gotten by requesting them in the Work Order when the machines are set up by IT. The person who grants administrative rights is Travis Chance. An opportunity to get training / demonstration for a product called Google Cardboard has come up; the IT Committee is working on setting up a workshop.

Dr. Patel asks that IT Committee ask the University to explore replacing our current phone system with a VOIP system. This will be added to the agenda for the November meeting of the IT Committee.

The committee also discussed that the license for desire2learn is also ending soon. Dr. Catanzaro confirmed from a source in TBR that this is happening. The Senate discussed the TBR's upcoming decision on this, and several people voiced the desire that faculty are consulted in this decision.

x. **Library Committee:** The committee met, and set a mission for the committee to identify collections and resources of interest to faculty. A topic of interest to several Senators (and other faculty) is that departmental book budgets (money that is set aside by the library for each department / college) cannot be used for media (DVDs, etc.). The book budget is often larger than is needed, but there is no money for media that is really needed. The Library Committee will pass these concerns to the Library staff. She also mentions the Get It Now system, whereby you can request specific articles directly on the website. They would also like to add a student member to the committee. The committee plans to meet once a month.

xi. Nomination Committee: Did not meet

xii. Professional Development: Did not meet

xiii. Research Committee - The research committee met, and agreed that the new faculty development series run by Research and Sponsored Programs is a welcome change, but some feedback will be given. The key items were better advertising, a shorter length for the activities, video recording of the activities, and seeking input from faculty for activity topics. They also discussed shortcomings of the recent mini-grant competition, especially how the results of the competition were shared, and how reviewer comments were not shared with faculty who did not get awards. They also discussed the need to create a policy for grants that have a per-institution limit on the number of applications. Indirect funds getting back to departmental accounts is not working in a fully reliable manner yet – Dr. Shetty reports that it's still ad hoc in the situations where it's happened so far. The committee wants to also discuss how the funds are distributed among the colleges and departments when some colleges get much more federal grant money than others. The committee wants to know, when overhead funds go back to departments, if that is fair when some departments will get no funds from this process. The committee plans to propose a system for how overhead funds will come back to different departments. The current recommendation is that any overhead funds returned to a department should be distributed in the department by an oversight committee. Dr. Ray also recommends that the University thinks about funding at the departmental level a bit more broadly, including all sources of revenue. For example, taking into account the revenue generated by teaching as well. The point is that the University is very interested in incentivizing research fund generation, but does not necessarily incentivize other forms of fund generation like teaching.

xiv. Student Appeals: Dr. Mosley attended the meeting and discussed the policy for student appeals.

V. Faculty Senate Webmaster: Jasmine McCrady (a student) has volunteered to be the Faculty Senate Webmaster; she will be mentored by Michelle Pinkard and possibly receive course credit. This position needs to be voted upon; Dr. Miglietta moves and the motion is seconded. Dr. Lukosius questions who will oversee the student; normally that would be the chair of the IT Committee or their designee. The motion carries unanimously.

VI. TUFSS meeting – Senate has voted to host the meeting, and a budget has been sent to Dr. Glover requesting funds. Dr. Glover and Dr. Catanzaro will meet soon to discuss funds.

VII. Requests to Administration – refer to the Agenda for details

a. **Book Bundle:** Dr. Hardy wants a survey created by Faculty Senate about the book bundle. Dr. Rizzo has a student in a graduate course already studying the issue, and we can perhaps use that to help us create a survey. There is a discussion about the goals of the survey and how to properly create a survey. Dr. Lukosius and Dr. Rizzo will work on developing the goals of the survey.

b. **Four Day Class Schedule:** The administration is happy with the four day schedule so it's up to the Senate to determine if it's a problem and suggest solutions. One issue is meetings

on Friday taking away research time. Dr. Jara brings up that in Math, they have a very difficult time scheduling all the necessary sections. Dr. Catanzaro suggests that the Academic Committee tackle this question.

Skip to Section VIIIe so that votes for Constitution Amendments can be held. The amendments have been cleared by administration so that as soon as Senate approves them they can be sent out to the faculty. Dr. Lukosius moves to approve the amendments and Dr. Daniels seconds. There is a short off-topic side discussion started by Dr. Zhou about non-instructional assignment grants not being available to non-tenured faculty, but Dr. Miglietta brings discussion back on topic. There are some questions about procedural topics, but it is determined that any vote is valid. The procedure would go into effect immediately when approved by the faculty at large. The amendments pass unanimously.

Now move to VIIIb. The non-instructional assignment grant proposal has been provided to Senators; Dr. Ray moves to approve the proposal and Dr. Lukosius seconds. Dr. Zhou still objects to the exclusion of tenure track faculty, even if they have seven years of service. Dr. Catanzaro explains that the administration, the University Counsel, and TBR have demanded that this is written this way. Dr. Zhou asks Dr. Catanzaro to make a statement for her faculty explaining the situation. Dr. Jara questions needing the signature of the chair, and Dr. Catanzaro explains that the chair only signs that you've met the requirements; neither the Dean nor the Chair has any role in the approval of these. Dr. Jara worries that Chairs who simply wish to block the process for a specific faculty member could be a problem. The motion is approved unanimously.

VIIIc. Dr. Catanzaro quickly updates about the Chair hiring policy. Administration has some reservations about the policy of 3 year / 3 year renewable, but overall supports it. The details of how to implement are still being considered by administration. There is a discussion of the need for chair terms, and some discussion of how long the term should be.

Dr. Ray moves to adjourn, Dr. Kelly seconds. Motion is carried unanimously, and the meeting is adjourned at 4:32 PM.