

TENNESSEE STATE UNIVERSITY  
Faculty Senate Meeting  
October 15, 2015  
Room 302 FPCC  
2:40 p.m – 4:00.

**AGENDA**

- I. CALL TO ORDER**
- II. Approval of September Minutes (attachment)**
- III. Attendance**
  - a. “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).**
- IV. Faculty Senate Committees**
  - a. Members list updated (see attachment)**
  - b. Colleges without Senator representation Committee representation and e-mail follow up sent to: Engineering and Life and Physical Science**
  - c. Committee Reports**
    - i. Academic Committee – Senator Thomas Broyles**
    - ii. Alumni Relations and Development Committee – Senator Robert Smith**
    - iii. Budget Committee – Senator Achintya Ray**
    - iv. Constitution and By-Laws Committee – Senator Michael Catanzaro**
    - v. Curriculum Committee – Senator Diane Campbell**
    - vi. Executive Committee – Senator Michael Catanzaro**
    - vii. Faculty Grievance and Appeals Committee – Senator Beverly Brown**
    - viii. Faculty Benefits and Welfare Committee – Senator John Miglietta**
    - ix. Information Technology Committee – Senator John Kelly**
    - x. Library Committee – Senator Joyce Radcliff**
    - xi. Nomination and Appointment Committee – Senator Vaidas Lukosius**
    - xii. Professional Development Committee – Senator Sean Daniels**
    - xiii. Research Committee – Senator Sachin Shetty**
    - xiv. Student Appeals Committee – Senator Pinky Noble-Britton**
- V. Faculty Senate Webmaster**
  - a. Jasmine McCrady, a student, requested to be the Faculty Senate’s webmaster as a resume building opportunity (free).**
  - b. Dr. Michelle Pinkard (Technology Committee) agreed to be a mentor**
  - c. Student can enroll in the LLP spring internship course to receive credit for service**
- VI. TUFs (Tennessee University Faculty Senates) meeting at TSU in September 2016**
  - a. Executive Committee met to discuss menu pricing**
  - b. Information sent to President Glover with a request for a meeting**
  - c. President Glover has granted permission to host TUFs in September 2016**
  - d. Will meet next week with President to discuss details**

## **VII. Requests to Administration**

### **a. Book Bundle – Request Administration to evaluate effectiveness**

- i. Academic Committee, Dr. Thomas Broyles**
- ii. 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**

### **b. Four-day class schedule – Request Administration to evaluate effectiveness**

- i. Academic Committee, Dr. Thomas Broyles**
- ii. 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)**

### **c. Friday Faculty Research Day**

- i. Create meeting time for committees during 4 day schedule**
- ii. Eliminate research requirement for Faculty since Fridays are consistently used as meeting days.**
- iii. Professional Development Committee, Dr. Sean Daniels**
- iii. 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.**

## **VIII. Updates**

### **a. Faculty Handbook**

- i. Faculty Handbook Committee will meet weekly**
- ii. 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).**

### **b. Proposal to Establish a Non-instructional Assignment Grants for tenured Faculty**

- i. New revision created (see attachment)**
- ii. Faculty Senate needs to vote on current version**
- iii. Dr. Hardy approved the revision**
- iv. Dr. Hardy submitted the revision to Mr. Pendleton for review**
  - 1. If no revisions are necessary, the document will be submitted to TBR.**

- c. **Proposal to revise the Department Chair Hiring Policy**
  - i. **New revision created (see attachment)**
  - ii. **Dr. Hardy is reviewing the revision.**
  - iii. **He wants to ensure a uniformed process for TSU**
  
- d. **Proposal for a Faculty Sick Bank**
  - i. **Final draft has been sent to President Glover and Dr. Hardy**
  - ii. **Dr. Hardy has sent the proposal to Mr. Pendleton for review**
    - 1. **If no revisions are necessary, the document will be submitted to TBR.**
  
- e. **Faculty Senate structure changes: “Handout”**
  - i. **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**
  - ii. **Change Faculty Senate Executive Committee positions to two year terms**
  - iii. **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**
  - iv. **Dr. Hardy approved the changes**
  - v. **Current change requests were sent to Mr. Pendleton**
  - vi. **Faculty Senate instructed to request Charles Dickens to create a Qualtrics poll to allow the full Faculty to vote on the changes.**
  
- f. **Updating Faculty Salary Schedule**
  - i. **Dr. Hardy was very honest that the Staff Salary adjustments have not been completed.**
  - ii. **He did not want to give an anticipated date that the Faculty Salary review would begin**
  - iii. **He contacted Linda Spears, Director of Human Resources, to schedule a meeting to have a clearer, more definitive timeline**
  - iv. **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.**

## **IX. Discussion Items**

- a. **Change grade system from whole grades (A, B, C, D, F) to a plus minus system**
  - i. **I have attached a list of the TBR schools and their grading system.**
  - ii. **Dr. Hardy requested that the Faculty Senate vote to determine whether or not to pursue an inquiry for such a change.**
  - iii. **Dr. Hardy requested that Faculty Senate create the question for a Faculty Survey.**
  
- b. **Course Evaluations**
  - i. **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**

**c. Faculty reporting of grades**

- i. Students who did not withdraw from a course or stopped attending and received an “F” should not be included**
- ii. Administration should not include in their calculations the grade of “F” for students who did not withdraw from a course or stopped attending**
- iii. Dr. Hardy indicated that Banner had to report the student information because of Administration Records**
- iv. 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.”**

**d. Grade Appeal process**

- i. Add committee reflecting one member from each college**
- ii. Committee would intervene after Dean of a College and before the VPAA to render a recommendation.**
- iii. Need proposal to implement the change (Student Appeals Committee, Dr. Pinky Noble-Britton)**

**X. Comments / Concerns / Additional Issues**

**XI. Next meeting: November 19, 2015 at 2:40**

**XII. Adjournment**