

TENNESSEE STATE UNIVERSITY
Faculty Senate Meeting
September 17, 2015
Room 302 FPCC
2:40 p.m – 4:00.

AGENDA

- I. CALL TO ORDER**
- II. Approval of August Minutes (attachment)**
- III. Faculty Senate Committees**
 - a. Members (see attachment)**
 - b. Colleges missing and e-mail follow up sent to: Agriculture and Human Sciences, Education, Engineering, Health Sciences, Life and Physical Science**
- IV. Chair-Elect Election**
 - a. Achintya Ray Ph.D. Associate Professor, College of Business**
- V. TSU Gala Event**
 - a. October 16, 2015**
 - b. \$150.00**
 - c. Four Senators have purchased tickets and requested seating at the Faculty Senate table**
- VI. TUFS (Tennessee University Faculty Senates) meeting at TSU in September 2016**
- VII. Updates**
 - a. Faculty Handbook**
 - i. Dr. William Johnson is now Chair of the Faculty Handbook Committee**
 - ii. Administration has requested a draft for Faculty review before the end of the semester**
 - b. Proposal to establish a non-instructional assignment grants for tenured Faculty**
 - i. Per meeting with Dr. Hardy, TBR is currently being consulted to implement this policy**
 - ii. Assistant, tenure-track faculty will not be eligible**
 - c. Proposal to revise the Department Chair Hiring Policy**
 - i. Per meeting with Dr. Hardy, Faculty Senate needs to request a simplified process to the current policy with the following recommendations (see attachment):**
 - 1. Faculty Senator (or past Faculty Senator) for the Department will**
 - 2. arrange for candidates to speak with the faculty**
 - 3. create an electronic ballot for Faculty to vote**
 - 4. submit results of the ballot to the Faculty and the Dean of the college**
 - 5. submit recommendation to the Dean of the college**
 - d. Proposal to return overhead funds on research grants back to the PI's corresponding college**
 - i. According to Vice President Cynthia Brooks (Finance and Accounting), Overhead funds should be credited to the "research accounts at the department levels"**

beginning in October, 2015. I have requested confirmation from Dr. Crumpton-Young (Research and Sponsored Programs).

- e. **Proposal for a Faculty Sick Bank**
 - i. **Final draft has been sent to Dr. Hardy**
- f. **Parking is still an issue with many Faculty; however, the gated lots and reserved spaces will remain in effect**
- g. **Updating Faculty Salary Schedule**
 - i. **Per meeting with Dr. Hardy, Faculty salary schedule was to be reviewed once the staff salary schedule was completed**
 - ii. **Staff salary schedule was more complicated than expected**
 - iii. **Dr. Hardy is currently in discussions with Ms. Spears in Human Resources about the Faculty salary schedule**
 - iv. **Dr. Hardy will keep Faculty Senate informed about progress**
 - v. **Dr. Hardy is hopeful that Faculty will have a response before the end of the semester**
- h. **Faculty Senate has consulted with TSU counsel (Mr. Pendleton) and Dr. Hardy about changes to enhance the functionality of Faculty Senate.**

Mr. Pendleton recommended a need for one amendment change that would anticipate any future requests for changes such as a two thirds vote of the Faculty Senators to put changes into effect. (This is the current policy that would allow Faculty Senate to change the meeting day and time.)

Current change requests include the following:

- 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**

VIII. Faculty Senate Action Items

- a. **Results of vote to change Faculty Senate meetings to the third Friday of each month at 10:00**

IX. Discussion Items

- a. **Grade Appeal process**
 - i. **Add committee reflecting one member from each college**
- b. **Change grade system from whole grades (A, B, C, D, F) to a plus minus system**
 - i. **Faculty Senators are tasked to create an electronic ballot so members of their departments can vote for or against this issue.**
 - ii. **Results will be submitted to Faculty Senate**
 - iii. **Faculty Senators will vote to submit the initiative to the Administration**
- c. **Request that all academic advisers be clearly listed on each departmental webpage, so that students have easy access to advisers. Include: adviser name, email address, phone number and office hours**

- i. Need to draft a proposal to submit to the Administration to instruct the Deans of the various colleges to instruct department Chairs to place information on department websites (Information Technology Committee)
- d. Course Evaluations
 - i. Request that students who withdraw from courses not be permitted to complete evaluations
 - 1. Per Dr. Hardy, he will contact Information Technology to address this issue
- e. 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. Per Dr. Hardy, this reporting is for Financial Aid issues.
 - 1. If Faculty are required to complete reports other than the “Grade Distribution Report,” he would like to have a copy of the required report.
 - 2. For example, Faculty in the Department of Languages, Literature and Philosophy must complete a “Deficiency Grade Report” (see attachment)
- f. Workload credits for classes that combine multiple sections
 - i. Per meeting with Dr. Hardy, class maximums are being reviewed with TBR
 - ii. Laboratory/workshops have larger class numbers but they have larger salaries too
- g. Course caps:
 - i. Course ceilings are indiscriminately raised.
 - ii. In some cases, there are more students than desks in the classroom
- h. Funds for development of courses
- i. Friday Faculty Research Day – Clarification required
- j. Four-day class schedule – evaluation of effectiveness requested
 - i. Survey Faculty
 - ii. Survey students
- k. Book Bundle – evaluation of effectiveness requested
 - i. Survey Faculty
 - ii. Survey student
 - 1. Current and Past
 - iii. Consider connectivity in classroom issues
 - iv. Consider material availability in classroom via electronic
 - 1. Last year, Freshmen received tablets
 - 2. This year, Freshmen did not receive tablets
 - v. Consider students’ desire to have a paper textbook
- l. Biology Lab Manuals -- late notification that it is not included in the TSU Textbook Bundle Initiative

X. Comments / Concerns / Additional Issues

XI. Next meeting: October 15, 2015 at 2:40

XII. Adjournment