

Date: August 25th, 2022
Time: 2:40 PM-4:30 PM
Zoom Meeting Faculty Senate

Minutes taken by Senator Guinevere Bennett, Secretary.

Executive Committee:

AYS – Senator Artenzia Young-Seigler, Chair: ayoung@tnstate.edu

Vice-Chair: vacant

GB – Senator Guinevere Bennett, Secretary: gbennett@tnstate.edu

BB – Senator Beverly Brown, Treasurer: bbrown45@tnstate.edu

RA – Senator Reginald Archer, Parliamentarian: rarcher@tnstate.edu

WJ – Senator William Johnson, Board of Trustees Representative: wjohnso7@tnstate.edu

KT – Kimberly Triplett, past preside: ktriplett@tnstate.edu

Item #	Agenda Item	Motions by	Motions seconded by
1	<p>2:40-2:45 PM Welcome & Call to Order AYS Welcome to Faculty Senate 2022-2023 Academic year Please mute if not speaking, RA – call meeting to order, there is 2-minute limit for speaking. Motion on floor for today move Faculty Forum update to later meeting to allow Dr. Robbie Melton to answer questions. Greeting from Academic Affairs.</p>	RA	AYS
2	<p>2:45-3:28 PM Greetings from Academic Affairs Acting Interim Vice President of Academic Affairs, Dr. Robbie Melton RM (Dr. Robbie Melton) – Call to open Fall Semester, have team with her, Ms. Cheryl Seay, Dr. Johnnie Smith (AVP), Dr. Claire Young, Mr. Izzard (enrollment management), Frank Stevenson (over housing) to answer questions. Have largest freshman class ever, challenges working out, specifically housing and addressing it, finalizing student schedules, ensure classes staffed, communication of major updates, ensuring Faculty Senate (FS) is updated and ensure able to filter out fake information. Will take a few questions about what is going on regarding academic affairs.</p> <p>Questions: RTM (Senator Reynard Trea McMillian) - Emails from students regarding courses being taken in online option, the course was designed to be on-ground, can the university provide guidance on how these students and person to connect with to facilitate their needs? RM – Procedure: we contacted Deans and Chairs; they contact faculty to determine if the course is appropriate to be online and available. Regarding all online courses: putting online is not the answer, it needs to assess course design and faculty needs, a support system needs to be put in place for the students. Dr. Seay, can you explain the process? CS (Dr. Cheryl Seay) - Students submitted housing deposits, gave opportunity for sophomores, juniors, and seniors to help us accommodate the freshman. From the interested students, we got T-numbers, pulled student schedules, and shared courses with dean to see if courses would be appropriate for online delivery, or if we could do high flex or dual tract. In cases where we received feedback, we told students of courses that would be available online. We did not want to influence departmental decisions, only relay information. We were able to determine those students that would be able to support on online option and which students still required housing. This was opened to more students, given a list of online course options, if courses were closed then the switch to online may not be supported at this time. With faculty that got assigned to another 98 courses, it was because they indicated they would be willing to do a high flex</p>		

<p>dual/track mode, with the students becoming eligible for the tuition discount and the system would pick them up. This was not intended to be an increase in workload but was promoting doing a synchronous section while in class. We are talking about 1-2 students to accommodate them due to housing issues.</p> <p>WJ – How many took the online version? CS – 181 students WJ - Students that are local but had online option, asked if they could come to class, and told no due to room limitations. CS – We will communicate later today with additional information, hope is to have this resolved by Monday, having two trainings that will cover how to use rooms, one on Main Campus at 9:00 Clay Hall room 213, and Avon Williams campus at 11:00 in room 201, she will record for those that cannot attend. Still working on schedule conversions and let students know they are still working on it.</p> <p>JA (Senator Jill Anderson) - There is concern 7-week classes getting we are scheduled to teach are not meeting same contact hours of longer courses? CS – Not in violation of contact hours, have model we adhere to use rubric to help faculty maintain hours. JA – Do we have official communication with that information? Concern is nothing official to refer to. CS – Happy to share information we use to ensure contact hours are being met RM – We will send out something official about 7-week courses. For fall only additionally we are allowing students to have 12 hours instead of 15 hours and still be full-time for, make sure contact Sax COCs, financial aid, federal guidelines, etc.</p> <p>JS (Senator Jason Smith) - list sent by Dr. Seay gave clarity, students contacting regarding supposed to be online with documentation/emails, where can we get help for these students? Numbers given this morning do not match up with the numbers we are being given to the department. CS- Email me Cseay1@tnstate.edu their information and I would be happy to check them, we were not giving a high-flex option, most were told to find an online course that would work. Can you have them go to their Degree Works to see what they need; they can find what sections are open?</p> <p>CG (Senator Cynthia George) – Wanted to give shout out, the transfer counselor, and Chelsea Morgan, for positive changes in advising tool, website and updates. TI (Mr. Terrance Izzard) - Thank you for this feedback.</p> <p>CAG (Dr. Catherine Armwood-Gordon) - Can you provide the list of online classes; I need to know other classes that are online? And can we have a list of 7-week classes online? CS – First time freshman needs to go to freshman advising office, as far as courses that were dropped, we are adjusting the schedule so we can maximize number of people that have a schedule, but everyone will get back to their 15 hours, and tell students not to panic as the changed will be over the next few days. Several departments have moved some of their courses online to accommodate. https://www.tnstate.edu/online/documents/Fall%202022%20TSU%20DE%20Courses.pdf RM – Mr. Izzard we need to share how we are balancing their courses. TI – 3512 new freshman, 3000 registered, finalizing the 511 that remain, and we are finalizing those to be full-time.</p>		
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	<p>BB – Are we providing computers for students that don’t have them? Are new Freshman getting eLearn training? Returning students that are changing majors, and they are two weeks out for an appointment?</p> <p>RM – Link in MyTSU for emergency equipment, will check for link working with Dr. Brown will check with Tim Warren also. For eLearn students that need help, we have videos to help navigate and we have mentors that can help with that process as well.</p> <p>CS (Chat comment) - There is a new help feature in eLearn to support students with more specific questions....we will update the eLearn homepage to introduce this new end user support function.</p> <p>FS (Dr. Frank Stevenson) - Housing 5000 students being housed, 75-80% of UG because expensive to live in Nashville. 3700 students live on campus, up 700 from last year. Lots of anxiety living off campus with some frustration. Have 5 hotels, some working better than others. Have several students on the waitlist (late July to present), have taken deposit and will house if any becomes available. Fox has been relentless, only 5-6 that are unhappy making all the noise. Hotel students have many add-ons (breakfast, gas card, etc.) and coverage of meal plan and transportation.</p> <p>AYS – We can field one more question, faculty can email their questions to me and I can forward that to RM ayoung@tnstate.edu</p> <p>LC (Dr. Leitao Chen) - In Banner, my course created an online version with no students registered, but on CS list, it is not showing up.</p> <p>CS – Only moving current students in your course to utilize an online version, only supporting existing section, if no one is in there then the student must have found another option.</p> <p>RM – Wrap up, we are working hard, registration extended to 8/31, available after meeting, then team ready and available</p> <p>Chat Questions:</p> <p>DBK (Dr. Deborah Burris-Kitchen) - Can we get numbers of incoming freshmen by declared major? I am really interested in how many CRMJ incoming students we have. But I am sure others are interested as well in their department.</p> <p>CAG (Dr. Catherine Armwood-Gordon) - I just want to know will the last day for regular registration be moved from August 26th? Since students are still registering and some need adjustments and the freshman advisement hasn't replied to them yet.</p> <p>RTM - Do we have a long-term plan to address student housing? Based on the figures outlined today, there will still be a problem at the beginning of the next term.</p>		
3	<p>3:29- 3:31 PM Consideration of the minutes of the meeting held on April 21, 2022</p> <p>AYS – Can you put link to minutes into the chat?</p> <p>GB - They are in the chat, cannot access meeting minutes due to document permissions tabled for next meeting, upload the minutes for review, change view settings, have pdf ready as backup</p> <p>BB Motioned to table minutes review until next meeting, motion passed</p>	BB	WJ
4	<p>Faculty Senate Charge and Role of Faculty Senators</p> <p>AYS - recommend table for next meeting to allow time for RM to field faculty questions RA motioned; motion passed (beginning of meeting)</p>	RA	AYS

5	<p>3:32-3:35 PM Vacant Chair-Elect Nominations AS (Senator Amy Sibulkin)- Reviewed qualifications for Vice-Chair Elect position, nominations will be accepted until September 15th which is day of election send nominations to GB gbennett@tnstate.edu AYS – Vice Chair election will be at our next Faculty Senate meeting, can self-nominate if you wish, this position is a 6-year commitment</p>		
6	<p>3:35-4:06 PM Vacant Standing Committee Chairs Nominations and Election Organized and completed by AS</p> <ul style="list-style-type: none"> • Nomination and Appointment – Senator Laportia Davis, (won election) <p>AS – Did not accept nomination WJ – End of this year vote faculty representative to board but there will need to be a vote AYS – This committee will elect the Vice Chair at the next meeting</p> <ul style="list-style-type: none"> • Grievance and Appeals – Senator Robbie Cochrum, (won election) <ul style="list-style-type: none"> • Benefits and Welfare – Senator Cynthia George (CG), Senator Laportia Davis, (CG won election 25 yes of 30 votes) <p>CO (Senator Cosmas Okoro) - Chat Question - Is the welfare committee also responsible for ensuring that faculty get their extra service pay?</p> <ul style="list-style-type: none"> • Information Technology – Senator Sujuta Guha, (won election) <p>AA (Senator Ahmad Aziz) - Chat Question - In the last meeting Dr Sujuta Guha was nominated?</p> <ul style="list-style-type: none"> • Student Appeals – Senator Brian Russell, (won election) 	<p>MH (Dr. Marie Hammond)</p> <p>JA</p> <p>JA</p> <p>BR</p> <p>WJ</p>	<p>JA</p> <p>BR (Senator Brian Russell)</p> <p>MH</p> <p>WJ</p> <p>CG</p>
7	<p>PM Information and Updates from August 19, 2022 Full Faculty Forum GB - Tabled for next meeting to allow time for RM to field faculty questions</p>		
8	<p>4:06-4:26 PM Update on Faculty Senators Terms for this Academic School Year GB – Reviewed term senators, will include entire list in the minutes for this meeting. One correction, Senator Twianie Roberts in first term. AYS – If any corrections, email GB and cc AYS. gbennett@tnstate.edu, ayoung@tnstate.edu</p> <p>Other Business – AYS - RM has been reaching out with updates, if you are not receiving updates, talk to your department chairs for updates. Reach out to the executive committee with concerns you may have. We can contact administration and president; they are very receptive.</p> <p>BB - \$5424.47 in account, no activity since 2015 from that account, this money came from staff, initial contribution was \$15,000. AYS – Did it show additions over time? BB – No additions, but I didn’t see the account/access account directly. AYS – We will follow up with that.</p> <p>TR (Senator Twianie Roberts) - University email asking to pick up additional courses, \$3000 per course which is adjunct pay, which is way under normal overtime pay, can we investigate addressing this as based on current pay not adjunct pay? We need to change this to reflect higher student numbers in recent years.</p>		

	<p>AYS – 4 tiers of pay depending on credentials, if you are a masters, if you have a master's degree, with 3 or 4 years of teaching experience, you get \$750 per credit hour, if you are masters, and you have more than 3 years of teaching experience a relevant experience, a related experience then it's \$800 a credit hour. If you hold a terminal degree with less than 10 years of experience, it is 900 per credit hour, and if you hold a terminal degree with more than 10 years of experience, then it's a \$1,000 per credit hour.</p> <p>WJ – Before this semester adjunct was \$750 per credit hour, so movement in the right direction, sister institutions in same situation</p> <p>CG – Is there an onboarding process to take over as a new chair of one of these committees we just took over?</p> <p>RC (Senator Robbie Cochrum) – Many of these processes are not documented, or are not filed, or nobody knows/never created. Some of these committee may have this part of their duties?</p> <p>KT – In previous years, we have had meetings with new chairs, given orientation and previous work that was in-process, can look in Share-Point where documents are stored for reference.</p>		
9	<p>4:27-4:33 PM New Business and Adjournment</p> <p>AYS – New chairs expected to present a report of committee activities, we will give access as new senator to SharePoint.</p> <p>WJ – Strongly recommend watching subcommittees 9/15 meetings, recommend attending, review the times for the governing board of trustees meeting.</p> <p>AYS - The exact times on the TSU homepage on the governing board page. It has their minutes from all the meetings that they've had before, and the live stream from the meetings they've had before, because all that information is public access except for the executive committee meeting. https://www.tnstate.edu/board/meetings.aspx</p> <p>KT – Congratulations on the first meeting of this academic year.</p> <p>AYS – Thank you for your attendance, 3rd Thursday of the month next meeting</p>		

Faculty Senator Attendance:

	Present 29 VOTING	Absent 8	College	Last Name	First Name	Position	Year Term expires in April	Term 1 or 2
1		x	AGRICULTURE	de Koff	Jason	NIA Committee Chair	2024	2
2	x		AGRICULTURE	Khanal	Aditya		2024	2
3	x		AGRICULTURE	Archer	Reginald	Parliamentarian	2024	1
4	x		AGRICULTURE	Aziz	Ahmad	Academic Committee, Chair	2024	1
5	x		AGRICULTURE	Chen	Fur-Chi		2024	2
6	x		AGRICULTURE	Davis	LaPorchia		2024	1
7	x		BUSINESS	Jolayemi	Joel		2023	1
8	x		BUSINESS	Marquis	Gerald		2024	2
9		x	BUSINESS	Siekpe	Jeffrey		2024	1
10	x		BUSINESS	McMillian	Reynard	Budget Committee Chair	2024	1

11	x		EDUCATION	Roberts	Twianie	Alumni Relations and Dev, Chair Curriculum Committee, Chair	2023	1
12	x		EDUCATION	Sibulkin	Amy		2024	2
13	x		ENGINEERING	Ghosh	Sagnika		2024	1
14	x		ENGINEERING	Fasoro	Abiodun		2023	2
15		x	ENGINEERING	Beane	Carlos		2024	1
16		x	ENGINEERING	Keel	Lee	Alternate	2024	1
17	x		COHS	Brown	Beverly	Nursing, Treasurer	2024	1
18	x		COHS	Cochrum	Robbie	HPSS	2024	1
19	x		COHS	Pleban	Francis	PH,HA,HS	2024	1
20	x		COHS	Johnson	William	HPSS, Const and ByLaws, Chair	2024	1
21	x		COHS	Bennett	Guinevere	OT, Secretary	2024	1
22	x		COHS	Brock	Valerie	Alternate	2024	1
23		x	LIBERAL ARTS	Kakoti	George	Criminal Science	2024	1
24	x		LIBERAL ARTS	Anderson	Jill	LLP	2024	1
25	x		LIBERAL ARTS	Gadsden	Cynthia	Art & Design	2024	1
26		x	LIBERAL ARTS	Crawford	Mark	Academic Committee, Chair	2024	2
27	x		LIBERAL ARTS	Russell	Brian	Political Science	2024	1
28	x		LIBRARY	Huskey	Julie	Chair-Library Comm.	2023	1
29	x		LAPS	Young- Seigler	Artenzia	Executive Committee, Chair	2024	2
30	x		LAPS	Okoro	Cosmas	Post Tenure Review Comm, Chair	2023	1
31	x		LAPS	Kelly	John		2024	2
32		x	LAPS	Guha	Sujata		2024	1
33	x		LAPS	Tiriveedhi	Venkataswarup	Research Committee, Chair, Fair Funding Action Committee Chair	2024	2
34		x	PUBLIC SERVICE	Chilton	Kenneth	Professional Devel, Chair	2024	2
35	x		PUBLIC SERVICE	George	Cynthia	Alternate	2024	1
36	x		Past-Chair (NON-MEMBER)	Triplett	Kimberly	Past-Chair	2024	
37	x		Faculty Trustee (NON-MEMBER)	Johnson	Bill	Current Trustee	2023	1
38		x	Guest	Seay	Cheryl			
39		x	Guest	Melton	Robbie			
40		x	Guest	Smith	Johnnie			
41		x	Guest	Sambo	Jeff			
42		x	Guest	Stevenson	Frank			
43		x	Guest	Wang	Zufen			
44		x	Guest	Armwood- Gordon	Catherine			
45		x	Guest	Morgan-Curtis	Samantha			

46		x	Guest	Chen	Leitao			
47		x	Guest	Oats	Veronica			
48		x	Guest	Smith	Jason			
49		x	Guest	Lewis	Gary-Lee			
50		x	Guest	Burris-Kitchen	Deborah			
51		x	Guest	Anderson	Charlise			
52		x	Guest	Brown	Charles			
53		x	Guest	Fleming	Rita			
54		x	Guest	Oates	Veronica			
55		x	Guest	Hammond	Marie			
56		x	Guest	Du	Kang			
57		x	Guest	Habibi	Mohammad			
58		x	Guest	Williams	Latasha			
59		x	Guest	Miao	Heh			
60								
61								