

Minutes for the meeting of the Tennessee State University Faculty Senate, 8/20/2015

In Attendance:

Muhammad Akbar, Engineering, Mechanical Engineering  
Beverly Brown, COHS, Nursing  
Thomas Broyles, CAHNS, Ag and Environmental Science **Treasurer**  
Diane Campbell, COHS, Nursing  
Michael Catanzaro, Liberal Arts, LLP **Chair**  
Sean Daniels, Liberal Arts, Music  
John Dossett, Education, Psychology  
Joan Gibran (for Kimberly Triplett), CPSUA, Social Work  
Terrie Gibson, COHS, Speech Pathology  
John Kelly, Science and Mathematics, Math and Physics **Secretary**  
Vaidas Lukosius, Business, BADM  
John Miglietta, Liberal Arts, Political Science **Parliamentarian**  
Kushal Patel, COHS, Public Health  
Pinky Noble-Britton, COHS, Nursing  
Nsoki Phambu, Science and Mathematics, Chemistry  
Joyce Radcliff, Library  
Achintya Ray, Business, Economics and Finance  
Diana Scales, Liberal Arts, Communications  
Robert Smith, Liberal Arts, Criminal Justice  
Blair Thornton, COHS, HPSS  
Artenzia Young-Seigler, CAHNS, Biology **Ex-officio**  
Suping Zhou, CAHNS, Prevention Research

I. Meeting was called to order at 2:40 PM with a quorum

II. April minutes were approved unanimously with the correction of Dr. Young-Seigler's name.

Ia. Item added to agenda – visit by President Glover and VPAA Hardy. President Glover starts by greeting the Senate and commending the good working relationship between her administration and the Faculty Senate. The next item is a discussion of master plan updates. President Glover discusses requests in the master plan for expanding the downtown campus, two new residence halls, and upgrades to the football stadium. We are also asking for funding for a Nursing building, and improvements to the Engineering building. We do not know yet what funding will be approved for this cycle.

The next item is challenges with student housing. Some students did not pay deposit in advance, but are here now and want to attend TSU. Students who did not pay deposit do not have a room right now, but the administration is working very hard to find places for students to be. There are trying to have 3 students stay in some double rooms, and they are also working on off campus housing. They are also working with local hotels for some rooms. They hope that some

rooms will open up as students come back, register, and decide to make alternate housing arrangements.

Dr. Hardy speaks next, praising shared governance at TSU. He also reaffirms that the main goal of the administration is for students to succeed academically. He also gives us a message to take back to other faculty: If your students are not learning the way you teach, find a way to teach how they learn. As a part of this discussion, he mentions some features of modern students – short attention spans, and heavy use of mobile devices – and encourages us to leverage those in class. He also encouraged us to rap in class. He emphasizes the key goal of improving graduation rates *without* grade inflation. Dr. Glover also emphasized that students have to take charge of their own education.

A question and answer session starts next – Dr. Akbar asks Dr. Hardy for some clarification, which segues into a discussion of costs and debt. One factor driving debt is that students do not complete in four years. Dr. Glover also mentioned that the progression metric for THEC is changing the yearly hour goals from 24-48-72 to 30-60-90 hours. This is especially difficult for TSU – we had challenges meeting the previous goal already. Dr. Glover fought for a reprieve for TSU, but the new goals stand. This means that students now *must* take (and pass) 15 hours each semester to meet the new goals.

Dr. Catanzaro asks about agenda item IXg – he notes that some classes will have swipe systems for student attendance. He asks if a swipe system will also work on door locks. Dr. Hardy states that his understanding is that there will be two swipes – one for the door, and one internal swipe for attendance. Dr. Glover states that there are about 90 general education classrooms that will get the swipe system. Dr. Glover also suggests that students who come in with low test scores and low GPAs are advised to not tackle the very hardest majors – her example is chemical engineering. Dr. Catanzaro follows up with a question about cheating the system – how do we prevent one student from swiping from a friend who is not there? Dr. Hardy suggests that professors are vigilant – watch for students double swiping, and check if the roll and the number in the room don't match. You can also physically call roll to check the swipes occasionally.

Dr. Catanzaro also asks about a block of time during the four days of classes that is blocked out for committee meetings and the like. Dr. Glover said that Dr. Mosley was working on blocking out two periods a week where no classes would be scheduled. Dr. Hardy mentions that 10 AM on Friday there are no classes or events scheduled. Dr. Catanzaro mentions that Friday was promised as a faculty research day, and Dr. Hardy says that one hour should be OK. Dr. Kelly also notes that Mathematics has a difficult time scheduling all classes in 4 day schedule, so any blocked out times make that task even harder.

Dr. Miglietta brings up that a SACS report from several years ago that stated our library was out of date. They did not request new money for a library, but there is money to refurbish the library in the maintenance part of the plan. Dr. Glover notes that SACS does not emphasize physical libraries as much, but they are emphasizing online access more. Dr. Hardy notes that they're looking at the library of the future, and notes that on some campuses the library went 100% electronic – they had holdings in storage, but met student and faculty needs online. The administration has formed a Library of the Future committee.

Dr. Glover also notes that a committee has been formed to improve recruitment strategies; she notes that students are not likely to attend TSU just because it is TSU anymore – we need to be competitive in other areas. Dr. Glover also mentioned that we are trying to obtain more property around campus. She also mentioned that they're grading various properties on campus, and looking to make improvements on residence halls in particular.

A question is asked about office hours policy, and it is noted by Dr. Catanzaro that the office hour policy discussed in faculty senate last year has been approved by Dr. Hardy and forwarded to departments. Someone (did not get name) asks about faculty teaching all online courses – do they have any office hours? Dr. Hardy emphasizes that even all online faculty need to be on campus every week – for meetings, for advisement. He said even all online faculty need to spend at least five hours per week on campus. This is not exactly the same as the stated policy, so that policy is updated.

Dr. Young-Seigler brings up the faculty salary issue. They are still working on the staff salary study, and that study is in process. Dr. Glover says that the goal is to include both faculty and staff, but that if they have to do one before the other, faculty will come first. Dr. Young-Seigler brings up updating the faculty salary schedule as well. Dr. Hardy promises that this will be accomplished.

Someone (did not get name) asks about whether gates by Hale will be unlocked regularly – Dr. Glover notes that there is a schedule of when gates are open, but she does not have that schedule available right now.

Dr. Joan Gibran asks about how faculty development (travel) funds will be disbursed now that it is done through Academic Affairs. Academic Affairs has \$1000 for each faculty member, and took control of that money because non-faculty travel was being funded when the money went to the colleges. Dr. Hardy says that the policy is: as soon as you know you will be traveling, apply for the funds. When the travel is approved, Academic Affairs will transfer the money to the department budget. The way to initiate this project is a request starting with your chair. Dr. Gibran asks what criteria must be met to qualify for funds, and Dr. Glover responded that that determination is made by your chair and dean. Dr. Catanzaro suggests an online procedure for applying for these funds.

Dr. Lukosius asks a question about technology, since it's so important now. His point is that technology fails too often. Dr. Hardy mentioned a system of leaving requests on paper to contact professors.

Item IXk is raised – that graduation outside was very taxing in Spring semester. Dr. Glover says the program will now start at 8 AM, and they're working on making the program shorter so that graduation will only take 1.5 hours.

Drs. Glover and Hardy leave the meeting for another meeting.

III. Dr. Catanzaro welcomes new Senators, and remarks on the importance of always having a quorum at meetings.

IV. Electing Committee Chairpersons – Dr. Brown moves to elect committee chairs, Dr. Lukosius seconds. There is no discussion, and motion is approved unanimously.

IV,i. Dr. Ray self-nominates to chair the Budget committee. There are no other nominations, and Dr. Ray is elected chair.

IV, ii. Dr. Catanzaro describes the curriculum committee, and Dr. Lukosius asks about what the committee does now that all undergraduate CARFs go to Academic Affairs. Dr. Young-Seigler clarifies that the Curriculum committee would be informed about all CARFs being considered. Dr. Young-Seigler also notes that some CARFs do still come to the Senate, so the chair will make sure will get to the right place. Dr. Campbell self-nominates to chair the Curriculum committee. There are no other nominations, and Dr. Campbell is elected chair.

IV, Chair-elect: Dr. Catanzaro requests that we do not vote on this today, but that anyone interested in being Chair-elect talk with Dr. Catanzaro and hold a vote next meeting.

IV, iii: Faculty Grievance and Appeals. Dr. Catanzaro describes the position, and Dr. Beverly Brown self-nominates. Dr. Lukosius asks a point of clarification about chair terms, which is one year. There are no other nominations, and Dr. Brown is elected chair.

IV, iv: IT Committee. Dr. Catanzaro describes the position, and Dr. Kelly self-nominates to continue as chair. There are no other nominations, and Dr. Kelly is elected chair.

IV, v: Library – Mrs. Radcliff is nominated to chair the committee. There are no other nominations, and Mrs. Radcliff is elected chair.

IV, vi: Nominations and Appointment – Dr. Catanzaro describes the position. Dr. Lukosius questions the need of the committee, and Dr. Catanzaro and Dr. Young-Seigler explain its importance. Dr. Lukosius self-nominates; there are no other nominations, and Dr. Lukosius is elected chair.

IV, vii: Professional Development – Dr. Catanzaro describes the position, and Dr. Young-Seigler emphasizes how hard the Faculty Senate has fought for professional development money. Dr. Hardy has committed to funding development activities proposed by the Senate. This makes the committee very important. Dr. Lukosius mentions that he is on the University Faculty Development committee. Dr. Young-Seigler notes that the University committee does not necessarily reflect faculty needs. Dr. Lukosius notes that that committee has not met in two years. Dr. Sean Daniels self-nominates; there are no other nominations, and Dr. Daniels is elected chair.

IV, viii: Student Appeals – Dr. Catanzaro describes the position. Dr. Catanzaro mentions that item IXj reflects on this. There was a situation this summer where a professor, chair and dean were over-ruled by Academic Affairs in assigning a grade to a student. This has resulted in a lot of upset. The committee plays an important role in making sure this sort of thing does not happen. Drs. Catanzaro and Young-Seigler note that all committee chairs are important because otherwise the Senate Chair is forced to be the voice of the Senate in these areas, and then it looks

like a one-person show. Pinky Noble-Britton self-nominates; there are no other nominations, and Dr. Noble-Britton is elected chair.

With these votes, there are chairs for all Senate committees.

VI. Dr. Catanzaro proposes getting a Faculty Senate table for the TSU Gala. In order to get a table, you need 10 attendees. Dr. Young-Seigler, who is on the committee for the Gala, volunteers to organize collecting names for the table.

Item VII: Updates on Faculty Senate initiatives from last academic year

VIIa: Faculty Handbook – Dr. Rebecca Moore resigned over the summer, but a replacement chair has been found. The work is about 60% complete, and the committee is actively working on it; they hope to finish by the end of next summer.

VIIb: Non-instructional assignment grants: Drs. Miglietta and Catanzaro are planning on meeting with Mr. Pendleton (lawyer) and Dr. Hardy to check if the proposal is consistent with TBR policy.

VIIc: Chair hiring policy: Discussions are continuing with Dr. Hardy.

VIIId: Overhead funds: There is a request to Vice President Cynthia Brooks to create research accounts that return funds at the department levels. Dr. Catanzaro had to oversee a long back and forth among various parties to make this happen.

VIIe: Discussed with President Glover

VIIIf: Funding for job candidates: Resolved at faculty institute; President Glover has promised to find funding to bring at least two candidates for each position to campus.

VIII. Faculty Senate Action Items Approval

VIIIa: Office hours has been approved, and discussed earlier with Dr. Hardy. Dr. Young-Seigler thanks Dr. Catanzaro for pushing this policy through.

VIIIb: This has now been clarified by Dr. Hardy, and professors who teach 100% online courses are required to have “in-office” office hours.

IXc: Amendment to change Senator elections from Fall semester to Spring semester. This amendment has been approved by the Senate and President Glover.

Not on agenda: Amending the constitution to change the meeting time from 3<sup>rd</sup> Thursday to 3<sup>rd</sup> Friday at 10 AM. It is found that we only need a 2/3<sup>rd</sup> vote of the Senate to change the time. A count is taken, and we do not have the 2/3<sup>rd</sup> number present, so we will do an online vote.

IXb; Create an Faculty Senate “At Large” position so that the Faculty Senate has representation on the TBR sub-council meetings.

IXc: Change the term of Faculty Senate officers to two years, with the exception that the Chair-elect will become chair in two years. Dr. Catanzaro explains that our current system does not allow Faculty Senate representation on the TBR Council because they require 2 year terms on all committees. Dr. Ray notes that if the Chair-elect is *not* re-elected by their unit, they will not properly ascend to the Chair position. Dr. Young-Seigler offers the suggestion that we allow re-election of chair or vice-chair, but that does not solve the problem with the TBR Council. The “at large” position would solve the problems with the TBR Council. Dr. Glover has expressed a desire for more continuity in the Senate.

IXg: Discussed with Dr. Glover and Dr. Hardy earlier

IXf: Started discussion of grade system, but as meeting had gone significantly over were not able to finish.

XI: Dr. Lukosius moves to adjourn the meeting; Dr. Kelly seconds. Motion is approved unanimously, and meeting is adjourned at 4:20 PM.