

**Meeting of the Faculty Senate of the Tennessee State University  
August 17, 2017, Faculty Senate Room**

- I. The meeting opened at 2:40 PM. Dr. Achintya Ray, Chair, welcomed senators.
- II. Minutes from the April 20, 2017 meeting were discussed. The addition of committee to the Board of Trustees was adopted. The minutes as revised were moved by J. Radcliff, seconded by M. Mirani and B. Pokharel then unanimously approved.
- III. Senate committee chairs were elected unanimously by voice vote and descriptions of duties as well as general charges to each committee were discussed.
  1. The Executive Committee is chaired by Dr. Ray.
  2. The Academic Committee is chaired by T. Broyles
  3. The Alumni Relations and Development Committee is chaired by C. Armwood
  4. The Budget Committee chair is D. Badamdorj
  5. The Constitution and Bylaws Committee chair is G. Burks
  6. The Curriculum Committee is chaired by D. Campbell
  7. The Faculty Grievance and Appeals Committee is chaired by B. Brown
  8. The Faculty Benefits and Welfare Committee chair is C. Hurst
  9. The Information Technology Committee chair is S. Zhou
  10. The Library Committee is chaired by J. Radcliff
  11. The Nominations and Appointment Committee chair is F. Pleban
  12. The Professional Development Committee chair is K. Kelly
  13. The Research Committee chair is B. Kilbourne
  14. The Student Appeals Committee chair is L. Williams

With the exception of the Nominations and Appointment Committee, each committee chair should ask the deans for members to their committees. Appointments of new members or confirmation of previous representatives are needed from each dean for each committee.

Dr. Ray stressed that the immediate charge to the Committee Chairs centered on progress reports for each committee prior to SACS Visit.

IV. The Chair reported on University enrollment and budgetary issues.

1. University enrollment numbers

See attachment entitled "*Status of Faculty Senate Proposed Policies.*" While enrollments are not finalized for several weeks, it appears that fall 2017 figures will decline in comparison with fall of 2016.

2. University Budgetary Situation:

Projected expenditures appear to exceed projected revenues by roughly \$1 million for the coming academic year.

3. The Faculty Grievance and Appeals Policy was discussed for possible streamlining. Processes for appealing administrative decisions are not uniform throughout the university.

The university's general counsel will be asked for the current policy. The committee was charged to review and evaluate whether current implementation of this policy is effective throughout the university. G. Burks suggested beginning the review with the 1989 Handbook version of this policy and comparing it with the general counsel's version for updates. Alternatively, deans can submit their policies to the committee, assuming they differ from the university's, to determine the equity of these practices.

4. The Grade Appeal Policy appears in the Student Handbook on page 76. The Student Appeals Committee was charged with reviewing whether this policy was systematically applied throughout the university. Are there problems with its operational implementation? C. Armwood moved that the Committee should accept this charge and the motion carried unanimously by voice vote. A draft of policy recommendations should be brought to the September 21<sup>st</sup> faculty senate meeting.

5. The chair initiated questions into whether the Senate enjoyed oversight of the Graduate curriculum. According to the Faculty Senate Constitution and Bylaws level is not specified so discussion then focused on how to inform the Senate of graduate actions on curriculum matters. Options included whether the Graduate Council should report to the Senate, the Graduate Council chair should do so, or the head of the Graduate Council curriculum committee should be involved. C. de Casal suggested that the Senate chair should request that the Graduate Council curriculum committee should become part of the Senate curriculum committee. Chair Ray will collaborate on drafting a memorandum to this effect with D. Campbell and C. de Casal for Dr. Hardy's review.

6. A policy for extended education was discussed. Chair Ray advised that additional enterprises through extended education have the prospect of augmenting faculty salaries as well as raising much-needed revenue for the university. Possible limitations discussed included extra service pay policy among others. Senators

agreed that the chair should continue deliberations along these lines and report on his findings.

7. & 8. Resolution of the Faculty Sick Bank and Non-Instructional Assignment Grant remain in indeterminate status. These policies were submitted through appropriate channels and reached the president's desk in January of this year. A follow-up is strongly encouraged to approve these policies and begin implementation in a timely manner.
8. The Faculty Handbook remains in draft form. The committee met during spring term and worked through the summer. Difficulties with formatting and documentation and committee members off contract this summer have slowed the process. A. Ray advised that the Handbook must be complete by no later than August 31, 2017.
9. SACSOC will visit September 19-21 and senators will be involved in those deliberations. Dates, times and venues will be provided as scheduling details become available.
10. No new business was proposed. The meeting adjourned at 4:30 PM.

Respectfully submitted,  
Ann-Marie Rizzo, secretary

**In attendance:**

Akbar, M.  
Andesron, J.  
Armwood, C.  
Badamdorj, D.  
Baker, D.  
Brown, B.  
Broyles, T.  
Burks, G.  
Campbell, D.  
de Casal, C.  
Kelly, K.  
Kilbourne, B.  
Kamssu, A.  
Bryan, K.  
McAdory, B.  
Mirani, M.  
Pleban, F.  
Pokharel, B.  
Radcliff, J.  
Ray, A.  
Rizzo, A.-M.  
Sutton, W.

Van Dyke, J.  
Williams, L.  
Yao, F.