

FACULTY SENATE MEETING MINUTES
North Carolina A&T State University
Academic Classroom Building (107)
Tuesday, November 28, 2017
3:00 p.m.

Dr. Julius Harp, Vice-Chair Presiding

Senate Members Present: Geleana Alston, Barbara Butler, Sungjin Cho, Angel Dowden, Bonnie Fields, Galen Foresman, Julius Harp, Joshua Kirven, Luba Kurkalova, Anna Lee, Robert Li, Jianzhong Lou, Deanna McQuitty, Ahmed Megri, Mahour Mellat-Parast, Gregory Meyerson, Elizabeth Newcomb, Katherine Silton, Kimberly Smith, Derick Smith, Paul Stanfield, Li-Shiang Tsay, Dwana Waugh, Danielle Winchester, Yunqui Zhang.

Departments Not Represented: Animal Science; Agribusiness, Applied Economics and Agriscience Education; Natural Resources and Environmental Design; Business Education; Management; Marketing; Transportation and Supply Chain; Computational Science and Engineering; Computer Science; Mechanical Engineering; Human Performance and Leisure Studies; Visual and Performing Arts; Biology; Graphic Design Technology; Energy and Environmental Systems; Built Environment; Physics; Mathematics.

The meeting was called to order by Vice-Chair Julius Harp.

Roll Call

Approval of the October Faculty Senate Minutes

- It was moved and properly seconded to approve the October minutes. Unanimously carried.

Commencement Information

- April Cobb presented commencement update.
 - Faculty will process in and be seated on the floor. Both faculty sections will have 4 chairs across each row. Faculty can sit on the side where their graduates will be seated, but it is not a requirement. College placement will be determined over the next week.
 - There will be a combined ceremony this fall with the doctoral candidates being acknowledged and hooded on the stage, followed by the masters candidates and then the undergraduate students.

Educational Policy Committee

- Angel Dowden provided an update on the committee's efforts since last academic calendar year (2016-17). Last year, the committee explored the impact that "C" or better practices for prerequisite courses has on undergraduate student matriculation.

When qualitative data from departments was presented to the Faculty Senate, quantitative data was requested. Dr. Dowden reached out to the Provost office to determine if they collected quantitative data related to "C" of better practices for prerequisite courses for undergraduate student matriculation; they do not. An Educational Policy meeting was scheduled for October 31, 2017. The meeting was cancelled due to low turnout. Another meeting will be scheduled in the spring semester.

Faculty Welfare Committee

- An official committee report was not made. However, Dr. Meyerson brought a concern to the floor regarding salaries, workload, and job titles of non-tenure track faculty.
 - His concern is that some non-tenure track faculty who have been employed for several years recently experienced a significant reduction in salary. In addition, letters have been sent to non-tenure track faculty that describe a new job title of "Teaching Assistant Professor" for those with PhD's. There were several noted concerns about the new titles and letters:
 - new titles have not been approved through Faculty Senate
 - there is an implication that the new titles provide a track for further advancement in titles and salary
 - administration is not aware of the recent notification letters
 - Dr. Alston shared a related concern. Recent revisions of the Faculty Handbook were shared with faculty via email for review; another document related to non-tenure track faculty was shared at the same time. However, the non-tenure track faculty document was not prepared by the Faculty Handbook committee.

Faculty Handbook Committee

- Dr. Alston began her report by encouraging senators to join the Handbook committee if interested.
- The Handbook Committee has distributed Chapters 1-10 of the Faculty Handbook for review. Appendices will come at a later time and once feedback has been obtained. Links are included for some policies because they come directly from General Administration. The Handbook does not include any language for non-tenure track faculty or faculty of the future.
- Dr. Alston stressed that the document referencing non-tenure track faculty (that was distributed at the same time as Chapters 1-10 of the Handbook) was not prepared by the Handbook Committee.
 - Scott Jenkins provided some information about the document. Dr. Smith presented the language related to non-tenure track faculty at a Chancellor's forum. The document was created to help establish a contract system for faculty who were continuously asked to teach in adjunct roles.
 - Provost Whitehead originally created the document and Interim Provost McEwen wanted to pull it back. Faculty need to review the document now in light of the change in administration, which is the reason for sharing it for review along with the Handbook.

- Dr. Foresman voiced concern that the Senate should have been allowed input much earlier in the process.
- Senators would like to have Dr. Smith come to our meeting at a later date.

New Programs and Curricula Committee

- Dr. Foresman did not provide a report as there were no packages to review in the November meeting. The committee anticipates reviews in January.

Other Business

- Again, senators asked questions about the extra week included in the Spring 2018 Academic Calendar.
- Dr. Fasina voiced concerns about the change in timeline for graduation applications and Summer 2018 registration. Requiring applications for Spring 2018 graduation in Fall 2017 could be problematic since final grades for the fall semester have not yet been determined.
 - According to Dr. Jenkins, the timeline change was presented to Chairs and Deans in advance of implementation. The justification is to get the graduation clearances done earlier so that degree completion is counted in a timely manner. Hopefully future processes will be easier.
 - Dr. Jenkins also said that summer registration has moved to Spring 2018 because summer schedules are often not finalized until that time. Students also often do not know what they need to take until the spring semester.
- Board of Trustees Meeting Update
 - The November Board of Trustees Meeting focused on additional academic restructuring. Changes discussed affect the following programs:
 - B-K Education – The recommendation is to leave the program where it is in the College of Agriculture.
 - Political Sciences and Criminal Justice – These programs have historically been housed in the same department. The recommendation is to move Political Science (smaller program, 113 students) to the Department of History, another small program of 46 students. Criminal Justice will be left where it is.
 - Graphic Communication System – There is consideration to move this program to the College of Arts, Humanities, and Social Sciences. The College of Science and Technology would like to redesign it to be an Industrial Design program. Voting will occur at a later date.
 - Mrs. Hart also provided an Enrollment Management update at the Trustees meeting.
 - Students were surveyed to get feedback on how to improve the enrollment management system to make it more student-friendly. Some suggestions for improvement that resulted from the feedback include:
 - adoption of fee waivers, which many UNC System schools have
 - updates to the electronic transcript service

- improvement in graduation clearance processes and major changes
- improvements in the registration tracking system

Meeting adjourned at 4:25.

Dr. Elizabeth A. Newcomb
Secretary