

FACULTY SENATE MEETING MINUTES
North Carolina A&T State University
Academic Classroom Building (101)
Tuesday, August 28, 2018
3:00 p.m.

Dr. Julius Harp, Chair Presiding

Senate Members Present: Phoebe Ajibade, Shyam Aravamudhan, Narayan Bhattarai, Dewayne Brown, Steven Culver, Paige Dunlap, Yewande Fasina, Bonnie Fields, Galen Foresman, Tony Graham, Julius Harp, Luba Kurkalova, Daniel Limbrick, Mary Lind, Deana McQuitty, Ahmed Megri, Mahour Mellat-Parast, Gregory Meyerson, Elsie Moore, Elizabeth Newcomb, Robert Newman, William Randle, Thomas Redd, Philip Rubio, Katherine Sifton, Kimberly Smith, Paul Stanfield, Jacqueline Williams, Danielle Winchester, Jinsheng Xu, Alexander Yap, Sun Yi.

Departments Not Represented: Agribusiness, Applied Economics and Agriscience Education; Computational Science and Engineering; Educator Preparation; Social Work and Sociology; Psychology; Criminal Justice; Visual and Performing Arts; Graphic Design Technology; Chemistry; Physics.

The meeting was called to order by Chair Julius Harp at 3:05pm.

Roll Call

Approval of the April Faculty Senate Minutes

- It was moved and properly seconded to approve the April minutes.
- Senators unanimously approved the minutes with no corrections or additions.

Welcome from the Senate Chair

Dr. Julius Harp

- Dr. Harp welcomed new and returning senators and asked new members to introduce themselves. He also thanked Dr. Waldrup for his service as General Counsel.
- To wrap up 2017-2018 Senate work, Dr. Harp requested that all committee chairs submit year-end reports by September 11, 2018.
- Dr. Harp made several announcements regarding 2018-2019 committee service.
 - All senators are required to serve on at least one standing committee. Senators can sign up for committees on the sheets at the entrance and front of the room.
 - Committee chairs should submit meeting budgets, with justifications. Budgets should only be submitted for committees that meet regularly and for at least one hour.
- Dr. Harp ended his remarks with an overview of planned Senate initiatives for the year

- *To increase non-senators and senators participation in the Senate*
- *To help new faculty understand the role of the Senate on campus*
- *To share minutes from all Executive Committee meetings online*
- *To plan an end-of-year retreat with university development purposes in mind*

Remarks from the Senate Vice Chair

Dr. Galen Foresman

- Dr. Foresman provided details about Senate Committee service
 - All senators should serve on at least one committee. Non-senators can also serve on committees.
 - First committee meetings are targeted for Tuesday/Thursday afternoons and are indicated on sign-up sheets.
 - Standing committees include Constitution, Education Policy, Faculty Welfare, Nominating, New Programs and Curricula, Academic Calendar, and Faculty Handbook Committees.
 - There is also a possible need for an ad-hoc committee to focus on the development of new course evaluations. Dr. Jost's office is in charge of this effort and agreed to incorporate faculty. There was a recommendation to include a statistician on the committee to reduce the impact of outliers.

Remarks from the Provost

Dr. Beryl McEwen

- Dr. McEwen welcomed the senators and encouraged everyone to read over *Preeminence 2023*, which is the product of effort from 63 committee members, internal and external to the university.
- She thanked all of the members of the 2017-2018 Faculty Handbook Committee, who worked tirelessly on revisions that have been ongoing for 4-5 years. Handbook revisions voted on last year were reviewed at the summer Board of Trustees meeting. Remaining appendices will be presented for a Senate vote at today's meeting.
- University administrators have identified the following focus for 2018-2019: *Student success, as indicated by retention, graduation, and placement rates*
 - Deans and the Provost will meet to discuss the major strategies to address student success over the next year. This will be shared with department chairs who will then share with faculty. These strategies will involve faculty, staff, and students.
 - There is a plan to focus on the 600 of 1800 students eligible to graduate in 2018-2019 who have GPA's of 2.5-3.0. The goal is to help these students raise their GPA's to a more competitive level.

Faculty Handbook Committee Report

Dr. Bonnie Fields

- Dr. Fields introduced today's vote, which focuses on policies that are in the Handbook, but are not in Senate purview to change.
- Dr. Fields provided a listing of the policies to be voted on during this meeting. However, prior to a vote, multiple senators posed concerns, summarized as follows:

- In several appendices, the original policy wording is being removed and replaced with a link (to a website such as Human Resources or DORED). The thought behind this approach is that some policies may change more frequently than Handbook revisions; rather than include policy wording in the Handbook, the link is included to ensure currency of information.
 - The major concern about this approach is that this may be a way for policy changes to occur without having any Senate oversight or vote. Multiple senators indicated a desire to vote on including the links in the Handbook without actually voting on the policy therein.
 - Dr. Waldrup indicated that any policy changes must go through the policy review process (see the Policy on Policies). Some policies do not go through the Senate for a vote. However, all policy changes are to be shared with the Senate Chair, who can then forward to senators for faculty review. In addition, all policy changes are posted for draft review, with these drafts communicated to faculty through University Announcement emails.
 - According to Senate feedback, recent draft policies shared with faculty have been difficult to navigate through the announcement emails. Rather than showing as an individual draft policy, links go back to the entire Faculty Handbook; this makes targeted review difficult. Dr. McEwen ensured that she would correct this issue.
- Given the previous discussion, there was also a question about the legal status of the Handbook; specifically, if the Handbook is violated, what could be done about it? Could faculty file a grievance?
 - Dr. Waldrup responded that faculty can file grievances in the case that the Handbook is not followed. However, he also encouraged senators to notify legal if there are issues that can be solved before a grievance is filed.
- There were also concerns about the amount of time Senators were given to review the appendices prior to the vote today.
 - While the policies were sent out via email today, they were also sent out for faculty input in December 2017 and January 2018.
- During discussion, the Senate lost the quorum and could not vote on any appendices. As a result, the Senate decided to vote on appendices electronically.
 - Dr. Fields will coordinate an electronic vote, to be completed by September 10, 2018.

The meeting adjourned at 5:00pm.

Dr. Elizabeth Newcomb
Secretary