

FACULTY SENATE MEETING MINUTES
North Carolina A&T State University
Academic Classroom Building (101)
Tuesday, April 24, 2018
3:00 p.m.

Dr. Julius Harp, Chair Presiding

Senate Members Present: Phoebe Ajibade, Geleana Alston, Narayan Bhattarai, Barbara Butler, Sungjin Cho, Sherrie Drye, Yewande Fasina, Bonnie Fields, Galen Foresman, Julius Harp, Emily Harris, Abebe Kebede, Luba Kurkalova, Anna Lee, Daniel Limbrick, Mary Lind, Ahmed Megri, Devang Mehta, Ademe Mekonnen, Mahour Mellat-Parast, Gregory Meyerson, Elizabeth Newcomb, Robet Newman, Andrea Ofori-Boadu, Thomas Redd, Katherine Silton, Paul Stanfield, George Stone, David Tidwell, Li-Shiang Tsay, Cindy Waters, Dwana Waugh, Patricia Whitfield, Danielle Winchester, Jinsheng Xu.

Departments Not Represented: Agribusiness, Applied Economics and Agriscience Education; Natural Resources and Environmental Design; Computational Science and Engineering; Administration and Instructional Services; Social Work and Sociology.

The meeting was called to order by Chair Julius Harp at 3:10pm.

Roll Call – 35 present members

Approval of the March Faculty Senate Minutes

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

Presentation by Dr. Harp

- The Senate presented a certificate and flowers of appreciation to Ms. Nina Ingram for her great service.

Roberts Rules of Order

- Dr. Tidwell shared short guide to Roberts Rules of Order with the Senate body.
- It is important that we follow these rules during meetings to ensure that business runs smoothly and properly.

Executive Committee Report

- Dr. Harp presented a summary of the Executive Committee Meeting held on April 17. The Executive Committee discussed several key agenda items to wrap up this year's Senate work:
 - Dr. Tidwell, Chair of the Faculty Welfare Committee, provided the following information:

- He will follow up to determine how the Free Speech Policy may impact faculty, staff and students in the classroom. Faculty Assembly has some documents that will be shared to the Senate body for more information.
 - In addition, he has discussed the no-smoking resolution and its implementation on campus with the Provost. The Provost was unaware of the resolution and said that she would conduct research on the matter.
 - Dr. Fields, Chair of the Nominations Committee shared the following information about this meeting's elections and committee appointments:
 - She has created a ballot for 2018 elections for several positions: 1 Faculty Assembly Delegate, 2 Assembly Alternates, and Senate Chair.
 - She will provide a full report during the meeting about College committee appointments for the Grievance Committee and Hearing and Reconsideration Committee.
 - Dr. Harp, Senate Chair, has inquired about the availability of funds for committee use to reward hard work and to provide food for meetings. The Senate had limited funds this year, but Dr. Harp will follow up with the Provost regarding funding for 2018-2019.
- The Executive Committee will also work over the summer to identify needs for the upcoming academic year, which might include:
 - A discussion about salary discrepancy.
 - Multiple senators have proposed the need for a regular study of salary equity (perhaps every 5 years). In addition, there is data available from the Association of American Universities (AAU), which could be used in a salary study.
 - Ensuring that non-tenure-track faculty (NTTF) have a voice in the Faculty Senate.
 - We may have a standing committee, because only tenure-track or tenured faculty can be voting members of the Senate. Some discussion ensued and there were questions about whether or not non tenure-track faculty could serve as senators; according to some, they have in the past. Dr. Harp would like senators to provide input on how NTTF can best have a voice.
 - General work for all standing committees/chairs:
 - Committee chairs should develop Standard Operating Procedures to explain committee work, policies and processes.
 - Chairs are encouraged to send acknowledgement letters to committee members who work a significant amount.
 - Committees also need to regularly review parts of the handbook that pertain to their efforts.
 - As a general suggestion, Dr. Ongeru asked that we follow up with Legal Affairs about contracted period for summer activity and expressed concern that we limit summer Senate activity to only essential activities.
 - Dr. Harp responded that the activities planned for the summer thus far are only focused on planning for 2018-2019.

- Dr. Harp also stressed that the Executive Committee will act on behalf of the Senate over the summer only if action is required. What “requires” action is not specified, and there is concern that top-down decisions will be pushed through over the summer in absence of the full Senate. Dr. Harp will keep everyone abreast of any summer activity, and will make sure that the focus is only on information that cannot wait until the Fall 2018 Senate meeting.

New Programs and Curricula Committee

- Dr. Foresman presented the committee report.
- The committee met on April 10, 2018 and reviewed changes for English, Economics, Journalism and Mass Communication, Physics, Biology, Chemistry, Built Environment, Computer Systems Technology, Educator Preparation (3), and Animal Sciences.
 - Senators asked a few questions:
 - There was a request for more details about the new admissions requirements for Chemistry majors.
 - *Response:* Right now, students can declare as Chemistry majors without taking any Chemistry courses in High School. The department now wants to include one unit in Chemistry before a student can be admitted as a Chemistry major. This change is supported by the Provost’s office.
 - Another question related to the proposed Physics changes, specific to PHYS 242.
 - *Response:* The change will identify MATH 132 and PHYS 241 as the prerequisite; this is an addition of the math requirement, which was already a co-requisite.
- Senators unanimously approved the proposed curricula changes.

Faculty Handbook Committee

- Dr. Alston presented the committee update, starting with an acknowledgement of the entire Handbook Committee.
- Dr. Alston brought Chapter 6, several appendices and policies to the Senate body for approval. She began with a reminder that the revisions currently on the table are only the beginning of revisions that will hopefully occur on a much more regular basis. In addition, she reminded senators that faculty comments that were previously shared were included – as much as possible – in the revisions to be presented at this meeting. Comments not addressed were considered outside of the purview of the committee.
- Prior to the vote, some senators expressed the following concerns:
 - There was a question about the issue brought up in the March meeting, which focused on the language allowing faculty to work for summer pay for a full 3-month period. Dr. Alston sent senators a link to a UNC System policy that NC A&T State University will follow since we don’t have a campus policy. The salary

concerns connected to this issue are outside of the scope of the Handbook Committee and the UNC System Policy is not something that we can change.

- One senator asked if the UNC System policy shared addresses the issue of having a full 3-month period for summer employment? Dr. Alston followed up with the Provost, who followed up with HR. Provost McEwen is now following up to make sure that the university is in compliance.
- There is concern about the purpose of the Faculty Handbook. Some senators would like to see policy changes reflected in the Handbook. The tracked changes that the Senate is considering now only relate to language to reflect the reorganization since academic restructuring. Dr. Alston shared that the Handbook Committee has forwarded policy recommendations to the Provost's office; however, there are legal processes – separate from the Handbook – that are required to change policies.
- Senators voted on Chapter, each appendix and policy individually:
 - Chapter 6 (Policies of the University) – approved, with 4 abstentions, remaining in favor
 - Appendix B-1 (Academic Freedom and Tenure of the UNC Code) – approved, 1 abstention, remaining in favor
 - Appendix B-2 (Regulations on Academic Freedom, Tenure and Due Process Prepared in Accordance with the UNC Code) – approved, unanimously
 - Appendix B-3 (NC A&T State University Post Tenure Review Policy Prepared in Accordance with the Provisions in the UNC Code) – tabled
 - There was significant discussion about the levels of evaluation (Exceeds, Meet, Does not Meet Expectations). Specifically, senators wanted to know if these levels were defined, and how ratings in each performance category (Teaching, Research, Service) combine to determine an overall level of performance.
 - Wording indicates that an overall assessment of “Exceeds Expectation” is only possible if faculty earn “Exceeds” in Teaching and Research. Many senators feel that ratings of “Exceeds” in *any* 2/3 categories should result in an overall assessment of “Exceeds Expectation.” One senator feels that the current wording is appropriate, given that service has never been a significant consideration in the tenure decision.
 - In interest of time, this issue was referred to committee and the vote for this Appendix was tabled.
 - Appendix C-2 (Criteria for the Evaluation of the Faculty) – approved, unanimously
 - Appendix C-3 (Policies Concerning the Minimum Requirements & General Criteria for Promotion in Rank and/or Permanent Tenure) – approved, unanimously
 - Question about part “e” under the Associate/Professor headings; why include the years there? There is no answer.
 - Policy- Rights of Students – approved, unanimously

- Policy- Selected Faculty Staff Policies – approved, unanimously
- Policy- Firearms on Campus – approved, unanimously
- Policy- Improper Relationship with Students – approved, unanimously
- Policy- Employment of Related Persons (Anti-Nepotism Policy) – approved, unanimously

Nominating Committee

- Dr. Fields presented the report.
- The Senate voted on multiple open positions. Votes were tallied by Ms. Ingram and the results were:
 - Chair – Dr. Julius Harp
 - Faculty Assembly Delegate – Dr. Galen Foresman
 - Faculty Assembly Alternates – Dr. Reza Tahergorabi and Dr. Deana Melton
- The Senate also needs to approve the nominees for the Faculty Hearing and Reconsideration Committee and the Faculty Grievance Committee. It was properly moved and seconded to confirm the nominees; senators unanimously approved.
- Dr. Fields gave Dr. Foresman a pin for Faculty Assembly participation and asked Dr. Foresman to request new pins for Reza and Deana.
- Open positions to be voted on in April 2019 include Senate Vice-Chair and Secretary.

Information Technology Status Update

- Vice Chancellor Tom Jackson provided the update.
- Banner 9 has a new user interface and testing is underway. The update will go live in November and will be a significant improvement of Banner INB.
- Ongoing Infrastructure Products include a core fiber loop, a second NC-REN connection, wireless expansion, Craig Hall equipment room upgrades, perimeter firewall installation, and telephone system re-configurations.
- There is ongoing work on network layers, to improve access layers by replacing 400+ switches at the cost of \$2 and \$3 million.
- Educator Upgrades
 - The equipment rotation cycle is 5 years, with 3-4 year computer cycles, in academic classroom spaces
 - IT is adding discipline-specific support, specifically improving Mac support
 - 91 spaces and 275 computers will be upgraded in 2018. 72 spaces and 358 computers were upgraded in 2017. These updates are being made to ensure academic classrooms have met a baseline standard to include laser projectors/interactive displays, automated projection screen, Crestron Control System, Instructor computer and podium, sound system, and occupancy sensors.
- There are current searches for several IT positions: Deputy CIO, Associate VC Data Governance, Director, Enterprise Applications. Interviews are ongoing for the position of Director, Network and Systems. Recently filled positions include Director, Client Technology; Director IT Project Management and Business Operations; Interim Director, Network and Systems.

- Status updates for policies:
 - Survey previously showed slow response times and lack of response from IT. This has resulted in the IT reorganization, which will hopefully improve service.
 - We were also audited at the university level at the same time as the IT reorganization. There were some problems and the university is now working on a tight timeline regarding security. On Friday, Mr. Jackson will present an Information Security Policy to the Board of Trustees; the policy will impact faculty, who will have to go through training. There are also policies for Acceptable Use, Data Stewardship, and Email policies. Faculty should expect more information on this.
- Several questions were posed by senators:
 - There is a need to provide connection devices to connect Macs to smart classrooms. Mr. Jackson said that IT can build a conversion device into the podium directly to address this issue.
 - HDMI cables on teaching podiums should be longer, to ensure easy hookups. Mr. Jackson asked faculty to report these issues to him directly (htjackson@ncat.edu)
 - One senator asked if there was a planned strategy for faculty computer upgrades. Mr. Jackson is currently collecting data to create a strategy, but there is not one now.
 - There was a question about IT developments for the new Student Union. Mr. Jackson shared that the network is in place and that meeting rooms will have equipment in them upon opening. There are no labs in the union.
 - Another senator asked if there are any planned VPN upgrades to speed up service. Mr. Jackson asked faculty to report issues of slow service to him, but shared that significant increases in speed would probably only result with full fiber install throughout campus.
 - A senator asked what is done with old, discarded IT waste. Mr. Jackson said that the State has a process to follow for old equipment, which is usually shredded and recycled.
- Nina will share the presentation with faculty to share with departments.

Other Business

- There is ongoing, significant concern that faculty work 17 weeks instead of 16 weeks. The Senate needs to raise these issues related to the 9-month contract period.
 - The Academic Calendar committee is supposed to take charge of this, and we need to ensure that this committee is operational.
 - The committee must ensure that the calendar includes the correct number of working weeks in the academic year.
 - The Welfare Committee would also like to pick this up since it appears that the university is not following UNC System policy related to 9-month employment.
 - Senators would like to see specific “start” and “end” dates for summer employment, as well as a process that can be followed when faculty have worked in excess of the 9-month contracted period.

The meeting adjourned at 5:15pm.

Dr. Elizabeth Newcomb
Secretary