**FACULTY SENATE MEETING MINUTES**

**North Carolina A&T State University**

**101 Academic Classroom Building**

**Tuesday, August 27, 2019**

**3:00 p.m.**

**Dr. Julius Harp, Chair Presiding**

**Senate Members Present:** Monica Allen,Mohd Anwar, Leila Beni, Narayan Bhattarai, Dewayne Brown, Nicole Dobbins, Ming Dong, Yewande Fasina, Galen Foresman, Julius Harp, Evelyn Hoover, Elizabeth Hopfer, Sherrell House, Hyung Kim, Luba Kurkalova, Minyong Lee, Anna Lee, Daniel Limbrick, Nicole McCoy, Ahmed Megri, Devang Mehta, Elsie Moore, Shona Morgan, Aryalj Niroj, William Randle, Thomas Redd, Philip Rubio, Amy Schwartzott, Chantel Simpson, Tobin Walton, Jacqueline Williams.

**Departments Not Represented:**  Business Education; Computational Science and Engineering; Mechanical Engineering; Counseling; Journalism and Mass Communication; English; Biology; Physics; Applied Engineering Technology; Nanoengineering; Library Services.

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 approved the minutes by unanimous vote. There were no corrections or additions.

**Statement from the Chair Dr. Julius Harp**

* Dr. Harp shared notes from the August 20, 2019 meeting of the Executive Committee
  + The Standing committees (membership and chairs) should be set as soon as possible to ensure functioning.
    - Each senator is asked to serve on at least one standing committee.
    - Standing committees will meet in the near future to elect a chair. Past committee chairs have been asked to attend at least one meeting to ensure a smooth transition.
    - Committees are asked to establish a meeting schedule for 2019-2020. Committees should coordinate with Ms. Ingram to schedule meetings at the Faculty Senate House. Committees are asked to share meeting schedules and membership rosters via email to Dr. Harp and Ms. Ingram. Senator Redd asked if these schedules would be posted once the meetings are set, and Dr. Harp ensured that they would be shared.
    - Dr. Harp has developed an electronic template to record minutes and track membership/involvement in the standing committees.
  + The Criminal Justice department does not have any tenure-track faculty members who are eligible to serve as a Senator. Because of this, the department does not currently have representation on the Faculty Senate. Dr. Harp will follow up with the NC A&T Executive Committee and the UNC Faculty Assembly to determine how to best ensure full representation.
  + The Faculty Handbook committee will be asked to review the Faculty Handbook to ensure consistent terminology that aligns with past university restructuring.
  + The Educational Policy committee will be moving toward a new student evaluation instrument. Dr. Denton will share information with senators in the near future, with a goal of bringing a revision to the Senate for a vote in the September meeting.
  + Dr. Harp has a meeting with the Chancellor on September 3, 2019 to discuss his vision for the Faculty Senate. The Executive Committee anticipates a need to conduct research on the function and roles of the Senate on other campuses. This may lead to future revisions of the Handbook and/or the Constitution.
  + The Executive Committee would like the Senate to develop a process for the regular evaluation of salaries (and salary equity). Two options were discussed at the Executive Committee meeting and shared today (1) a charge to the Welfare Committee to create a sub-committee and (2) creation of a new ad-hoc committee to focus specifically on salaries (separate from the Welfare Committee). Discussion ensued:
    - Several senators indicated a preference for a separate ad-hoc committee as a way to highlight the importance of the salary issue to the faculty.
    - Other senators suggested that a sub-committee of the Welfare Committee may be a better approach. The Welfare Committee has discussed salary equity in the past, and the sub-committee would eliminate the need to create a new committee.
      * Senator Lee, who has served on the Welfare Committee, suggested that representatives from the Provost’s Office and HR should be invited to the sub-committee. Senator Randle suggested that these invitations be extended on an as-needed basis, rather than having permanent representation from these offices.
    - Senator Redd identified a third option, which is the establishment of a permanent Standing Committee focused on salaries.
    - After discussion, the Senate voted to determine how to move forward. The two options were:
      * Option 1: Welfare committee will be tasked to decide if they want to create a subcommittee or ad-hoc committee
      * Option 2: The Senate will develop a new permanent standing committee
      * Seven votes were counted for Option 1; 15 votes for Option 2. We will move forward with the development of a permanent standing committee. While the development is being researched, the Welfare committee will continue to work on this issue.
  + The Nominations committee will be asked to clarify the membership terms for members of the Hearing and Reconsideration and Grievance Committees
  + There was no definitive conclusion about the discussion of office hours held in Spring 2019. A small group of senators worked on a revision of the proposed university policy; this draft was shared with the Provost’s Office last spring and will be shared with current senators. The Executive Committee will research the revision’s status.
  + Dr. Harp asked all new faculty senators to be recognized and asked if any senator would like to share news.
    - Dr. Fasina shared that she was the recipient of the Outstanding Junior Faculty Teaching awarded for the 2018-2019 academic year.
    - Dr. Limbrick was recently awarded tenure and promotion to Associate Professor.

**Nominating Committee Report Dr. Beth Newcomb**

* Dr. Newcomb presented the nominations for the Hearing and Reconsideration Committee and the Faculty Grievance Committee for 2019-2020. Colleges that did not submit names for approval at the April 2019 meeting have since submitted nominations to be voted on at this meeting.
  + It was moved and properly seconded to confirm the recommendations presented today; they were unanimously confirmed by the Senate body.

**New Programs and Curricula Committee Report Dr. Galen Foresman**

* NPCC will meet on September 10. Any packets to be considered at this meeting should be sent to Dr. Foresman by September 3. The calendar for all deadlines and meetings has been shared with Deans and senators.

**Educational Policy Committee Report Dr. Zachary Denton**

* Dr. Denton shared that the committee is creating a companion document to go along with the newly revised student evaluation instrument. Both of these documents will be shared for comments in the very near future.
* Dr. Jost would like to use the new student evaluation instrument in Fall 2019.
  + Senator Redd asked for clarity that we would be voting on the instrument and using it in the same semester? That is the plan.
  + Senator Dobbins encouraged all senators to collect faculty feedback from their respective areas to share at the next Senate meeting.
  + Senator Kurkalova asked if the instrument will be deployed electronically or on paper? Dr. Denton said that it will be an electronic survey.

**Academic Calendar Committee Report Dr. Galen Foresman**

* The committee will meet in the next few weeks to review the 2020-2021 calendar so that it can be finalized by the middle of October.

**Faculty Handbook Committee Report**

* No report

**Faculty Welfare Committee Report**

* No report

**Constitution Committee Report**

* No report

**Other Business**

* Ginger Redd is a non-tenure track teaching faculty member and is trying to pull this group of faculty together across departments. She would like to ask the Faculty Senate to work with this group to ensure representation and voice on campus. There are multiple issues that are affecting non-tenure track teaching faculty:
  + Promotion processes have been established, but some departments and colleges do not recognize the process. In addition, the evaluation instrument is a concern.
  + Current workload policies and grievance processes do not apply to non-tenure track faculty.
* Last year, this issue was moved to the Welfare Committee, but no information came out of that.
  + As a past member of the Welfare Committee, Senator Lee will reach out to Dr. Redd.
  + Senator Dobbins suggested that this issue is likely too large to be handled as only 1 issue of the Welfare Committee, which also has other tasks.
* Dr. Redd would like to know if non-tenure track faculty can attend the Faculty Senate meeting while we move toward formalized inclusion? The answer is yes.

The meeting adjourned at 4:25pm

Dr. Elizabeth Newcomb Hopfer

Secretary