**FACULTY SENATE MEETING MINUTES**

**North Carolina A&T State University**

**101 Academic Classroom Building**

**Tuesday, January 28, 2020**

**3:00 p.m.**

**Dr. Julius Harp, Chair Presiding**

**Senate Members Present:** Mohd Anwar, Narayan Bhattarai, Stephen Bollinger, Arneice Bowen, Dewayne Brown, Nicole Dobbins, Galen Foresman, Julius Harp, Leila Hashemi-Beni, Elizabeth Hopfer, Evelyn Hoover, Sherrell House, Shanthi Iyer, Abebe Kebede, Hyung Kim, Luba Kurkalova, Minyong Lee, Anna Lee, Daniel Limbrick, Nicole McCoy, Devang Mehta, Shona Morgan, Robert Newman, Thomas Redd, Amy Schwartzott, Derick Smith, Kimberly Smith, Tobin Walton, Jacqueline Williams, Alexander Yap.

**Departments Not Represented:**  Animal Sciences; Agribusiness, Applied Economics and Agriscience Education; Natural Resources and Environmental Design; Civil, Architectural and Environmental Engineering; Computational Science and Engineering; Mechanical Engineering; Counseling; Leadership Studies and Adult Education; English; Applied Engineering Technology; Graduate College.

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

**Roll Call**

**Approval of the November Faculty Senate Minutes**

* It was moved and properly seconded to approve the November minutes.
* Senators approved the minutes by unanimous vote. There were no corrections or additions.

**Special Recognition**

On behalf of the Faculty Senate, Dr. Harp recognized the longtime and important service of **Dr. Linda Florence Callahan, former Faculty Senate Chair and a Professor in the Department of Journalism and Mass Communication**. A recent retiree, she has worked at A&T for 24 years and has spent 37 years in the academy. She has been highly honored for her leadership and community engagement. Dr. Callahan played an instrumental role in establishing the Faculty Senate House and secured funding for an administrative assistant and travel to support Senate work. She oversaw major changes affecting faculty and students, including: the addition of minors, the change to +/- grading, a revised academic calendar, faculty handbook revisions, Senate involvement in Board of Trustees meetings, and salary equity.

In her comments after receiving her recognition, she encouraged faculty to work together to harness the power to change.

**Comments from the Senate Chair Dr. Julius Harp**

Dr. Harp shared recent Executive Committee meeting notes for senate review. Highlights include:

* General faculty consensus is that the website needs some work to improve navigation and remove incorrect information. Dr. Harp asked the faculty to submit problems and concerns to him so they may be forwarded to Mr. Tom Jackson and the website project team. Dr. Harp plans to have someone from the website team in attendance at the next Senate meeting.
* Administration has abandoned the push toward a common grading scale. Standardization – if it is needed – can occur at the departmental level.
* Non-tenure track faculty (NTTF) concerns
  + Several non-tenure track faculty are concerned about the lack of salary compensation for their promotion. Senator Limbrick articulated his concern that there is no language specifying compensation in the tenure and promotion process for tenure track faculty. He is also concerned that the letter specifying the salary increase is received after the promotion is in effect. The Welfare Committee plans to pursue this issue.
  + Senators also questioned if NTTF are following the evaluation calendar shared by the Provost’s office, which specifies a January 30th deadline for portfolio submission. Dr. Harp replied that he believes the calendar will be followed. There was a request to ask the Provost’s Office for an extension, and Dr. Harp will follow up.
* The Executive Committee is pursuing technology updates to the Senate House. This will include teleconferencing capabilities.
* Dr. Harp shared some information about external issues of interest:
  + The state budget is currently delayed by political debates.
  + The Faculty Assembly (and others) are concerned about the handling of the UNC Silent Sam and Sons of Confederate Veterans controversy. Dr. Harp asked senators to send their concerns to him so that he can share faculty thoughts as the Assembly drafts a response. Senators suggested that the Faculty Assembly reach out to student government associations at UNC System schools to strengthen the response.
* UNCG and NC A&T will be holding a Faculty Assembly retreat on June 18-19, 2020. Dr. Harp would like to promote the positive activities happening at A&T, invite political leaders, and advocate for faculty salaries and compensation.
* The Nominating Committee still needs a chair, and it is important for someone to volunteer in this role given that the nominations process is starting soon.
* The Constitution Committee also needs a chair.
* NC A&T and UNCG are attempting to establish an ombudsman alliance. This will allow a relationship in which NC A&T acts as/in a neutral position at UNCG and vice versa.
* The Executive Committee discussed the option to pursue issues other than the Office Hours Policy, which doesn’t seem to be an administrative priority at this time.
  + Senators were concerned that there had been no administrative action after the policy proposal and survey completed by the Senate. Some senators expressed concerns about leaving the office hours decision to departments, although other senators felt this was best. Procedures need to be clarified no matter how office hours are determined. The senators would like the Educational Policy Committee to work on clarifying the wording for the Senate’s perspective on this policy.

**Committee Reports**

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

The committee considered several packets in January.

* Business Information Systems and Analytics
  + 1st packet: Forty-four proposed graduate/undergraduate course changes and seven proposed undergraduate degree changes due to the name change of the Business Education department.
  + 2nd packet: One undergraduate course change, seven new undergraduate courses, and one new undergraduate degree program.
* Senator Redd asked about the programming courses (BUAN 320 and BUAN 325). Dr. Drye (departmental representative) said the content is being pulled from current courses in information systems that were content-heavy.
* It was moved and properly seconded to approve the packets. The Senate unanimously approved the curriculum changes.

**Academic Calendar Committee**

No report

**Constitution Committee**

No report

**Faculty Handbook Committee**

No report

**Faculty Welfare Committee**

Senator Lee shared comments from the meeting held on January 23, 2020. The committee has access to faculty salary information and will separate into smaller groups to study the data. Senator Dobbins shared that there will be a new update to the faculty salary database, to be issued on February 29, 2020.

**Nominating Committee**

Nominations need to occur in the upcoming months. New senators should be voted in and shared with Ms. Ingram as soon as possible, to allow new senators to attend the April meeting of the Senate. Senators can serve three consecutive, two-year terms.

**Educational Policy Committee**

Senator Schwartzott shared that the committee had previously worked on the student evaluation instrument and the office hours policy. The Senate shared a potential office hours policy based on faculty input in April 2019. The policy suggested departmental oversight, ½ hour to every credit hour, and accommodation for online office hours. Dr. Foresman can share a copy of the draft with the Senate, which is open for further revisions.

The meeting adjourned at 4:30pm

Dr. Elizabeth Newcomb Hopfer

Secretary