Senators Attendance Sign-in Sheet attached to meeting minutes.

Dr. Fan Wu, Vice-Chairperson, called the 42nd Faculty Senate meeting to order at 3:05 pm. Dr. Wu presided in the absence of Dr. Sheena Harris, Chair.

Dr. Wu expressed greetings to the 42nd Faculty Senate,

The Faculty Senate minutes for the January 7, 2019 meeting were not available.

2. Updates

Dr. Wu announced the update for Dr. Harris.

1. Faculty Appreciation Lunch. Senators took a vote to determine the date of the Faculty Appreciation Lunch. The suggested dates were Thursday, April 11, 2019 and Wednesday, April 24, 2019. The selected date was Thursday, April 11, 2019. The vote count was April 11, 2019 - 13 votes; April 24, 2019 – 1 vote; either date – 10 votes. Details of the Faculty Appreciation Lunch will be distributed.

2. Board of Trustees Winter Meeting, January 24-26, 2019. There were no major items voted on. The student enrollment is down by 188 students. The Board of Trustees discussed bringing Tuskegee University into 21st century via technology.

3. The Inauguration of President Lily McNair is March 15-16, 2019. Details are on the Tuskegee University website. Senators are encouraged to attend.

4. The History and Political Science Department collaborated with other campus departments to host the Black History Program during the month of February. The department will also host their Annual History Research Symposium is February 14-15, 2019 at the Legacy Museum. The banquet will be in Tompkins Hall ballroom.

5. The Office of Graduate Research is sponsoring the Joint Annual Research Symposium for the University, undergraduate and graduate on Friday, March 22, 2019. Symposium details will be distributed during the week. Sponsorship for the event supports awards for students. The program will highlight undergraduate and graduate students oral and poster presentations. The research symposium will be held in Tompkins Hall. Senator asked about the research symposium theme. Dr. Wu responded there is a theme. The call for presentations is publicized and any research can be submitted. The submission dateline is Friday, March 15, 2019. Flyers with symposium details will be sent to academic deans and department chairs. The research symposium covers all STEAM majors. Senator stated there was a problem with judges. Dr. Wu responded a committee is working with identifying judges.

6. January Faculty Senate Meeting minutes are not available at this meeting.

3. Committee Chair Updates
a. Academic Affairs Committee, Dr. Andrew Zekeri

Dr. Zekeri indicated a new application was submitted for a new Department of Criminal Justice Program in the College of Arts and Sciences as an online program. Senator inquired about the Criminal Justice Program only online. Dr. Zekeri responded the program is online.

b. Academic Personnel Services Committee, Dr. Fan Wu

Dr. Wu stated tenure and promotion packages were received from the Colleges. The committee is in the process of reviewing the packages and make their recommendations. The plan is to complete the review of packages prior to spring break and after spring break transmit the recommendations of the committee to the Provost Office.

Senator asked a question about the Faculty Handbook. Current faculty will use the 2013 Faculty Handbook. Senator inquired about the effective date of the new standards in the new Faculty Handbook. Dr. Wu will contact Dr. Harris for a response.

c. Research and Graduate Studies Committee, Dr. Jay Bhuyan

Dr. Bhuyan reported the committee met with Dr. Jeelani, Vice President of Research and Dean of Graduate School. Dr. Bhuyan invited Dr. Jeelani to speak to the Faculty Senate. Dr. Jeelani is working on a grant and research. The graduate research forms are going online. Guest lecture series is held every month in research and the attendance is low. Dr. Bhuyan encouraged senators to attend the research forums and to share the event with other faculty.

d. Continuing Education and Outreach Committee, Dr. Alfred Tcherbi-Narteh

No report

e. Grievance Committee, Dr. William Ndi

Dr. Ndi stated a meeting is scheduled to finalized one outstanding case.

f. Instruction Committee, Dr. Emma Haley

Dr. Haley stated throughout the University to make sure learning outcomes are measureable and to utilize the online resources. The Teaching Learning Center is needs to be reestablished to assist with learning outcomes. Instruction technology screens are missing in Kenney Hall.

4. Update Dr. Charles N. Smith, Chief Operating Officer

a. Security on Campus. Dr. Smith stated technology placed at the front security gate to access pictures of faculty, staff, and students. In case of an emergency, access to information.

b. Human Resources. Dr. Smith asked Human Resources to assist faculty and staff in planning for retirement. Educate faculty and staff to understand Medicare Supplement B, TIAA CREF, and Social Security. Senator asked about a retirement age policy. Dr. Smith stated there is no retirement age policy. Senator asked about Tuskegee University match in the 401k. Dr. Smith responded Tuskegee University matches 3% to the individuals 3% or more.

c. IT. Dr. Smith indicated a search has begun for a new CIO. Two candidates were interviewed and a third candidate’s interview is forthcoming. The University has met with Illusion College for the
last three months. The system, Colleague, was purchased, however, the migration was not done and the modules were not purchased. A plan was put together to carry the University through 2023 including a disaster recovery plan and college production. Funding is being identified to complete this project.

d. Automation. DocWeb is the company selected to automate and the company will provide more learning opportunities and training for faculty and staff. Tuition and admission plans are in the testing stages. The recruitment and requisition processes will be automated. An imaging company will be hired to digitize documents in the bursar, registrar human resources offices. The goal is to have the automation completed by the end of 2019 as much as possible.

e. Online programming. The Board of Trustees approved moving forward with online programs. It was determined to offer online courses in programs already approved by SACS. Students will be notified of the starting online courses. The TU master plan for 2016-2020 indicates 3,500 students by 2020. Currently, there are 3053 students enrolled. Online courses enrollment will assist in meeting the student enrollment goal.

f. Buildings. There are fifteen (15) buildings are considered offline. Some of the buildings need to be back online and two (2) buildings are desired to be demolish due to problems. Waiting on the Board of Trustees to approve the demolition as part of the master plan. The deferred maintenance cost will be reduced once the two buildings are demolished as well as a reduction in insurance cost.

g. Academic Computing. In the Title III Grant, the Blackboard Coordinator’s title is changed. The unit is Academic Computing. Academic Computing focus is the academic needs of the faculty and technological needs.

h. Kellogg Hotel and Conference Center. Student’s living space is the hotel tower side. There is no housing space problem. There is a quality space problem. There are 1800 spaces for housing and 1600 spaces are in use and 200 spaces not used. In the Commons, there are 462 spaces and 262 spaces are used. The Marable Apartments there are147 space and using 62 spaces. There are infrastructure issues in the Commons and Marable Apartments. Dr. Smith stated it needs to be determined what will it take to get the living spaces back on board.

i. Office Space. There are problems with office space. Moton Hall is not a historic building and should be demolished. Dr. Smith indicated modular units could be utilized as dormitories and office buildings. Many campuses utilize modular buildings. Modular buildings are less expensive than building and there is plenty of space for modular buildings. The HVAC system replacement cost a lot of money. It will take 3.5 million to replace the HVAC system in the Kellogg Conference Center. A committee will be formed to write a proposal to submit to the Kellogg asking them to assist Tuskegee in bringing back the Kellogg Conference Center back to its original state. The proposal will show how the surrounding community will benefit via economic viability and economic growth. The idea is to revitalize the Hospitality and Restaurant Management Program and a certificate program in front desk management, beverage management, and housekeeping side. The hotel will provide jobs, first, to individuals living in the community. In addition, contact Marriott, Hilton, or Hyatt to determine if they would utilize Tuskegee as a training site for their new employees.

j. Historical Society Registry. Tuskegee is a historical site. Dr. Smith asked Mr. Dana Chandler which buildings are on the historical society registry. A proposal was not submitted to the Historical Preservation Society to get funding for restoring buildings. The Historical Preservation Society will give some funds.

k. TU Chapel. The ceiling in the TU Chapel needs repairing.

l. Kresge Center. The look of Kresge Center needs an upgrade.

m. Bats on Campus. Bats are a protected species and bat houses can be built on campus and help bats to migrate to the bats houses.
Questions to Dr. Smith

Senator inquired about the three (3) major issues. Dr. Smith response included IT Colleague System upgrade and modules; deferred maintenance issues, make a decision needs to made on which buildings to keep and which building to demolish and identify funds to repair the buildings, and quality living space for students and office space for faculty. TU is the top HBCU producer of STEM students. There are over 12,000 applications per year to Tuskegee University. Automation of the admissions process is in progress.

Senator asked about 24/7 access to office building. Dr. Smith stated to inform TU Police you are in the building for your protection.

Senator asked about integrating the different security systems used on campus. Dr. Smith responded a contract was signed with one company will cover the campus. The security process is beginning with Kresge Center and the Kellogg Conference Center. Cameras will be changed out in the buildings.

Senator offered a word of encouragement to Dr. Smith.

Meeting adjourned 4:11p

Respectfully submitted.

Margaret K. Alexander
Secretary