Dr. Sheena Harris, Chairperson, called the 42nd Faculty Senate meeting to order at 3:10 pm.

Dr. Harris expressed greetings to the 42nd Faculty Senate and distributed the Faculty Senate minutes for the December 3, 2018 meeting.

There was a motion to approve the December 3, 2018 meeting minutes. The motion was seconded and approved.

2. Updates

Dr. Harris announced:

a. Tuskegee University received accreditation for the next 10 years with no revisions from the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).

b. The Office of the Registrar reported the enrollment of freshmen students has decreased. Closing some freshmen orientation courses was an indicator. In the Fall Semester, the numbers were overall similar to numbers throughout the years. Board of Trustees meeting will be held in Los Angeles, CA, January 24-26, 2019. After the Board of Trustees meeting, Dr. Harris will have additional information on the University plan, student enrollment and student retention.

c. The Spring All University Meeting was not held. Dr. Harris asked the Provost Office to give one-month notification of any mandatory meetings. Dr. Harris is working on getting a list of mandatory meetings. Some of the meetings that are mandatory are happening because the meetings are needed at that moment.

d. The Faculty Senate completed the revision of the Faculty Handbook one year and a half ago. Current faculty members will use the 2013 revised Faculty Handbook for promotion and tenure packets. Faculty hired in Fall 2018 will use the 2018 revised Faculty Handbook. Legal has approved the revisions in the Faculty Handbook. However, legal is working on the jargon in certain portions of the revisions. Until the jargon part is approved by legal, the Faculty Handbook cannot be posted. Incoming faculty members will receive a version or copy of the currently revised Faculty Handbook. Since legal is no longer on campus, all legal issues are being sent out.

e. Lyceum Series Events: Tanya Terry started the Lyceum Series in September 2018. Forthcoming events: January 16, 2019 – Jeevan Brown, author of A Lesson Learned; and January 28, 2019 – Tarana Burke, founder of the “Me Too” movement. These events will be held in the James Arena at 6p and open to the public.

f. The inauguration of Dr. Lilly McNair is March 15-16, 2019. Senators are asked to save the dates. An eblast message will go out with the breakdown of the inauguration events.
g. Faculty Appreciation Luncheon. Dr. Harris received a suggestion to have a Wine Down Wednesday and collaborate with the Department of Music or Band. Faculty Senate will pay for the food. Wine Down Wednesday would be held in the Kellogg Conference Center. Dr. Harris suggested the appreciation lunch served last year. Dr. Harris ask Senators to email their suggestions to her and indicate the best time to have the luncheon to show appreciation to faulty members. Senators suggested best times to include two weeks prior to senior grades or between Spring Break and Easter Break. Dr. Harris will look at Wednesday thru Friday for days to have the Faculty Appreciation Luncheon.

h. Faculty webpage. The development of the Faculty webpage was started last academic year. A big hurdle was the infrastructure and how to upload and create something that will complement the infrastructure and not create more frustration for faculty. Five (5) volunteers are needed for the ad hoc committee to go through the testing processes and the initial stages of filling out the information that will then be pushed out to faculty members to fill out. Dr. Harris reviewed the steps taken to design the faculty webpage. Last year, a University-wide faculty webpage, under quick links - University faculty, and will include an A-Z campus directory was developed. Under A-Z, all faculty information is universal content including cross collaborations between colleges and faculty members, pictures, and expert information for faculty members. The current infrastructure did not support the information uploaded from the departments. Senator asked if this system replaces the current campus directory. Dr. Harris responded the system should work in conjunction with the existing directory. Senator inquired about the infrastructure in use with campus labs and how would this infrastructure work with the new infrastructure of the faculty webpage. Dr. Harris explained there are a number of different servers on campus that would have to work with the new system.

3 Committee Chair Updates

a. Academic Affairs Committee, Dr. Andrew Zekeri

Dr. Zekeri indicated the Academic Affairs Committee would meet this semester to review new programs received prior to the Christmas Break.

b. Academic Personnel Services Committee, Dr. Fan Wu

In the absence of Dr. Wu, Dr. Harris reported the department’s chairs received tenure and promotion packets. Packets are with the deans and due to the University Committee by January 11, 2019.

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

No report

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

No report

e. Grievance Committee, Dr. William Ndi

Senator reporting for Dr. Ndi stated one outstanding grievance is in the final stages. One grievance was reopened and reclosed. Dr. Harris explained there were four (4) grievances last semester. Three grievances were closed by the end of fall 2018 semester. One grievance had a number of different aspects the committee addressed prior to closing the grievance. The committee received a grievance in the spring of
2018. The grievance is now in the final stages. One of the three grievances closed in the fall semester was reopened and the committee is now attempting to reclose.

f. Instruction Committee, Dr. Emma Haley

Dr. Haley emphasized to senators faculty should make sure students are engaged in learning. The committee needs members from other colleges to fill the vacancies. Dr. Harris suggested connecting with Dr. Samuels or Dr. Troy to inquire about the incorporation of REACH as a component.

4. Other Concerns

Senator asked about the University’s plan to increase enrollment. Dr. Harris response was during fall semester an issue was the decrease in student enrollment. The University has moved to increase tuition. Tuition and student enrollment work together. Dr. Harris indicated there has not been a University-wide tuition increase in five (5) years. Other items have increased not tuition. Another component involved how the REACH program will help student retention, student outcome, and student job placement.

Senator inquired about online classes. Dr. Harris stated there has been a cut back in the offering of online classes. The infrastructure did not support online classes at various levels. Online classes had an impact on retention and there was a reduced number of physical bodies in the classrooms. In the fall semester, an individual was brought in to evaluate the infrastructure and bring up to standard for online courses. Additionally, Admissions has been going through changes in terms of reporting student enrollment and engagement.

Campus Technology. Dr. Harris stated no one has been hired for the IT position Mr. Cooper vacated. The University is deciding whether to outsource IT or to hire a person. Additional information will be provided after the Board of Trustees meeting in January.

Senator inquired about scheduling Dr. McNair speaking to the Faculty Senate. Dr. Harris is working on scheduling Dr. McNair.

Meeting Adjourned 3:45p

Respectfully submitted,

Margaret K. Alexander
Secretary