MEETING MINUTES

Members Present: Youssef, Lamiaa (English & For. Lang., FS President); Haines, Ashley (Biology, FS Vice President); Fernando, Anne (Math, FS Secretary); Kamiru, John (Accountancy & Finance, FS Treasurer); Abrefa-Gyan, Tina (Social Work); Chuang, Shao-Hui (Technology); Cooley-Doles, Joy (Psychology); Curiel, James (Sociology); Hu, Yen-Hung (Computer Science); Khan, Mushtaq (Math); Arasho, Wondwossen (Chemistry); Sawyer, Jason (Social Work); Noginova, Natalia (Physics); de Laforcade, Geoffrey (History & Interdisc. St.); Mohanty, Bidhu (School of Business); Mead, Patricia (Engineering); D’Silva, Joseph (Biology); Meshesha, Aberra (Political Science); Scott-Smith, DeVaughan (Music-V&PA)

Members Absent: Harper, Natisha (Library) replacement pending; Jackson, Cathy (Mass Com.) replacement pending; Jackson, Kevin (Allied Health); Goodloe, Angela (Secondary Ed.); Boone, Jacqueline (Early Childhood/Element. Ed); Thomas, Kathleen (Health, Phys. Ed., & Ex. Sci., FS Assistant Secretary)

Guests: Carrington, Andrew (Academic Effectiveness, Provost’s Office); Kolajo, Ebenezer (Academic Effectiveness, Provost’s Office); Black, Suely (Chemistry); Thomas, Ronald (Psychology); Johnson, Mamie (English & For. Lang); Dr. Rasha Morsi (Computer Science)

I. Call to order: Meeting called to order at 12:34 p.m.
   - Dr. Curiel makes motion to approve January 19, 2019 minutes. Dr. Abrefa-Gyan seconds motion, 16 for none against none abstain. Motion passes, minutes approved.

II. Old Business: Welcome Dr. DeVaughan Scott-Smith from V&PA.
   - Motion by Dr. D’Silva, seconded by Dr. Scott-Smith for Senate to include phrases “recommended but not required and may include the following” on descriptions of officers that Dr. Black has developed as a proposal for roles of officers to be uploaded to FS website. Motion to approve and upload on FS website: 16 for, none against, none abstain. Remember we will be electing new officers in April.
   - Treasurer’s Report: Dr. Kamiru discussed meeting with Mr. Gerald Hunter, Dr. Kamiru reports money we have contributed is still there minus some expenditure, charges to faculty forum, balance is about 4900 approximately, that money is still there budget from university is 1000 and 300 is membership for senate, and 700 is left sitting there. It will go back if we don’t spend it. So we need to come up with ways to spend it. Dr. Kamiru also mentioned that Mr. Hunter said that FS can ask for more funding but we need to justify why we ask for more, and he is willing to support the request. This means we have to be more creative in terms of what we expect to accomplish. Dr. Youssef: we have $700 to spend. If we hold another faculty forum, we need to spend within the $700 so we don’t have to encroach on FS money, or we need to consider whether we spend the $700 on something else. Senate suggests a
luncheon to celebrate senators, Executive Committee, perhaps some faculty. Item was tabled for discussion at next meeting.

III. New Business:

- Evaluation of chairs has been applied inconsistently, Dr. Joy Cooley-Doles says chair in her department was evaluated, Dr. Khan says math chair was evaluated. We have had the support of Vice Provost Dr. Zapatero for evaluation of chairs and deans to be in compliance with the Faculty Handbook. We did send up follow up email to Dr. Hamilton, we can make a resolution that we all need to comply, Dr. Mead asks if the decision of the subcommittee binding as per the evaluation instrument and did he ask the subcommittee?

- Topics about supplemental pay. Dr. Mamie Johnson who is the Chair of the Handbook Committee stated that any requests will be submitted in writing and the committee will consider them. A meeting will be called to discuss proposed changes. Other questions about supplemental pay are referred to legal.

- SGA VP: Ms. Gatling is from Harlem NY and a business major. She brought a student senator with her and she is here to address us on issues students may have with open communication. One of the concerns, for professional events, to their knowledge those professional events have low attendance, and there is some benefit for the students to attend. We cannot require that you make it extra credit or put it in your syllabus, but if you think it is applicable, then can you as faculty motivate them? If there is a communication disconnect between students and faculty, it is her job to bring that to us. There are also concerns about professors’ attendance during office hours, that is where the most of our concerns and we know we are not easy to deal with (student saying that). Students appreciate faculty. Can professors put a note on their doors when they are at a meeting, etc. Please email us or leave a note. Dr. Sawyer, the onus is on professor if they are not going to be there to specify. Dr. de Laforcade: If faculty member is not available, ask the office specialist to get meeting scheduled, even if not during office hours. Maybe we could have a statement that those who work in the office can be a liaison and get an answer. Thank you Miss Gatling.

- Faculty Forum: Which date is more convenient? Dr. Johnson: Faculty forum is helpful and to keep connections, etc. Let’s keep this. Dr. Cooley-Doles: For many years we used to celebrate retirees and we no longer recognize retirees. If the $700 could go towards a celebration for retirees, having annual party for retirees and/or for folks who completed terminal degrees, now the people who have been here 20, 30 40 years they disappear, can we ask admin. to please go back to annual celebration and include those who have earned their terminal degrees, they used to get together for picnic. Luncheon is a celebration, get that back to celebration, Dr. Youssef will send out tentative dates if amenable, before we lose $700.

IV. Meeting adjourned: Motion to adjourn by Dr. Curiel, second Dr. Sawyer, and unanimous vote. Meeting adjourned at 1:32 p.m.

Upcoming Meetings:

**Faculty Senate Executive Committee Meetings:** March 12, and April 9, 2019, STC 309 12:30pm-1:30pm

**Faculty Senate Meetings:** March 19, and April 16, 2019, NGE Room 205, 12:30 – 1:30 p.m.