MEETING MINUTES (APPROVED)

Members Present: Youssef, Lamiaa (English & For. Lang., FS President); Black, Suely (Chemistry, FS Vice President); Fernando, Anne (Math, FS Secretary); Colakoglu, Sidika Nihal (Management, Marketing, & Entrep., FS Treasurer); Kamiru, John (Accountancy & Finance, FS Assistant Secretary); Alexander, William (History & Interdisc. St.); Blakely, Curtis (Secondary Ed.); Boone, Jacqueline (Early Childhood/Element. Ed.); Chuang, Shao-Hui (Technology); Cooley-Dole, Joy (Psychology); Curiel, James (Sociology); D’Silva, Joseph (Biology); Haines, Ashley (Biology); Holmes, Maria (Nursing); Hu, Yen-Hung (Computer Science); Jackson, Kevin (Allied Health); Khan, Mushtaq (Math); Lewis, Marilyn (Social Work Alternate); Mead, Patricia (Engineering); Sawyer, Jason (Social Work); Wilkens, Gary (English & For. Lang.)

Members Absent: Harper, Natisha (Library); Isekeije, Solomon (Visual & Performing Arts); Jackson, Cathy (Mass Com.); Meshesha, Aberra (Political Science); Temple, Doyle (Physics); Thomas, Kathleen (Excused) (Health, Phys. Ed., & Ex. Sci.)

Guests: Sandra Barnes (Nursing), Linda Brown (Nursing), Lydia Figueroa (Nursing), Leroy Hamilton (Provost), Verena Johnson (Nursing), Berkeley King (SESL), Desma Lans (Nursing), Sandra Olanitori (Nursing), Rasha Morsi (Engineering), Erica Russell (Psychology), Felisa Smith (Nursing), Ron Thomas (Psychology, FS Parliamentarian), Willie Todd (Vice Provost)

I. Call to order: Meeting was called to order at 12:34 p.m.

II. Dr. Hamilton was in attendance. Dr. Youssef welcomed Dr. Hamilton and said the FS was looking forward to a collaborative relationship between faculty and administration.

III. Dr. Youssef requested that senators be mindful of attendance, which will be checked to see who has not been coming to the FS meetings. The departments of the non-attending senators will be notified so they can consider electing another representative.

IV. Review of FS January meeting minutes: Dr. Alexander recommended some edits to his statements regarding departmental search committees. Then a motion was made to approve the minutes with the suggested edits. Motion was seconded and unanimously approved.

V. Old Business:
A. Arrangement for faculty forum (survey #1): Dr. Youssef indicated that so far 30 faculty responded that they would attend. She encouraged those who did not complete the survey to respond so we could have a more accurate count of attendees. Dr. Morsi would contact Thompson Hospitality to arrange for dinner provided in forum.

B. One-Stop Shop Registration survey (survey #2): Dr. Youssef indicated that she addressed this point during her meeting with Dr. Hamilton and Dr. Todd on February 19, 2018. Dr. Hamilton was considering the option of reducing the number of days so that the event would conclude by Tuesday of the first week of classes. Then we would see how effective that option is and eventually consider the option of eliminating the current format altogether.

C. Five/Ten-Week Grade Reporting survey (survey #2): Dr. Youssef also indicated that she addressed this point during her meeting with Dr. Hamilton and Dr. Todd on February 19, 2018. In that meeting, Dr. Todd indicated that we were in the process of transferring grades from Blackboard to Colleague for a seamless integration. This would reduce the paperwork and the amount of work needed to report the grades in two different systems. However, faculty would need to keep an accurate grading system on Bb. Based on that Dr. Colakoglu suggested the need for faculty training in the form of a workshop and Dr. Morsi suggested a video that would help them keep an accurate and current gradebook on Bb.
D. Review and approval of amendments/edits to FS Constitution and Bylaws: Dr. Black indicated that she worked with the committee on editing the FS Constitution and Bylaws. She and the committee members indicated that most of the edits were of cosmetic nature to clarify vague language, eliminate inconsistencies, and correct mechanical errors. Dr. Black went through each article to explain what was changed. Since time was running out, she suggested that the FS vote on the edits up to Article V. Then vote on the rest during the next FS meeting. A motion was made to approve the changes to the Constitution and Bylaws up to Article V. The motion was seconded and then unanimously approved.

E. Activating FS committees: Dr. Black indicated that the Grievance Committee in its current composition, as described by the Faculty Handbook, does not belong to the FS anymore. She suggested that we keep a FS grievance committee as an advisory committee to those faculty who have grievances. Dr. Thomas mentioned that he chaired the committee for a while, and the one that was half administrators and half faculty did not serve faculty. So we need to make this one all about Senate and faculty, one which hears everything but makes no decision. This one needs to stay in the FS. It used to be that no one was supposed to be in the hearing except for those described in the Handbook, but then administrators would show up and nothing would happen, so the number of grievances dropped. Dr. Morsi indicated that currently she is chair of the Grievance Committee where there are two administrators on the committee, but they do not oversee any faculty. That has not been the case in the past, but now they are all purely administrators. We followed the Handbook exactly. More discussion was needed. Dr. Haines indicated that those who are new to all of this will be confused. Since the FS grievance committee will serve in an advisory role, then we need to rename it to Grievance Advisory Committee.

There was a discussion on the other FS committees, but since more time was needed, a decision was made to table the discussion until next meeting so we can have more time to consider the functions of each committee.

VI. New Business:
A. FS President meeting with Dr. Haywood, Chief of Staff, on February 16: Dr. Youssef indicated that her talking points with Dr. Haywood were attached to an email that she sent to senators.
B. FS report to BOV: Dr. Youssef indicated that she attached her report to the BOV in an email she sent to senators. The meeting would take place on Friday of that week and it would be great if senators could come to the meeting. She asked senators to check her report to the BOV.
C. Voting for faculty who will be assigned to Executive Council (first meeting scheduled for March 27, 2018 at 6:00 p.m. Location TBD): Dr. Fernando mentioned the need to elect five faculty who would serve on the Executive Council, with the sixth member being the FS president per the Handbook, and agreed to gather the names of nominees so that voting can be conducted via SurveyMonkey.
D. Dr. Fernando reminded senators to conduct departmental elections to replace senators whose terms are expiring.
E. Dr. Colakoglu indicated that in the School of Business the average age of faculty is 65. Therefore, we need more faculty in Business to avoid future shortages due to attrition.

VII. Adjournment: With no further business, the meeting was adjourned at 1:30 p.m.

Upcoming Meetings:
Faculty Senate Executive Committee Meetings: April 10, 2018, MAD Room 112/113, 12:30 – 1:30 p.m.

Faculty Senate Meetings: March 20, and April 17, 2018, NGE Room 205, 12:30 – 1:30 p.m.