

## Kentucky State University Faculty Senate Minutes

9/24/18

NAME	Attendance	Department	Office
Shawn Lucas	PRESENT	Ag, Communities, and Env	Academic Policies
Leigh Whittinghill	PRESENT	Ag, Communities, and Env	Chair, Curriculum
Ken Semmens	PRESENT	Aqu and Aquatic Sci	Vice Chair, Bud &Ac
Herman Walston		Fam and Cons Sci	Professional Concern
Erin Gilliam (Parliamentarian)	PRESENT	Soc and Beh Sci	Vice Chair, Acad Pol
Mara Merlino (Vice President)	PRESENT	Soc and Beh Sci	Professional Concern
Jyotica Batra	PRESENT	Math and Comp Sci	Academic Policies
Clifton Wise	PRESENT	Math and Comp Sci	Professional Concern
Caroline Gibson	PRESENT	Hum and Perf Arts	Chair, Prof Concern
Marlin McKay	PRESENT	Hum and Perf Arts	Chair, Acad Policies
Helen Smith (Secretary)	PRESENT	Hum and Perf Arts	Secretary, Curriculum
Dantrea Hampton	PRESENT	Library	Vice Chair, Curricm
Rene Desborde	PRESENT	Bus and Tech	Budget and Ac Sup
Jason Keeler	PRESENT	Edu and Hum Dev	Secretary, Acad Pol
Phillip Clay	PRESENT	Edu and Hum Dev	Chair, Bud & Ac Sup
Li Lu	PRESENT	Nat Sci	Vice Chair, Prof Con
Bruce Griffis	PRESENT	Nat Sci	Secretary, Bud & Ac
Rebecca McCoy	PRESENT	Nur and Health Sci	Curriculum
Lisa Turner	PRESENT	Nur and Health Sci	Budget and Ac Sup
Robert Griffin		At-large (Hum and Per)	Curriculum
Joe Moffett (President)	PRESENT	At-large (Hum and Per)	
Debbra Tate	PRESENT	At-large (Library)	Secretary, Prof Con
Allison Young		At-large (Ag, Coms, En)	Professional Concern
Swagata Banerjee	PRESENT	At-large (Bus and Tec)	Academic Policies
<b>Non-Senator Committee Members</b>			
Nkechi Amadife	PRESENT		Academic Policies
Ken Andries	PRESENT	Ag, Communities, and Env	Curriculum
Changzheng Wang		Ag, Communities, and Env	Curriculum
William Welsh			Budget and Ac Sup
Mike Unuakhalu	PRESENT		Budget and Ac Sup
Farida Olden		Ag, Communities, and Env	Professional Concern
<b>Guests (in order of sign-in)</b>			
Elgie McFayden	PRESENT		Faculty Regent
Tierra Taylor	PRESENT	BSS	Chair
Kim Sipes	PRESENT	AA	Deputy Provost
Wilfred Riley	PRESENT	BSS	Ombudsman
James Obielodan	PRESENT	Business	Interim Chair

**1. Call to Order:** The third regularly scheduled meeting of the AY 2018-19 Faculty Senate was called to order with a Quorum at 3:16 pm on Monday, September 24<sup>th</sup>, 2018 in Hathaway Hall 123.

**2. Approval of Agenda:** The agenda was approved with one change in order: the Faculty Regent Report is to follow the Senate President report.

**3. Approval of Minutes of 10 September 2018 Faculty Senate Meeting:** The minutes were approved with one amendment: "students could drop a course and pick up an eight-week course." (5th sentence in the last paragraph of the APC report.)

4. Faculty Senate President Report: Senate President Joe Moffett reported on the following issues:

- Ten self-appointed Faculty are serving on the Academic Reorganization Committee. Dr. Cindy Glass is serving as the committee chair.
- Point of Information about other Committees:
  - Faculty Recognition Committee: there was a question about whether the Whitney Young College vacancy would move to the Business/Computational Sciences since there are no faculty currently in Whitney Young and the fact that B/C S currently has no representation at all. Dr. Avinash Tope also has to be replaced since he has assumed a chair position.
  - Faculty Appeals Committee: one vacancy
  - Tenure and Promotion Committee: two vacancies
- There was a question of whether all faculty members truly have Senate representation due to the reorganization of Academic Units that took place after the spring elections.
- Faculty were encouraged to load information into InterFolio; this may be time consuming. A non-senator shared that there is an activities distribution tab where files can be uploaded.

5. Faculty Regent Report: Regent Dr. Elgie McFayden welcomed everyone back to Fall Semester. He gave a report from the last Board of Regents meeting, noting the following actions and information items:

- 196 potential students were denied admission, as they did not meet all targeted goals. Enrollment is currently at 1750, due to the disallowance of conditional admits.
- The Board is concerned to modify the incoming class profile
- The Board approved a new food service contract
- They elected new Board of Regents officers
- They revoked tenure for one faculty member
- They approved the creation the CREED Center
- They reviewed pending litigation
- Action was taken on one lawsuit

A Senator asked about whether the number given for enrollment included dual credit students and what is the incurred cost for dual credit enrollment? The Regent expressed that the figure does not account for dual credit enrollees.

Another Senator asked what other food-service options are going to be available, and whether the students are getting a discount since other options are currently not available. A Senator noted that Faculty cannot use debit/credit cards in the food service area. It was explained that the food option available is what is currently in place and further inspection may be necessary.

6. Academic Policies Committee – Marlin McKay: Chair McKay reported that APC had reviewed the possibility of adding extra terms throughout the academic year. They concluded that an Extreme Spring Break Term would be very difficult in a week's time. A winter term, a May-mester and two 8 week semesters may be considered and tested through a pilot program. The following were concerns the committee had: lab-based courses and their contact hours, faculty pay structure and contact hours overall for the short terms.

It was suggested that the addition of the shorter terms may allow faculty flexibility with their course loads. It was also suggested that APC review the Quarter System for best practices for structure and even pay. There was also a question about whether pay structure would be based upon enrollment, number of hours or a flat fee. It was then suggested that feedback from the Provost would be best. And it was specified that during summer, 6 students constituted full pay. Deputy Provost Sipes noted that there is interest among some faculty in teaching a Winter Term.

7. Professional Concerns Committee – Caroline Gibson: Chair Gibson reported that PCC has been working on several items, but the committee has no Action Items to bring forward at this time. She has received back from Faculty some old items that were previously brought before PCC but had not passed Senate. For instance,

- The Science Faculty wants a calculation of load
- The Peer evaluation form needs reviewing, as it has not been reviewed/revised since 1991
- Stipends for Area Coordinators

President Moffett mentioned that the item about Faculty being able to withdraw funds from their retirement accounts has been signed by the Provost and University President Brown. Senator McKay stated that this item is now with HR and the General Counsel, and they are drafting the letter for the process.

8. Curriculum Committee – Leigh Whittinghill: Chair Whittinghill reported that the committee had no action items, though they have started to review some items. She reiterated that all the forms faculty need to submit new course proposals are on the Faculty Senate website. She reminded faculty that if they are working on a course proposal or a curricular change, they should make sure they get the forms from the right place and all the necessary signatures. She stated that Wednesday, September 27<sup>th</sup> is the submission deadline for Spring Schedule implementation.

A Senator pointed out that because there is no longer an Office of Graduate Studies or a Graduate Council, getting items approved at the graduate level will be very challenging; he asked, how should we proceed? Deputy Provost Sipes responded that, for now, faculty proposing graduate curricular items should follow the same Curriculum Committee process as for undergraduate courses and skip the Graduate Council part of the process. CC Chair Whittinghill noted that her committee was not sure that every department had a Chair or Assistant Chair, so in that case, she asked, who would sign CC forms on those lines? Sipes responded that Nursing has an Interim Chair, but all other departments have a Chair.

A Senator stated that the Music department was recently approached by a community member who wants to offer music classes/workshops in the community, and perhaps at the King's Center. He asked, what would the department need to do to create an internship situation with the King's Center, and have it count towards their departmental certificate in Music Technology? Chair Whittinghill responded that this would need to be a new course proposal.

9. Budget and Academic Support Committee – Phillip Clay: Chair Clay reported that the committee discussed the following items:

- Classroom upgrades: it was recommended that the committee conduct a survey of faculty about classroom conditions. If such an assessment has already been done, the committee would like to see that data. President Brown wants to review recommendations of the committee regarding upgrades upon completion of this survey.
- A forthcoming meeting with Mr. Douglas R. Allen, II, Vice President for Finance and Administration, and Dr. Lucian Yates, III, Interim-Provost and Vice President for Academic Affairs. The committee will meet with Allen and Yates to discuss issues relating to Faculty and the Instructional Budget. In advance of this meeting, the committee has sent Allen and Yates questions regarding allocations in the Instructional Budget.
- According to a faculty-salary survey, KSU salaries are on par compared to those at other HBCU's.
- The university is experiencing a decline of \$4M in grant funding; however, upon re-initiation of Title III funding, an additional \$100K for faculty travel will become available.
- At their next meeting, BASC will discuss the costs/benefits of etextbooks vs. print texts.

A Senator noted, "when we are doing research at the aquaculture farm, we cannot access journal articles via the library in a timely manner. Currently, we are paying for access ourselves and seeking reimbursement from the university. This is a serious issue for our research." Another senator in the same department agreed about the difficulty in obtaining access to journals. Chair Clay responded that money is probably the issue. Deputy Provost Sipes asked if the department has made the Provost aware of this issue. The Senator responded that he had no idea, but that this issue has come up repeatedly in his department, and he would like to know how much of the Instructional Budget is going to support

getting journals/books faculty need to do research. He stated, if the budget is cut, it should not be cut there. We need resources for our library for faculty and for our students. A Senator from the Library responded that there has been a modest increase in funding this year, but that it had been three years since the library had been able to purchase books prior to the increase in funding this year. Another Senator noted that a couple of years ago, there was funding from CPE for the library to purchase books only, but not access to electronic journals. He asked if that was a one-time opportunity. The Senator from the Library responded that this CPE grant was several years ago, and there was a book stipulation. Another Senator from the Library noted that it was a grant that we had to spend or lose.

Two minutes were added to this discussion.

A Senator asked if there is a new system or a new way to access applications for faculty travel funding and also for marketing/information pamphlets? BASC Chair Clay responded that he would look into these questions.

10. Faculty Ombudsman Report – Wilfred Reilly: Ombudsman Reilly reported the following:

- He has met with Mario Radford, the Title III Coordinator. Radford and Reilly are meeting again tomorrow about the date faculty travel funding will once again be available. About other sources for faculty travel funding, Reilly will contact BASC to work with them on that issue.
- The 401K-withdrawal issue has been addressed at the Presidential level, and the General Counsel's office is vetting the document, as reported by the APC Chair.
- He is meeting regularly with Senate President Moffett and Deputy Provost Sipes.
- He has been asked to be a member of the Curricular Realignment Committee; their next meeting is Wednesday at 10am.
- He has been asked to speak at the NAACP Annual Freedom Fund Banquet on November 2.

11. Other Business:

- President Moffett reported that he is meeting with University President Brown this Thursday, and he asked faculty to forward to him any issues that he needs to raise with the President.
- A Senator noted that tomorrow is National Voter Registration Day. Volunteer Faculty will be set up in front of the Student Center from 5:30pm-8pm. The Senator asked Faculty to let their students know where they can get registered to vote.
- A Senator noted a problem when using Thorobred Tracker to send a student alert: the automatic response he received was, "this person is no longer with the university." Another Senator noted that he'd had the same experience. The Senator asked, who is officially over Thorobred Tracker? Deputy Provost Sipes replied that Dr. Malone is currently overseeing Thorobred Tracker and that the University College staff is effectively assisting Student Support Services at this time. She stated that Travis Haskins is the person to contact regarding Thorobred Tracker.
- A Senator asked why no-show reported students haven't been dropped yet. Sipes responded that this is the Registrar's process.
- A Senator asked why there are still no student tutors in the ACE tutoring center. Sipes responded that she would ask about this issue.
- A Senator asked if there are minutes from previous years' Senate committee meetings. Moffett replied that he could look at the OneDrive that has committee minutes and see if it has minutes for last year for the BASC committee. A senator asked if they were available under the aegis of the posted Senate Minutes, appended to them. Another Senator stated that it was his understanding that these minutes are part of the public record. Moffett replied in the affirmative, and he said that he is putting committee minutes on the OneDrive folder as he receives them.

12. Adjournment: The meeting adjourned at 4:23pm

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Respectfully Submitted, *Helen M. Smith*

-Secretary, Faculty Senate