**JACKSON STATE UNIVERSITY**

**Faculty Senate Meeting**

**MINUTES**

**Zoom Meeting**

 **January 28, 2021**

 **10 a.m.**

**Executive Committee/Senators in Attendance**: Dr. Dawn McLin, Mr. Don Spann, Dr. Okechukwu Anyamele, Dr. Patrick Rettger, Dr. Carolyn Howard, Dr. André Hines, Dr. Kaye Sly, Dr. John Watts, Dr. Siddig Fageir Dr. Saundra McFarland, Dr. Belinda Davis-Smith, Ms. Ella Moore-Boyd, Dr. Kenyatta Steward, Dr. Palaniappan Thiagarajon, Dr. Nelson Atehortua, Dr. Glenda Windfield, Dr. Ningning Wang, Dr. Tony Latiker, Dr. Bernice McKenny, Dr. Barbara Howard, Dr. Edmund Marem, Dr. Tom Kersen, Dr. David Mahloch, Dr. Lolita Gray, Dr. Jie Ke, Dr. Brian Anderson, Dr. Anwar Ahmad, and Dr. Patrice Jenkins

**Other Attendees:** Ms. T. Moorhead-JSU Online

1. **Welcome:**

The meeting was called to order at 10:05am by President Dr. McLin. Dr. McLin welcomed all Senators and Faculty in attendance. Dr. Hines requested that Faculty announce themselves in the chat as they enter the call.

1. **Review of Minutes:** The meeting minutes for November 19, 2020 were approved with amendments.
2. **Faculty Hall of Fame Committee -** Dr. McLin indicated that she will send out an invitation to Senators inviting them to participate on the committee to work on the Faculty Hall of Fame criteria. She emphasized the importance of this recognition and noted that we recently lost two prominent alumni; Drs. Gaston Rose and Dr. Dolly Robinson. Dr. Kersen expressed concern with JSU’s history of not giving Emeritus status and shared that his department has request Emeritus status for Dr. Calhoun but received no response. Dr. McLin indicated that she will follow-up with the recommendation
3. **Committee Updates:**
* **Website –** Mr. Spann reported that the webmaster will be refreshing the look of the overall website. Mr. Spann has updated the Faculty Senate website with our minutes and has included a faculty recognition tab. He indicated that the tabs may be accessed on the right side of the screen.
* **Budget –** Mr. Spann reported that the faculty appreciation kits have been purchased. He is working on determining how kits will be distributed by college. Faculty members who have attended 3 meetings in the Fall will receive a kit.
* **Research –** Dr. Leggett reported that the Research committee met and discussed ways the office of Research can provide Research Assistants to faculty doing research. She reported that the committee will work with the Faculty Senate to conduct a survey to determine the needs of faculty. Dr. Whittaker will be invited to the February Faculty Senate meeting. Dr. Leggett encouraged all faculty members to review the research plan and email questions and concerns to the faculty senate so that we will be prepared for the meeting with Dr. Whittaker. We will request that Dr. Whittaker provide Indirect Cost reports. It was reported that the Provost will provide seed money in the summer for faculty projects in amounts less than $10,000. More information will be provided on the seed money when it is received from the Provost.
* **Curriculum & Teaching –** Dr. Howard reported that the Curriculum and Teaching committee will be meeting with the Registrar, Dr. Turner, and Dr. Young-Wallace to validate forms and procedures for making curriculum changes. She expressed that the committee is working diligently to have the information available to faculty by late Spring.
* **Faculty Life –** Dr. Hines reported that the first Faculty Life committee meeting has been scheduled for February 4th at 11am. She expressed that she is hoping to receive the draft of the revised handbook prior to the meeting. It was shared that the P & T committee is scheduled to meet and hope to have a draft to share soon. Dr. Anderson expressed that the committee has found that practice vary by college. Dr. Billingsley indicated that the P&T committee has provided a draft document to the Provost’s office. It was shared that the P & T committee draft will be forwarded to the handbook committee. Dr. McLin expressed concern that we are in the 11th year with almost no updates on the handbook.
1. **Faculty Pay Study: Recommendation of Gallaher –** Dr. McLin shared that the Executive Committee recommended that the University use Gallaher to conduct the Pay Study. She has requested that the organization reduce their proposal amount to $50,000 which is the amount that has been allocated for the study. Dr. McLin will share the final proposal with the faculty once the document has been received.
2. **SACSCOC -Focused Report due 2/9. Virtual site visit 3/23-25 –** Dr. McLin reported that faculty should have received a copy of the SACSCOC non-compliance findings. She reviewed the document with the faculty. Some areas of concerns were:
* 6.2.a Faculty qualifications
* 6.3 Faculty appointments and evaluations
* 10.4 Academic governance
* 11.2 Training and continuing education for Library staff
* 12.1 Student support services

It was suggested that faculty without the terminal degree be given consideration for experience. It was suggested that SACSCOC be reminded that some disciplines did not have terminal degrees until recently. Dr. McLin reported that the Provost has expressed concern with repeatedly hiring year-to-year faculty, especially those with high student failure rates. Dr. Fageir expressed that in some departments hiring 1 year faculty is the culture and the 1 year faculty are not as involved in department affairs beyond teaching. It was agreed that the University need to hire tenured faculty when the opportunity presents because they can contribute to research, advising, mentoring, and other activities. Dr. Rettger and others expressed concern that student failure is be blamed on faculty and especially the idea that this was only a concern for year-to-year faculty. It was agreed that faculty must maintain integrity and cannot give students grades. Student bullying faculty was also discussed as a concern from faculty. Dr. Billingsley expressed that being student centered sometimes means evaluating how students learn and making adjustments to our approach as teachers.

**7. Transparency publicizing the changes in administration, Town Hall rescheduling -** Dr. McLin shared that the faculty senate has been receiving unofficial reports of changes to administration. The Executive Committee shared concerns with lack of transparency regarding administrative changes with President Hudson in their meeting earlier in the week. In the meeting President Hudson reported that the Town Hall meeting would be rescheduled soon. He reported that there had been no new hires only restructuring, he indicated; 1) the V.P. Chief of Staff position was eliminated and the position is now Vice President of Enrollment Management of Student Affairs and now reports to him, 2) advising under student success has moved to student affairs, 3) the Provost is no longer interim and is now the Provost and Senior Vice President of Academic Affairs, and 4) the Communications Director position will be the Associate VP of Marketing and will report directly to him. President Hudson shared that the Alumni Director position changed but the position is not a part of the President’s Cabinet. He shared that there have been no new hires. The Executive Committee has requested that President Hudson do a better job publicizing administrative changes in a timely manner.

**8. Covid-19 Taskforce and Update to Website –** Dr. McLin reported that the Taskforce continues to meet and has expressed the following concerns/suggestions to the administration:

* The website be updated to list most recent positive Covid cases first
* A full-time person be hired to monitor the Covid activities
* Failure to wear mask should result in consequences
* On site faculty and students be tested

President Hudson agreed to the website update and hiring a full time person but indicated that he will not attach consequences to noncompliance with mask wearing. He indicated that if someone enters your space you have the right to ask them to leave. Dr. McLin reported that currently band members and athletes are tested weekly. She shared that a list of supplies were sent to Deans for faculty teaching face-to-face classes and it has been reported that some persons are hording supplies. Dr. McLin shared that we are expecting an additional CARES allocation; however we are not aware of the allocation amount.

**9. Communication sent out in timely manner, Town Hall, Lunch and Learn sessions notifications, Standing Faculty Meeting, Canvas, etc. –** Dr. McLin shared that Executive Committee has expressed concern that today a Lunch & Learn session is taking place during our faculty senate meeting. She expressed that other meetings requiring faculty attendance should not be scheduled during our meetings.

**10. Department Self-Study Reports –** We have requested that Self Study Reports be shared with all faculty involved.

1. **Evaluation Drafts (Faculty, Chairs &Deans) –** Dr. McLin shared that the Provost will be sharing the Evaluation Drafts which were due in November. There were questions regarding pay for Coordinators because some are not paid and there are significant pay differences for paid Coordinators. Dr. McLin indicated that the Pay Study will address how salaries are distributed.
2. **Intercession & Summer classes cut off, etc. -** Dr. McLin expressed that faculty need clear protocols for intercession and summer class enrollment requirement and concerns that faculty teaching classes for weeks prior to cancellations should be compensated. It was recommended that Intercession classes be offered in the Spring because students have more available tuition support. It was shared that in the past faculty receive prorated pay. Dr. Anyamele agreed to send a previous policy that addressed intercession and summer pay for faculty.
3. **Dual rolls administrative positions –** Concerns has been expressed regarding Administrative employees holding dual roles. Provost Mosely reported that Communicative Disorder and Education positions are being approved by HR for posting. The Provost is hoping permanent positions will be offered April and positions will be filled in July.
4. **Faculty Concerns/ School of Public Health renaming status –** The Provost has shared that she will reconvene the faculty in Public Health to address concerns and follow-up with the renaming process. She apologized for not following up earlier.
5. **Transcript Express –** Currently JSU cannot send transcripts using Transcript Express. The Provost will follow-up with this issue. Dr. Howard will also take this concern to the Curriculum and Teaching committee.
6. **Status of searches for Interim Deans, Intuitional Research etc. List o committee members, announcements –** The Provost reported that all Interim positions will be posted and search committees are being assembled. The Faculty Senate has referred both at-large Faculty Senators to the Provost for search committees. The Provost has agreed to send copies of the position announcements and a list of search committee members.
7. **Policy and procedures packages for Online programs and certifications, etc.** – Dr. Howard will provide this update at a later date.
8. **University Academic Assessment Reports Committee –** Dr. Howard will provide this update at a later date.
9. **Virtual Study Survey, how were committee members chosen? OAA or Dean? –** There is concern that faculty has received a Virtual Study Survey from Dr. Pizzetta similar to the survey being developed by the Faculty Senate. It was suggested to the Provost that these surveys go through her office so that faculty are not bombarded with multiple surveys that are similar.
10. **Incentives for December Training –** The Provost has expressed that she is working on completing PAFs for faculty who were promised an incentive for attended the December training.
11. **Online Learning Updates –** Dr. Tamika Moorehead provide an Online department update (see attached). Dr. Moorehead agreed to send copies of the presentation to faculty attending this meeting.
12. **AOB**
* **Rotating Chairs –** It is expected that the Handbook Committee will address this concern.
* **Instructor Levels –** Faculty recommended that we have different levels for Instructors who have taught at JSU for multiple years.
* **Covid Procedures –** Dr. Watts expressed concern that Officers are not consistently checking temperatures for passengers in cars. It was suggested that Officers walk around to the passenger side when checking passenger’s temperatures. He shared concern that Officers are not always wearing their mask properly and do not consistently check IDs.
* **Grade Changing/Plagiarism -** Dr. Marem expressed concern with administrators changing student grades and procedures for addressing plagiarism. He expressed that in his department a student was caught cheating and the Dean’s response was to appoint a committee to address the issue. Dr. McLin agreed to meet with Dr. Marem after the meeting to follow-up with these concerns.
* **Overloading Graduate Classes** - Faculty expressed concern that students are being forced into graduate classes after the cap has been met and in some cases Banner doesn’t have the correct names of advisors for students. Dr. McLin will follow-up on these issues.
* **Mandatory Vaccines** – Dr. McLin reported that President Hudson has informed the Executive Committee that we will not mandate vaccines for faculty. He has met with the Department of Health in an attempt to have JSU become a vaccination site and to secure 150 vaccines for faculty 65 and older. The Provost is also speaking with the Urban League about JSU becoming a vaccination site. It was reported that as of Friday we have 69 students and 8 faculty positive cases. It was not clear if these were cumulative numbers or new cases. It has been suggested that we implement a social marketing campaign to encourage mask wearing.
1. **Adjournment -** The meeting was adjourned at approximately 11:54 am.

Submitted January 25, 2021 by Dr. André Hines, Secretary