**JACKSON STATE UNIVERSITY**

**Faculty Senate Meeting**

**MINUTES**

**Zoom Meeting**

**April 22, 2021**

**10 a.m.**

**Executive Committee/Senators in Attendance**: Dr. Dawn McLin, Mr. Don Spann, Dr. Okechukwu Anyamele, Dr. Carolyn Howard, Dr. Sophia Leggett, Dr. Patrick Rettger, Dr. André Hines, Dr. Kenyatta Stewart, Dr. Brian Anderson, Ms. Ella Moore-Boyd, Dr. Jie Ke, Dr. Siddig Fadgeir, Dr. LaDonnya Drummond, Dr. Candace Brown, Dr. Jessica Murphy, Dr. Glenda Windfield, Dr. Patrice Jenkins, Dr. Chaiqua Harris, Dr. David Mahloch, Dr. John Watts, Dr. Anwar Ahmad, Dr. Stephanie Davidson, Dr. Ningning Wang, Dr. Tony Latiker, Dr. Gloria Billingsley, Dr. Kay Sly, Dr. Mustafa Younnis, and Dr. Barbara Howard.

1. **Welcome** - The meeting was called to order at 10:06am by President Dr. McLin. Dr. McLin welcomed all Senators and Faculty in attendance. She requested that all Senators and Faculty sign in using the Chat.
2. **Review of Minutes** - The meeting minutes for March 2021 were approved pending any corrections.
3. **Elections – Dr. Latiker and the election committee –** Dr. Latiker reviewed the election process. Dr. Barbara Howard presided over the election, opening the nomination process. Nominees included:
   1. Patrick Rettger – Sergeant-At-Arms (Music)
   2. Don Spann – Treasurer (Journalism & Media Studies)
   3. Carolyn Howard – Parliamentarian (Biology)
   4. André Hines – Secretary (Public Policy & Administration)
   5. Sophia Leggett – Vice President (Public Health)
   6. Dawn McLin – President (Psychology)

There was a motion to accept the slate of officers by acclamation because there was only one nominee for each office. The slate was accepted by the Senators.

1. **Faculty Appreciation: boxed lunch, May 10th Certificates of Participation, Supplies, RSVP, TBD, etc. –** Dr. McLin announced that there will be a drive by Faculty Appreciation luncheon May 10th. During the luncheon, Senators who did not pick their backpacks may pick them up at the luncheon. Certificates of Appreciation will also be provided for all Senators. This year we will also honor colleagues who served at JSU for 50 years or more.
2. **Standing Committee Updates (Dr. Hines, Dr. Howard, Dr. Leggett, Mr. Spann)**

**Faculty Life Committee (Andre Hines) –**Dr. Hines reported that the Faculty Life Committee met and focused on the feedback received on the draft handbook and faculty senate survey. The survey comments/input has been forwarded to Dr. McLin. Dr. Hines has sent the draft handbook with the form for feedback to all Senators and will send the Promotion and Tenure draft with the form later today. Senators were encouraged to share the draft with departmental faculty and submit their feedback on the appropriate form. She expressed that the committee is committed to working on the documents in their May meeting.

**Curriculum & Teaching Committee (Carolyn Howard) –** Dr. Billingsley reported that the Curriculum & Teaching Committee met and discussed curriculum as it pertains to changes to the faculty handbook and the importance of integrating the Faculty Senate Committee with the Undergraduate Curriculum Committee. The committee concluded that there should be an alignment of discussion around the curriculum committees. It was reported that the committee meets every 4th Tuesday.

**Research (Sophia Leggett) –** Dr. Leggett reported they she has not received any feedback from Senators regarding the research policies that were sent to Senators. She encouraged Senators to review the draft policies and submit feedback to [facultysenat@jsu.edu](mailto:facultysenat@jsu.edu). President McLin reported that she has been informed by President Hudson that he is moving forward with the incentive program based on Summer seed money, seed for larger projects, and compensation for faculty writing grants. She indicated that once the draft is received it will be shared with Senators.

**Website & Budget (Don Spann) –** Website – Mr. Spann reported that the website is updated and minutes from previous meetings may be found on the website. He encouraged Senators to visit the website. Budget – Mr. Spann reported that the budget committee met and discussed pay study concerns. He indicated that the Faculty Senate budget started at $7,166 and after two major purchases the end of year total is $1,961.58. The two purchases were faculty incentive packs and office supplies.

**President Hudson –** President Hudson did not attend the meeting; the report was given by Dr. McLin

1. **Transparency: University Strategic Plan, Organizational chart –** Dr. McLin reported that Dr. Portifield is Chair of the Strategic Plan and the plan is to meet over the summer. She reported that the CFO position has been filled and the individual will start May 1st.
2. **Covid Taskforce** – In response to the question; will students be required to be vaccinated, Dr. McLin indicated that was a question for the Provost.
3. **Athletics: athletes not coming to classes, procedures of advisors. –** Dr. McLin reported that there have been concerns regarding advisement from the Athletics Department. She indicated that President Hudson reported that he has shared faculty concerns with the Coaching Staff and the Athletic Director. Dr. Hudson has requested that all concerns be put in writing. He has also indicated that we may request any of his Cabinet Members to attend our meeting and if they fail to participate, he should be notified.
4. **Faculty & Staff Pay Study: RFP Process, timeline? Legislation Pay Raise: “This is enough for a 1% across-the-board pay raise, which will go into effect January 1, 2022. Campus leaders could grant some employees a 5% raise and others none.-** Dr. McLin indicated that the Legislator’s provided for a pay raise for JSU, however it is the discretion of JSU Administration to allocate the raises. She indicated that it would not be merit based and shared that she hopes that the faculty making the lowest salaries will be considered for an increase. Dr. McLin reported that President Hudson has indicated that individuals making $100,000 and above and those individuals who have recently received a raise will not get this increase. Dr. McLin reported that because the Faculty and Staff Senates could not get on the same page, Robin Peck will coordinate the process between the Senates and hopefully by June will have timelines and parameters set for the pay study. It was reported that President Hudson has committed to paying up to $100,000 for the pay study. A Senator expressed disappointment in the lack of progress on the pay study.

**Provost**

1. **Update of SACSCOC Virtual site visit 3/23-25. Any recommendations?**

* No receipt of the official report from the SACSCOC Onsite Team
  + Preliminary finding; compliance with all Core requirements
  + Acceptance of the Quality Enhancement Plan (ROAR)
  + Issues with Section 6 (Faculty Qualifications, Program Coordinators) – There were concerns of Coordinators responsibilities and compensation
* Faculty Raises
  + Preliminarily approved, unclear of the percentage; heard maybe 1%
  + University has to pay for its own raised, not added to the university appropriations
* Student Instructional Rating System (SIRS) Survey
  + Accessible April 12 through April 30th

1. **Evaluation Drafts (Chairs & Deans) Covid-19, SIRS, errors online system.**

* A Committee will be assembled in August 2021 to assist in the establishment of an administration evaluation system.
* By March 2022 will have an approved instrument endorsed by Faculty to evaluate Deans and Chairs.
* Errors in the faculty online system are being corrected as they are being highlighted.

1. **QEP, Faculty Engagement Liaison will it be advertised?**

* QEP Director
* Faculty Liaison – the position will probably be grant funded and part-time. It will be advertised in the summer and official onsite report is received (QEP Director will be hired first). She reported the need for a Faculty Taskforce also.

1. **Fall 2021 (class sizes, social distancing, cleaning, etc.) & Academic IT updates/Dr. Dent, Software and technical requests, Security concerns, building, etc.**

* Similar to FY2019 in the number of face-to-face offerings
* Improved technology in classes
* Increased installation of UV filtration in elevators
* Enhanced cleaning tools
* Availability of rooms across campus
* Availability of free testing
* Availability of vaccination clinics for the on campus community
* Working on using room availability software
* Need clear signage for ingress and egress

Provost Mosely indicated that she was not sure what the protocol will be for vaccinations and that the mask mandate requirement may be indicated in faculty syllabus. She indicated that thermometers may be provided to Faculty for classrooms. When asked by a Senator if Faculty would be given the opportunity to work remotely; the Provost responded that if Faculty is seeking medical accommodations, they should go through Human Resources. She indicated that there will be hybrid classes for Fall 2021. She expressed the need for more face-to-face courses offerings. When asked if the administration would be hiring new Faculty in departments with critical shortages. She indicated that she has not received a request from the Instructional System & Technology program for additional Faculty. There were several concerns regarding students reporting to have medical issues not going through disability services for medical accommodations. It was recommended that Chairs be reminded of the medical accommodations process.

1. **Evaluation of Clinical, Non-Tenured, and Instructors –** A Senator expressed concern for the fact that Clinical, Non-Tenured, and Instructor Faculty are not fairly evaluated and expressed the need to develop a separate evaluation instrument to better reflect expectations for this group of Faculty. The Provost indicated that she agreed because these positions are on a different tract and should be focused on teaching and not research.
2. **Policies within colleges, consistency, COLA office hour policy. –** The Provost reported that IHL nor JSU has a policy on office hours. She indicated that office hours should be posted and aligned with the need of courses and students. She stated that office hours may be provided via Zoom. It was suggested that Deans and Chairs receive a training regarding office hours because currently the policy is left up to the interpretation of Chairs and Deans. Senators expressed concern with lack of and inconsistent communication in departments and colleges. Senators expressed a need for consistent scheduled meetings to facilitate communication.
3. **Teaching and Learning across campus. –** The goal of the Teaching and Learning is “To create a campus culture that values and rewards teaching innovation and the adoption of evidence-based teaching practices, to establish communities of practice to improve student engagement and student academic development, and to support and acknowledge the commitment of our faculty to high quality instruction.” The project is funded by the Gates Foundation and is led by Dr. Pizzetta. Concern was express that this program did not include the University Teaching and Faculty Senate Teaching Committees; the lack of transparency and sharing and that the project was not linked to Academic Affairs. It was also expressed that the same Faculty appear to be involved on University Committees and all Faculty should have an opportunity to serve on committees.
4. **School of Public Health Update**

* Dissemination of recommendations to faculty and staff
* Meeting with president Hudson on 4/22

1. **Update Search Committee process, Interim Deans, Intuitional Research list of committee members for those committees have not received. How were outside people chosen to serve? –** Provost Mosely reported that notices have been sent out and Dr. Harper has been added to the Liberal Arts search committee. She reported that a search committee training in currently happening. Provost Mosley indicated that the College of Education search committee has not been installed and the ABP position has been closed. She reported that the position has been upgraded and the person hired will serve as the SACSCOC Liaison and be responsible for Strategic Plan activities. She also encouraged faculty to complete assessments prior to leaving for the summer.

When asked how committee members from the outside were chosen to serve on search committees, the Provost responded that she expect this process to build relations through this type of collaborations. She indicated that committee members were chosen based on their experience and should include Faculty and Administrators.

1. **Programs facing Suspension –** Concern was expressed that programs are being targeted for suspension. It was reported that the Masters of Sociology program is being targeted for suspension although the faculty has expressed an interest in revamping the program. It was indicated that the Faculty cannot get a meeting with the Chair to discuss their interest and plan to continue the program. Provost Mosely indicated that she is open to receiving recommendations for revamping programs. She shared that there continue to be opportunities to make improvements and continue some programs.
2. **Graduate Recruiters –** Dr. McLin asked if we were still using graduate recruiters; Provost Mosley responded that we have someone doing graduate recruitment. She indicated that Dr. McDaniels has made recommendations to change how we recruit graduates and her recommendations will be considered in the next budget.
3. **New Business: Good News to share! T & P –** Senators Congratulated Dr. Barbara Howard, Dr. Chaiqua Harris, and Dr. Hines on their Promotions and Tenure.
4. **Closing Remarks / Adjournment –** Dr. McLin thanked Provost Mosely for her report and thanked Senators for being resilient and having grace and grit to continue during these challenging times. She thanked Senators for the opportunity to serve again next year.

Dr. Howard moved to adjourn the meeting. The motion was seconded by Dr. Carolyn Howard. The meeting was adjourned at 12:04pm.

Submitted August 24, 2021 by Dr. André Hines, Secretary