**JACKSON STATE UNIVERSITY**

**Faculty Senate Meeting**

**MINUTES**

**Zoom Meeting**

 **August 26, 2021**

 **10 a.m.**

**“Hear our Roar”**

**Re-envisioning the Faculty SENATE, Open Communication, Academic Excellence, & Respect**

**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. Barbara Howard, Dr. Chaiqua Harris, Ms. Ella Moore-Boyd, Dr. Jie Ke, Dr. Patrice Jenkins, Dr. Melody Vaughn, Dr. LaDonnya Drummond, Dr. Jessica Murphy, Dr. Brian Anderson, Dr. Candice Brown, Dr. John Watts, Dr. Anwar Ahmad, Dr. Thomas Kersen, Dr. Kenyatta Stewart, Dr. Jacqueline Loggins, Dr. Tony Lattiker, Dr. Bernice McKinney, Dr. Edmond Merem, Dr. Jean Claude Assad, Dr. Phalaniappan Thiagarajan, Dr. Chandar Lewis, Dr. Trenia Allen, Dr. Isaiah Marshall, Dr. Kaye Sly, and Dr. Li Jing Chang.

1. **Welcome** - The meeting was called to order at 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 April 2021 were approved pending any corrections.
3. **Faculty Survey –** Dr. McLin reviewed the results of the Faculty Senate Survey with the Senate using a shared screen. She reported that the survey was available for 6 weeks, and resulted in 190 faculty members participating representing all colleges. Dr. McLin indicated that she will provide a formal presentation to faculty and facilitate an in-dept discussion with key points once the recommendations have been summarized. She indicated that the plan is for the faculty and staff senate survey results to be shared together. Dr. Kersen requested that the survey be administered annual. Dr. McLin indicated that the plan is to administer the survey annually.

Unfinished Business:

1. **Report of Standing & Special Committees / Faculty Senate Reporting Form -** Dr. McLin reported that she will be sending out the sign up forms for Senators to volunteer on committees.

**Mr. Spann: Website &Budget/ Recommendation Reinstate University Budget Committee** – Mr. Spann reported that the website is up to date and the new faculty compliant form can be found on the website. Mr. Spann reported that the Faculty Senate budget this semester is $7,166.01. The line items are travel, food, office supplies, and awards. The committee is recommending that the University budget committee be reinstated. Mr. Spann has requested the overall University budget from the CEO, Mr. Brown.

**Dr. Leggett: Research** – Dr. Leggett reported that she received no recommendations on the research policy and was informed by President Hudson that they are moving forward with the policy. Dr. McLin reported receiving many complaints about the research office.

**Dr. Hines Faculty Life** -Dr. Hines reported that the summary of feedback on the faculty handbook and Promotion and Tenure drafts were sent to the Executive Committee in May. She reported that she will present the findings to the general senate meeting in September. The goal is to provide the recommendations to the Provost in October.

**Dr. C. Howard: Curriculum & Teaching, Parliamentarian Amend By-laws** –Dr. Howard reported that the committee has focused on finalizing recommendations on the faculty handbook and making available information pertaining to the Teaching and Learning project that Dr. Pizzetta is leading. She reported that Dr. Pizzetta attended their meeting and provided specifics on the project and how the University committees could work with faculty and the project. Dr. Howard shared that the committee did not meet in August but will meet in September.

1. **Proposed Bylaw Changes** – The Executive Committee discussed what is diligent according to Article 7 and will be presenting a proposed change for approval in the September faculty senate meeting. Dr. C. Howard read the following statement: “Each academic department in the University will elect a Senator and one Alternate in the Faculty Senate. If any department is not represented at three consecutive meetings at the Faculty Senate, the Executive Committee will notify the Chair of that department to make the aware that they are not being represented”. Dr. C. Howard will send out language for the proposed changes to the bylaws.

In addition, the Faculty Senate will elect three Senators-At-Large during the next meeting. Dr. C. Howard, Dr. Rettger, and the Nominating will send Senators information for nominations.

1. **University Strategic Plan, Updated Organizational chart** – Dr. McLin reported that President Hudson has indicated that he plan to finalize the Strategic Plan and send it out in September before his Inauguration in October.
2. **Covid Taskforce: Covid-19 vaccinations requirement, weekly testing of students, faculty cleaning supplies & PPE, classrooms, etc**. – Dr. McLin reported that the Taskforce committee met all summer until June. She indicated that she and Dr. Houston reached out with procedure questions. The University wants 80% classes to be face-to-face. Faculty has expressed concerns regarding cleaning of classrooms and mandatory vaccinations. The Provost has indicated that there should be written documentation on the back of doors of classrooms after daily cleaning. The President reported to the Executive Committee that we are following guidelines of the Board of Trustees and the Governor; which currently does not support a mandate of vaccines. Dr. McLin will email Mr. Bolden regarding daily COVID numbers not being updated and IT issues. She request that Senators request PPE and supplies if they need them. It was also suggested for security concerns in classrooms faculty she dial 2580 for assistance. Dr. Barbara Howard expressed concern with students who are in school districts where COVID cases are high. She shared that graduate students have had the campus experience and each college should be evaluated individually. Dr. Jessica Murphy asked if contact tracing is being done in her department. Dr. McLin indicated that we have requested updated steps for contact tracing, who the contact person is, and how students are notified. Faculty expressed the need to know the plans for contact tracing after Labor Day and if we are considering ending the semester prior to the Thanksgiving Break. There was a statement from Mr. Bolden indicating that the University is updating the protocols for Fall 2021 and we continue to operate under the Spring 2021 protocols. Faculty members were encouraged to put all concerns in writing and send the facultysenate@jsums.edu.
3. **Security:** **Card swipes all classroom doors security, etc**. – Dr. McLin indicated that President Hudson reported that the University plans to have card swipes in all buildings and classrooms, however, the priority is resident halls where students live. He indicated that installing card swipes for classrooms is a big project and it is plan for the future.
4. **Faculty & Staff Pay Study** – Dr. McLin expressed concern that the RFP has not gone out and indicated that it should have gone out by August 15th. She indicated that the RFP is with Ms. Nelson in the procurement office. The plan is to begin the study in Spring 2022.
5. **Division of Research Concerns** – Dr. McLin expressed that there continue to be concerns regarding the VP of Research, lack of support for grants, the research policy and failure to respond to requests. Request for a 6 year trend, the incentive policy and faculty training opportunity updates have not been answered. Dr. McLin indicated that there need to be coordination between the research and the Provost office. It was recommended that we invite Dr. Whittaker to our meeting to answer predetermined questions, report on the 6 year trend, the organizational chart for the research office, the mission of the office,e and provide the research office annual report.
6. **Faculty Contracts Academic Year 21-22 –** The Provost has reported that she will be mailing contracts out.
7. **Remind Academic units no scheduled meetings between 10 am-11:15, on 4th Thursday of the month (Faculty Senate meeting). Note we adjust or dates for University Convocation as needed -** Dr. McLin has requested that the Provost email Deans and Chairs reminding them to forward the Faculty Senator name to facultysenate@jsums.edu email asap and remind them not to schedule meetings on the 4th Thursday during Faculty Senate meetings.
8. **OAA organizational chart** – The provost has indicated that she will send her organizational chart to the Faculty Senate and announced that Dr. Consandra McNeil is her Assistant Provost.
9. **Update of SACSCOC/ QEP Faculty** **Liaison** – The announcement for the Liaison has been sent to Human Resources. There were 3 SACSCOC recommendations: 1) faculty credentialing; 2) CFO position; and 3) coordinator positions. It was reported that the issues identified have been resolved. It was reported that there continue to be problems with faculty credentialing because some faculty have not been returned to the classrooms.
10. **Faculty Handbook & P & T (search process, faculty grievances, committee membership, etc. Faculty Senate Recommendations –** The drafts will be sent to faculty senators again for input and recommendations. Some areas of concern include; faculty harassment, Deans and Chairs changing grades, and the make-up of search committees.
11. **Evaluation Drafts (Chairs & Deans)** – The Provost reported to the Executive Committee that the University has purchased software to facilitate the evaluation of Deans and Chairs and the Promotion and Tenure process. The goal is to begin evaluating Deans and Chairs in the Spring.
12. **Hyflex Classrooms** – It was reported that some classrooms in the E-center and Liberal Arts have issues with tripods. Other concerns reported include; poor ventilation, mold, inoperable projector screens, wifi issues, light bulbs out, and IT issues. Dr. Assad suggested that the issue of classrooms with windows that don’t let up and other ventilation issues be reported to the COVID Taskforce.
13. **School of Public Health Update** – Dr. Leggett reported that the concerns reported earlier have not been resolved.

**New Business:** Faculty Hall of Fame, Fed Ex Speaker Series/Mini Grants & Intercollegiate Athletics Committee, United Faculty Senate Association of MS & United Campus Workers of America <https://ucwms.org/>

Faculty Hall of Fame – Dr. McLin reported that we will probably plan an activity to acknowledge the Faculty Hall of Fame recipient. She indicated that she is seeking and endowment to support the Faculty Hall of Fame.

Fed Ex Speaker/Mini Grants & Intercollegiate Athletics Committee - Dr. McLin reported that she is working with other faculty to coordinate a series workshops which she hopes to begin in September. There will be 4 workshops and a $500 honorarium will be provided to the presenter. There will also be 6 graduate assistance student tuition waivers provided. Dr. McLin reported that she reached out to Dr. NewKert-Turner regarding our concerns with the athletic department. She will continue meeting with Mr. Ross the NCAA Compliance Officer to facilitate a better working relationship. Mr. Ross has expressed that he wants faculty to play a role in supporting/mentoring/tutoring students. The Provost is looking for funds to support this effort.

Dr. McLin reported that she has begun to participate on the United Faculty Senate Association of MS. where they are supporting each other on common issues like COVID, pay equity, and shared governance. They have met twice and have elected the executive committee. Dr. McLin will be serving as the Secretary on the committee.

United Faculty Senate Association of MS & United Campus Workers of America <https://ucwms.org/> - Dr. McLin is seeking additional information on the organization. There is a meeting planned with a lawyer present to discuss rights of faculty and staff during COVID. She has sent the faculty information on the HBCU conference; they have sent out a call for papers out.

1. **For the Good of the Order**

It was suggested that members of search committee be tenured. Senators expressed concerns with teacher assignment changes. It was suggested these concerns be put in writing.

1. **Adjournment -** Dr. Sophia Leggett moved to adjourn the meeting. The motion was seconded by Dr. Carolyn Howard. The meeting was adjourned at 11:59am.

Submitted September 21, 2021 by Dr. André Hines, Secretary