Minutes

Called to Order

The meeting was called to order at 5:22 p.m. in room 145 SBE; Stanley Johnson, Chair presided. Linda Wilson-Jones, Secretary, recorded the proceedings.

Roll Call

Abokor, A.; Aghajanian, A.; Ajani, Timothy; Breitzer, Jonathan; Cezair, Joan; Chao, Shirley; Diaz, David; DeValve, Michael; Dubas, Khalid; Ellis, Richard; Gillis-Olion, Marion; Frobish, Todd; Jackson, Pamela; Johnson, Stanley; Keane, Frank; Lee, Baeyong; Lorenzo-Alonzo, Maria; Markham, Elizabeth; McShane, Edward; Umantsev, Alexander; Van Cantfort, Thomas; Wilson-Jones, Linda; Woods, Chrisita.

Adoption of previous minutes

Minutes of the November 18, 2004 meeting were approved with corrections.

Adoption of the Agenda

The agenda was amended and adopted upon a motion made, second and unanimously approved.

Opening Remarks

Remarks from Provost Gillis-Olion.

Chancellor Bryan was absent due to a legislative meeting.

(a) Top priority is the use of renovation money. Fayetteville State was reported as doing a good job with for building upkeep based on formula. The formula is used to distribute bond issue funds for the use of renovation and repairs. Other UNC campus used the funds to build new building.

(b) Assistance from Faculty Senate with options and alternatives for textbooks. Students have voiced comments that professors are not using required course textbooks and that purchasing textbook that are not used is a waste of their money. Resolution from FS that could be optional in syllabi format that offers alternative course materials in lure of recommending textbooks.
(c) Professional Development. Deans from each department will select faculty to attend workshop in Greensboro, NC. Faculty should work collaboratively to promote student learning. The workshop will be held at Bennet College, the faculty members selected will be provided transportation, (state car), over night accommodations, meals, and registration. This is a one-day workshop.

(d) Update on Faculty Evaluation System. A workshop will be held on campus December 3, open to all faculty members. The Committee on Faculty Development will participate to revamp our evaluation system. Department chairs should notify faculty. A continuation of this workshop will be announced soon.

(e) Changes in UNC Policies. Phase retirement policy modified; faculty who meets the criteria can teach two courses for one year at 3,000 per course. A workshop to explain these changes will be conducted during the Mid-Year Conference. Other changes such as a half of previous year’s salary. Please consider attending this workshop.

(f) Guidelines for Awards for Teaching and Governor’s Awards for Teachers were approved on September 10, 2004.

(g) Awarding Posthumous Degrees. Currently the university does not have a policy in place for awarding this degree; however a gracious award, criteria for the award should be uniform across the campus disciplines. The Executive Committee of the Faculty Senate should be involved in developing polices for awarding this degree. The criteria should reflect a time frame and other vital components. There is a request for the December graduation, however, this should be a well thought out decision and not rushed. Family members will appreciate the award when it is made available. The policy should therefore note the criteria and process. Faculty may want to view other universities’ policy.

(h) Chancellor Bryan remarked that faculty should research best practices of other universities. Look beyond the UNC system, Google search. Legal wording will be provided by upper administration.

(i) Question: November 30, 2004 is Assessment Day; can faculty teach on this day? Provost Olion. This day is optional for faculty members to attend class. It is left to the discretion of the instructor. In the past, the senior survey was administered; there are no pressing assessments to be administered on this day. A notice of explanation will be distributed to faculty.

(j) The Board of Trustees has approved Faculty Sick Leave Policy. Chancellor will check three modifications to the policy. The final version and forms that accompany the Sick Leave Policy will be posted on FSU’s website.

Chancellor Bryan had no formal remarks.
Remarks for Stanley Johnson, Chair

(a) Send textbook suggestions to secretary, the comments and suggestions will be compiled and discussed during the next Executive Board meeting.
(b) Shirley Chao is ill and will be out until January 2005. A get-well card will be circulated to faculty senate members for signatures and passed on the Shirley.
(c) Tenure and Promotion Policy. Communicate with faculty in other departments for suggestions and input; give comments to Governance Committee.
(d) Report Faculty Senate meetings and current news in your departmental meetings.
(e) The Tenure and Promotion Committee will re-word the document and vote on the policy. This will be a general description, each college or school will decide on tenure and promotion along with the appeal process. It is therefore imperative that members of the Faculty Senate share information with other faculty within departments to keep them informed.
(f) Chancellor Bryan has agreed to meet regularly with the Executive Board to improve communication and to discuss items of concern.

Report of Faculty Assembly

Raeford-Curry stated that Jeff Passé, chair of the Faculty Assembly has requested a meeting with the Faculty Senate to open the lines of communication among the two groups. Historically Minority Institutions (HMI) is a permanent committee with special initiatives, and he wants to address the overall purpose. Many concerns overlap with governance of a university. It was motioned and second to include Mr. Passé’ on the Faculty Senate future agenda. It is vital that an invitation for a visit be granted before the next Board of Governance’s meeting. HMI committee was approved and is now a standard committee. Senators were asked to read e-mails from the Faculty Assembly and view minimal standards and best practices across all sixteen institutions. Survey and results are posted on the web.

Budget
President Molly Broad approved a 7.25% raise for faculty.

Committee Reports

Academic Affairs reported six new proposals for new programs and courses within an existing program:

- Master of Arts in Teaching Degree (MAT)
- To change: (a) the title of ACCT 211 Principles of Accounting I to Financial Accounting and Reporting; (b) MIS 300 Information Systems Theory and Practice,
PHIL 110 and ENGL 110 as prerequisites for Legal Environment of Business, and (d) ACCT 412 Government and Public Accounting to a required course and Accounting Theory to an elective course.

- Master of Social Work Program requests for an addition of a new course to its curriculum. The course is SWRK 640; Professional Writing for Social Work

- Intent to Plan Online Degree Completion Program for the Bachelor of Science Degree in the Department of Criminal Justice

- Notification of Intent to plan a Master’s Degree program in Public Administration

- Intent to Plan an ESL Add-on program from the English Department.

It was motioned and second to approve the report from Academic Affairs and prepare proposals for transmittal for approval to Chancellor.

Old Business

Discussion on ISCPSR data sets. Although, the data program failed to receive final approval for purchase, faculty involved in research could benefit from the purchase of the data set.

New Business

Health Care Program. The UNC system is in the process of viewing health care plans to provide better coverage. Faculty’s input on this matter is welcomed please respond to the survey which will be sent out to all UNC Faculty.

Resolution on Shared Governance. Van Cantfort stated that the faculty senate’s role is to share in the governance of the university, which includes such issues as, Family Sick Leave and Tenure and Promotion Policies. The senate plays a role in the implementation of programs and campus governance. A call meeting with the Chancellor (11-17-04) to discuss these concerns was productive. The Resolution was tabled until a follow-up meeting with the Chancellor. It was motioned, second and unanimously approved to table the Resolution on Shared Governance until the Executive Board can schedule a follow-up with the Chancellor.

Campus Safety Concerns. Actions are under way to address sidewalks on campus, sufficient lighting around the Library, and hazards in the dooms. Ellis distributed pictures taken of students moving from classes on sidewalk. The
sidewalk safety issue and campus lighting puts the university at risk. It was suggested that ideas to resolve this issue be collected and forwarded to the Chancellor and Provost. Ellis also suggested the possibility of administering a survey to students on campus safety and report results to the Faculty Senate for discussion and implementation.

**Special Thanks**

Thanks R. Ellis for your participation and input in providing refreshments.

**Announcements**

The December meeting will be postpone, however, a call meeting may be necessary in the event of pressing business matters.

**Adjournment**

There being no further business, the meeting was adjourned at 8:17 p.m.

Respectfully submitted,

Linda Wilson-Jones, Ph.D.