



James E. Shepard, Founder

Faculty Senate Office

North Carolina Central University Faculty Senate Meeting

AGENDA

Friday, October 7, 2011
2:00 PM, Mary Townes Science Complex

- I. Call to Order: Prof. Sandra Rogers, Faculty Senate Chair
- II. Announcements – (see handout)
- III. Approval of Minutes of Sept. 2, 2011
- IV. NCCU Student Government Association – Mr. Reginald McCrimmon, President
- V. Administrative Update
 - a. Chancellor Charlie Nelms
 - b. Provost Debbie Thomas
- VI. Student Disability Services – Ms. Kisha Lee
- VII. NCCU Budget Update – Vice Chancellor Wendell Davis
- VIII. Office of Research and Economic Development
 - a. Division of Sponsored Research & Programs – Ms. Edith Hubbard
 - b. Research Compliance – Dr. Undi Hoffler
- IX. UNC Faculty Assembly Report – Dr. George Wilson & Prof. David Green
- X. New Business
 - a. Faculty Senate Committees
 - b. Faculty Senate Update
- XI. Adjournment



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NORTH CAROLINA CENTRAL UNIVERSITY
Faculty Senate Meeting
Friday, October 7, 2011 – 2221 Mary Townes

MINUTES

Those present:

Senators and Alternates: Art: Achameleh Debela; Biology: Amal Abu-Shakra; Chemistry: XX; Criminal Justice: XX; English & Mass Communication: Brett Chambers; Tom Smythe; Envir., Earth/Geosp. Sciences: XX; Health Education: xx; History: Terry Mosley; Human Sciences: Wadeeah Beyah; Library & Information Sciences: Robert Ballard; Deborah Swain; Math & Computer Sciences: Xinyu Huang; Hayk Melikyan; R. N. Uma; Modern Foreign Languages: Claudia Becker; Lina Cofresi; Music: Candace Bailey; Nursing: Ernestine Lassiter; Physical Education & Recreation: Arcelia Jeffreys; Beverly Allen; Physics: Marvin Wu; Political Science: XX; Public Administration: Dohyeong Kim; Psychology: Sandra Waters; Sociology: Sandra Rogers; Robert Wortham; School of Business: Lionel Thomas; Aditya Sharma; School of Education: Nancy Reese-Durham; Masila Mutisya; Sandra Jackson; School of Law: Reginald Mombrun; Shepard Library: Hafsa Murad; Yan Wang; Social Work: Larry Williams; Theatre: Stephanie Howard; BRITE/Pharmaceutical Sciences: Al Williams

Ex-Officio Members: Debbie Thomas, Provost; Jim Harper, Interim Assoc. Dean of College of Liber Arts; Bernice Johnson, Asst Vice Chancellor Academic Services; Keith Piques, Dean of School of Business; Shawn Stewart, Asst. Vice Chancellor/Res, Eval, Plan; Elwood Robinson, Dean of College of Behav and Soc Sciences; Ontario Wooden, Dean of Univ College; Cecelia Steppe-Jones, Dean of School of Education; Abdul Mohammed, Dean of College of Science and Technology, Irene Owens, Dean of the School of Library and Information Sciences

Guests: George Wilson, Criminal Justice; Vinston Goldman, Psychology/Faculty Assembly; Vicki Lamb, *ad hoc* Faculty Handbook Committee Chair; John Smith, Director of Information Technology; Jesse Mann, Physical Education & Recreation; Gary Bowr, Student Affairs/OSRR; David Kroll, Pharm Sci/BRITE Chair; Kimberly Pfeiffer-McGhee, Extended Studies; Janice Dargan, Sociology; Breyton Smith, Dominique Thompson and Keren Campbell, Grad Student Assoc; Muhmud Mansaray, Research, Eval, and Planning; Daphine Richardson, Chair of Staff Senate; Harvey Hinton, School of Ed/Curriculum; Wendy Rountree, Interim Director, Faculty Prof Dev; Gregory Cole, Chair, Biology; David Green, School of Law; Prince Bull, School of Ed; E. Joyce Roland, Nursing; Jeanette Barker, Director, Institutional Effectiveness; Theodosia Shields, Director of Library Services; John Clamp, Biology; Minnie Sangster, Former Chair of Senate/Executive Committee

- I. **Call to order:** Prof. Sandra Rogers, Chair, called the meeting to order at 2:07 p.m. Roster for signing in passed available at back door and at front of room. Minutes from September distributed by email. Agenda and Announcements available as handouts.
- II. **Announcements:** (Please send Senate announcements to Dr. Claudia Becker, Vice-Chair, at cbecker@nccu.edu by November 1 for next meeting.) As Prof. Rogers noted, “the faculty is coming out of silos and engaging in activities in other areas and especially with students.” She reminded faculty to include service on their resumes.
 1. Denim Day – 9/7 (support National Breast Cancer Awareness Day and Month)

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2. Invitation to participate in State Employees Combined Campaign – contact drichardson@nccu.edu
3. Tau Sigma National Transfer Honor Society Meeting – 10/14, 4-5pm, Student Union.
4. General Faculty Meeting – 10/14, 2 pm, Miller-Morgan
5. Workshops from Office of Faculty Professional Development: “Combining Caring with Rigor” by Dr. Kathryn Wymer, 10/25, 11:30am, and “Using Technology to Build Rapport” by Dr. Matthew Cook, 11/4, noon; both are in Room 252 Farrison-Newton
6. Textbook Adoptions (Online process at www.nccu.bkstr.com; use 0108 for password.) – due 10/17 (see www.rentatext.com for rental options and www.afescribe.com for digital options for books)
7. Founder’s Day Convocation – 10/28, 9am, McDougald-McLendon
8. Faculty Senate will next meet 11/4, 2:00pm, location TBA.
9. Dining with Faculty Day – 10/27 (lunch and dinner shifts); volunteer to serve students by 10/14.

III. Approval of Minutes of September 2, 2011: After verifying there was a quorum present (following presentations), minutes were presented for approval. It was moved by Dr. Amal Abu-Shakra, seconded by Dr. Nancy Reese-Durham, and approved unanimously to accept with changes (to correct attendees list) that the Sept. minutes as distributed in email and presented by Dr. Deborah Swain, Secretary.

IV. NCCU Student Government Association:

- A. President Reginald McCrimmon addressed the Faculty Senate and invited faculty to engage with students. The SGA is also talking about engagement. At weekly executive board meetings they go over topics: (1) the SGA is highly involved in professionalism, attitudes, and academics at an HBCU; (2) concerning Academics they see gap between Student Affairs and Academic Affairs/Faculty or need for collaboration, and they support establishing more accountability for students with administration and faculty; (3) the classes students remember most where experience comes “full circle” and teacher involved outside the classroom instead of “cookie cutter” approach to all students; (4) it is a misconception that students do not care; he recommends to students to express themselves if they do not “get it” and shares his “go get ‘em” approach to studying fellow students. He expressed concern for the students we have lost and noted tensions about students being removed. He recommends more collaboration in the future between students and Academic Affairs.
- B. Question and Answers: During discussion, Dean Celia Steppe-Jones noted projects by Dr. Bernice Johnson to teach faculty about different learning styles and described how professors may have content knowledge but not pedagogical knowledge about how to teach. There are workshops for faculty. Mr. McCrimmon responded that SGA knows students must do their part, too. When

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asked for strategies by Dr. Larry Williams, Mr. McCrimmon shared experience with helping roommate get involved and preparing cousin transferred from a community college. Again, he emphasized that have conversations with students outside class and asked faculty to sit on panels and programs. Even if a fast-paced summer school class, he asked faculty to help explain material when students ask. Dr. Sharon Ware described student getting second degree in Nursing being concerned about flow of classes and relevance

Faculty discussion included need for measures beyond SRIs to reflect day-to-day activity, the use of rate-my-professor web software, how colleagues may need to make teaching adjustments no matter whether you were born in the US or not, NCCU students should not be stereotyped, and how well Mr. McCrimmon presented student issues at the August Faculty Institute/Conference. Prof. Rogers recommended faculty take in information about teaching styles and thanked everyone for communication, collaboration, and collegiality.

C. **TEACHING AWARDS:** Dr. Michele Ware provided handouts and reviewed the requirements for the NCCU Award for Teaching Excellence and the UNC Board of Governors Award for Teaching Excellence. Nomination letters due to Faculty Senate Office by Oct. 15 for the latter and Nov. 15 for the former (portfolios due December 15 and January 15 respectively). Letters of recommendation should be sealed with name of recommender written across the seal. Details available from Dr. Ware at 530-7461. She noted that “if you don’t nominate, we can’t award.”

- V. **Administrative Update:** (Chancellor Charlie Nelms was not available due to Board of Governors and administrators’ meeting.) Provost Debbie Thomas addressed the Faculty Senate noting with glee the successful presentation of Ph.D. degree proposal to Board of Governors today and how it showed true collaboration and was called very comprehensive so no questions were left. She thanked Dr. Johnson for talking points and representing her in case Dr. Thomas was unable to attend. She addressed: (1) The budget we have does represent 14% cut level but we are in better shape than many across the country. About 50 fulltime and adjunct instructors lost leading to fewer sections being available in some departments and possibly students needing more time to graduate. Dr. Thomas expects faculty to meet work load as expected. Although fewer instructional materials may be available, Dr. Theodosia Shields, Director of the Library, has noted lessening of impact due to electronic databases. (2) As chief academic officer, Provost Thomas expects to improve graduation rates noting need to consider 4-year graduation rate, not 6-year in the current “new normal” climate. NCCU can be a leader of the pack and set the pace as we did with academic progression policy, which we are implementing

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and now have to being the real work to support. It can be difficult but appropriate to enhance the intellectual climate and commit to academic success instead of being co-conspirators in a process that leads students to taking too many hours in course after course and not graduating. Noting that over 700 students were impacted when dismissed, but now will not build financial debt with school loans. (3) She reported how UNC President Ross in meetings and recent inauguration, he encouraged faculty to do more with less and be innovative. Provost Thomas emphasized “collaboration” as an important word pointing to intra/cross discipline work as well as inter-discipline, which is, seeking out collaborations. With less reliance on “brick and mortar,” teaching online is an imperative. Recalling President Ross’s words (“we’ll do what is right, do it well, and do it together”), she conveyed his message to be an institution of the people, support global collaboration, and meet the needs of the state³ of NC today and tomorrow. In a recent 5-hour meeting with deans, the Provost emphasized need to streamline for efficiency.

During Questions and Answers, she was asked about class capacity of 30 and responded that we need to look at capacity of the institution and not one classroom in general. She deferred to Wendell Davis when asked whether she anticipated more budget cuts. He noted cut small this year. In questions about online content and hybrid courses, Provost Thomas remarked that not all courses can be delivered online but that faculty should contact Ms. Kimberly Pfeiffer-McGhee if they want help preparing an online class, and that we need to consider putting programs, not just courses, online. Furthermore, when it was noted that online courses nationwide have lower retention, the Provost agreed that it depends on the student and type of course. It is a different modality when integrating more technology in teaching and a new model may be needed. Finally when asked about overload contracts not being ready, Provost Thomas says there are many contingencies, she is reviewing overload funding, and typically compensation may be the next semester.

- VI. UNC Faculty Assembly Report:** Prof. David Green, Law School, thanked the Provost for covering many issues from President Ross as the Faculty Assembly had been addressed by him also. He, however, described incident during which **Dr. Sandie Gravett**, Chair, asked schools to be consistent about academic policies, but used old data about NCCU policy. Fortunately, Prof. Sandra Rogers was able to address the assembly as encouraged by Prof. Green and Dr. George Wilson, NCCU representatives, and correct the error. Other university representatives were able to hear how an HBCU can take help the poorest, as noted by Elizabeth City State, but as shown by NCCU also admit talented students, not the leftovers. President Ross warned assembly not to expect to see the good economic times of the 1990s again soon and emphasized collaboration among institutions. In speaking to NC Legislators and new Republicans on the Board of

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Governors, Green emphasized need to make it clear the impact of cuts on classroom hours, for example, with a business perspective as legislators may not understand preparation and other time needed outside the classroom. And to be sure the new administrator, Susan O'Tatum, hears our NCCU story, such as new academic progression policy, coordination with financial aid where caps are felt, and monitoring both over the next few years.

Professor Rogers called the NCCU Faculty Assembly representatives a dynamite trio and warned that we must be on top of our game telling our story accurately. "You are a walking billboard for NCCU."

- VII. NCCU State Employees Combined Campaign:** Ms. Daphne Richardson addressed the Faculty Senate about the campaign for donations (formerly the United Way Campaign) and described how at least 10 different charities would benefit from our contributions. In 2009 there was no campaign and only \$240 was raised from 5 people. But in 2010, \$32,585 was raised from 398 on campus. She hope more will participate this year. See Johnnie Southerland (x.7908) or Ms. Richardson (x.5293), who is in Hubbard-Totten if anyone wants to come see her with contribution.

Prof. Rogers noted the faculty is not competing with the staff, but faculty volunteering is low. She hoped faculty would contribute as the charities represented in the campaign are wonderful for the community.

- VIII. Online Textbook Adoption:** Representing the Book Store, Mr. Tim Moore, Ms. Stephanie Getchell, and Jacqueline McDowell addressed the Senate. They encouraged faculty to visit the new, 10,000 sq. foot store (the old store only had 3,000 sq. ft.). The deadline for textbook adoption reports for Spring 2012 is October 17. This semester faculty would not be asked to submit into Banner. Handouts were distributed describing how to list book orders online. The store code is 0108. Faculty had compliments about the new online procedure and noted improvements in learning and growth each semester for the textbook system. Ms. Getchell invited everyone to Open House on October 12 with refreshments and raffle. Faculty can bring over their book orders, and get assistance. Mr. Moore noted that they were encouraged to take advantage of new technology and that he was in continued conversation with the Provost on the process. Streamlining the process was making sure students would see textbook lists immediately. (Mr. Moore also encouraged faculty to use the print shop.)

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During Questions and Answers, it was noted that students had lost confidence in the past and were using e-Bay. Mr. Moore has met with Dean of the Law School and is addressing concerns. Ms. Getchell noted that the Book Store is remedying processes each semester and eliminating bugs in the systems. Prof. Rogers asked about concerns about school colors and general merchandise not being maroon and sliver or gray, but graduation invitations, for example, being gold and maroon. Ms. Getchell explained that specific NCCU colors on PMS chart are used by the store. Mr. Moore said he would work with Public Relations about concerns, such as gold and maroon trash cans being ordered.

- IX. NCCU Budget Update:** Vice-Chancellor Wendell Davis spoke briefly to the Faculty Senate noting that Provost Thomas had covered several budget issues. In real dollars, the university had a \$9.2 million cut and that since 2001, \$60 million had been lost. “Those days [the 1990s] may not come back.” In the new year, he anticipates perhaps \$2 million being cut across all campuses. He expects a visit from the General Assembly’s Fiscal Committee and will be ready with strategic priorities. The loss of 700 students did affect the bottom line. With the new political climate, compromise may be hard to achieve. During Questions and Answers, Dr. Robert Ballard noted that this was the first time many faculty had heard about across-the-board cuts. Prof. Rogers noted that cuts and budget are under review, **and that enrollment in graduate school was down**. However, Provost Thomas noted that enrollment was down across the country.
- X. Office of Research and Development:** Dr. Undi Hoffler, Research Compliance, and Ms. Edith Hubbard from the Division of Sponsored Research and Programs, addressed the Faculty Senate

Dr. Hoffler spoke on behalf of Vice-Chancellor Hazell Reed and presented PowerPoint slides, including an Organization chart for the Division of Sponsored Research and Programs. There is a vacancy in the position of Associate Vice-Chancellor for Economic Development and Engagement, but they hope to fill it and meet the goals of the Chancellor. She also noted dotted line reporting from Kathy Riggsbee in budget office working for Vice-Chancellor Wendell Davis. The purpose of the Office of Research Compliance is to monitor all research, address potential hazards, support faculty, and protect the institution if there is non-compliance. Other focus areas include financial grants management, radiation and safety, misconduct in science (such as plagiarism and fabrication), export controls, conflicts of interest, and intellectual property and technical transfer.

[It was moved, seconded, and approved to add 15 minutes to the meeting.]

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Dr. Hoffler reminded faculty to consider stock holdings and all interests, including reporting honorariums, but noted that all conflicts may not be non-compliant. Contact her if questions. There is a CITI (Collaboration Institute and Training Initiative) training module available, so faculty and post-docs/fellows should complete it. There would be an NCCU training session on October 20 in the BRITE to cover human subjects, collaborative research, and data management. Documents are available at the Office web site, too, for principal investigators (PIs) and others on eligibility requirements, sponsored awards, and time/effort reporting.

Ms. Hubbard shared slides on the purpose of the Division of Sponsored Research and Programs, noting the purpose is to help facilitate research and to help get grants. Although her office has lost one administrator during budget cuts, with Ms. Kendra Cardwell and others, faculty can help get grant proposals completed. She recommended faculty sign up to be part of the Community of Science. There have been and will be more workshops on grant writing. She warned all to avoid waiting until the due date and to give her office 10 working days. Proposal Development includes technical compliance and budgeting; her office can help. A new database submission system, RAMSES, is coming in December. Ms. Hubbard warned with an example that funding reports must be done or money may have to be returned. In response to Questions, she would get back to the Faculty Senate about field trip to Kannapolis to see about collaborative grants and to Washington, DC with Dr. Reed to learn about national foundations and granting agencies. She provided a handout from the Dept. of Health and Human Services and a few mouse pad “goodies” for senators present.

- XI. New Business:** Prof. Rogers, Faculty Senate Chair, announced and introduced the new Faculty Senate Executive Administrative Associate, Ms. Rosalind Coleman, who will be running the Senate office from 8-5pm weekdays. Prof. Rogers noted that today was Denim Day (in honor of Breast Cancer Awareness). She will use email to communicate with committees. Dr. Swain, Secretary, had provided sign-up sheet to indicate standing committee interests and handbook policies requiring all senators participate.
- XII. Adjournment:** It was moved and seconded that the meeting adjourn. Prof. Rogers adjourned the meeting at 4:21 pm.

Respectfully submitted,

D. E. Swain

Deborah E. Swain, Ph.D.
Secretary, Faculty Senate and Member of Executive Committee
Associate Professor, School of Library and Information Sciences