



James E. Shepard, Founder

**North Carolina Central University
Faculty Senate Meeting**

AGENDA

**Friday, March 2, 2012
2:00 PM, Miller-Morgan Auditorium**

- I. Call to Order: Prof. Sandra Rogers, Faculty Senate Chair
- II. Announcements – (via email)
- III. Approval of Minutes of February 3, 2012
- IV. Administrative Update -
 - a. Chancellor Charlie Nelms
 - b. Provost Debbie Thomas
- V. Faculty Workload Survey – Dr. Chanta Haywood, Dean of Graduate Studies and AVC of Graduate Research
- VI. Registrar's Update – Dr. Jerome Goodwin
- VII. Bookstore Update - Mr. Tim Moore, Ms. Stephanie Getchell, Ms. Jacqueline McDowell
- VIII. Faculty Senate Standing Committee Reports:
 - a. Executive Committee
 - b. Academic Policies Committee
 - c. Campus Relations and Welfare Committee
 - d. Faculty Governance Committee
 - e. Faculty Research and Professional Development Committee
 - f. Honorary Degrees, Memorials, and Special Awards Committee
 - g. Faculty Handbook Committee
 - h. Committee on Committees
 - i. Nominating Committee
 - j. *Ad hoc* Senior Faculty Advisory Committee (update)
- IX. New Business

X. Adjournment



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NORTH CAROLINA CENTRAL UNIVERSITY
Faculty Senate Meeting
Friday, March 2, 2012 – Miller-Morgan Auditorium

MINUTES

Those present:

Senators & Alternates: **College of Behavioral & Social Sciences:** Criminal Justice: Lorna Grant; Tonya Hall; Public Health Education: LaShawn Wordlaw-Stinson; Human Sciences: Wadeah Beyah; Phy Ed & Recreation: Lei Guo; Hsin-Yi Liu; Political Science: Ansel Brown; Public Administration: Kim Dohyeong; Psychology: Sandra Waters; Sociology: Robert Wortham; **College of Liberal Arts:** Art: Achameleh Debela; English & Mass Communication: Brett Chambers; John Prince; Charmaine McKissick-Melton; History: Terry Mosley; Modern Foreign Language: Claudia Becker; Music: Baron Tymas; **College of Science & Technology:** Biology: Mildred Pointer; Chemistry: Fei Yan; Math & Computer Science: Ravanasamudram Uma; Hayk Melikyan; Pharmaceutical Science: Alfred Williams; Physics: Marvin Wu; **School of Business:** Lionel Thomas; Education: Nancy Reese-Durham; Clarence Davis; Masila Mutisya; Nursing: Sharon Ware; Ernestine Lassiter; **School of Law:** **School of Library & Information Sciences:** Deborah Swain; Robert Ballard; **J.E. Shepard Library:** Doris Sigl
Ex-Official Members: Chancellor: Charlie Nelms; Provost :Debbie Thomas; Associate Provost: Bernice Johnson; Assistant VC: Janice Harper; VC & Chief of Staff: Susan Hester; Dean: Ontario Wooden; Dean CST: Abdul Mohammed; Dean of CBSS: Elwood Robinson; Dean of School of Education: Wynetta Lee; School of Graduate Studies Dean: Chanta Haywood; Dean of CLA: Carlton Wilson
Guests: George Wilson; Kwesi Aggrey; Minnie Sangster; Alade Tokutu; Kesha Lee; Vicki Lamb; Mengie Parker; George Cliette; Stephanie Freeman; Brenda Womble; Stephanie Getchell; Jacqueline McDowell; Arcelia Jeffreys; Kuldip Kuwahara.

- I. **Call to order:** Prof. Sandra Rogers, Faculty Senate Chair, called the meeting to order at 2:00 p.m. A brief comment by Ms. Kesha Lee, Student Services, was added to the Announcements.
- II. **Announcements:** Announcements were provided in email. **REMINDER: May 10 is date for Annual Faculty Senate Workshop (place to be announced). Please mark calendars.** See Appendix A. (Please send Senate announcements to Dr. Claudia Becker, Vice-Chair, at cbecker@ncsu.edu for next meeting.) Ms. Kesha Lee reminded faculty that students must share any conditions, disabilities, or challenges the first three weeks to be sure accommodations or services are provided. They may still disclose later but accommodations are not retroactive. During questions and answers, it was noted that pregnancy can be considered a temporary disability. Students and faculty should contact Ms. Lee. Missing class then claiming a disability is not appropriate.
- III. **Approval of Minutes of February 3, 2012:** Minutes prepared by Dr. Deborah Swain, Senate Secretary, were distributed electronically before the meeting. When quorum of 29 reached (2:50pm), it was moved by Dr. Lorna Grant and seconded by Dr. Tonya Hall to

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accept minutes with appropriate changes. Minutes were approved (all ayes; no nays or abstentions).

- IV. Administrative Update: Chancellor Charlie Nelms** greeted the Senate noting spring is starting. He shared information from last week's NCCU Board of Trustees meeting. Noting that he had met with the Senior Vice-Provost for Academic Affairs in the UNC General Administration and discussed the effect of enrollment on NCCU budget, he described a \$2.3 million shortfall, changes in provisions and the June, 2011 budget cut. For two years in a row, NCCU has not met enrollment goals. We will be funded based on 2011-12. With the advising season starting soon, he **asked** faculty to encourage undergraduate students to take 12 hours a semester.

During questions and answers, Dr. George Wilson asked about projections. Chancellor Nelms noted that NCCU had fortunately reduced recent projections. With new Academic Progression, we must achieve 80% retention to get funding with doing better academically remaining key. Prof. Brett Chambers asked about how dividing what Chancellor defined as online and regular terms. He also noted need to increase online courses and degrees. Overall we need 4000 more credit hours for 2012 goals. Advisors are encouraged to enroll students in more hours. (As he noted after talk, the budget and booking of credit hours has varied: in 2008-2009 booked 12, 000 less; in 2009-10 only 300 less; but 13, 500 less in 2010-11 and about 16,500 less this school year. Online hours have grown from 15,900 in 2008-09 to 24,000 in 2011-12.

The Chancellor shared what happened on recent trip to DC to lobby HUD for initiatives for NCCU. Tough when told "too many people are enrolled in higher education," and they laughed at how the President wants to educate more. We are working in NC to keep tuition down (compared to Michigan, for example) and to qualify for needs-based financial aid. Later in response to Dr. Claudia Becker he said he can't define "skills-based education" but faculty can before the "party of no" does.

The Chancellor encouraged Deans to work closely with their faculty on Academic Enhancement Plans due May 1. When asked by Dr. Wilson about difficulty faculty have accessing the Provost, the Chancellor told Senators to hold deans accountable and even to get into the face of deans and chairs. [Unfortunately auditorium was sparsely occupied.] He had learned from Program Review meetings that people are not communicating. He requested Chair Rogers to hold a series of forums with faculty on plans and communications. He wants to know if there are retaliations and noted that NCCU is not a large university so communicating should be easier. However, he is not

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the patriarch of the family. Professor Rogers agreed to schedule March faculty meetings ("discussion forums").

Concerning jobs he responded to questions that it would depend on appropriations and resources among chairs and deans. Nursing, for example, is under-capitalized. When asked about fear among junior faculty, Chancellor noted that conversations without deans are different (Dean Elwood Robinson described how he is still meeting about Criminal Justice positions.) The Chancellor also reminded Senate of upcoming Interlink Alliance meeting at NCCU with Mary Gasman speaking on March 10. He also recognized Wal-mart grant to improve retention. As Prof. Rogers remarked in thanks, "we are lucky to have a Chancellor willing to come and talk to us."

The Chancellor also suggested working with Deans when responding to questions about online program quality and budget (line items). In response to questions from Professor Chambers about leadership and professional development, the Chancellor noted need for leadership and management training for deans. Overall we need to do a better job in search, hiring, etc. as old system won't work as we go forward. He had no news on tenure and promotion reviews when Dr. Minnie Sangster asked about schedule and status. Overall, he agreed and emphasized to Prof. Rogers the need for faculty meetings. She noted that "we have a lot of work to do."

- V. **Faculty Workload Survey:** Vice Chancellor for Research and Graduate Studies Dean Chanta Haywood presented summary of recent survey and her presentation to General Administration. She thanked faculty for contributing to survey explaining efforts to get a handle on where we are on workloads as a community. The purpose of the survey is to collect data to help with a more uniform approach to workloads. Report is to go to Board of Governors.

Dr. Haywood described during question-and-answer period the reorganization of the Provost's office: 1) Dr. Bernice Johnson (faculty matters); 2) Dr. Janice Harper (students and parents); 3) Dr. Haywood (accreditation, SACS, QEP, and graduate programs); 4) Frances Graham (program and faculty development). Concerning sharing of information, she reassured senators that at the appropriate time she would make sure reports are made accessible to faculty. [Chancellor noted that reorganization/program review had been reported to Deans and Senate Chair so communication is not a Provost issue; communication is a mutual responsibility.]

Dr. Haywood hopes to dispel myths about faculty noting that Board of Governors and legislators do not know what the faculty does; workload is not equal to teaching load.

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She wants to tell faculty story based on reality. Prof. Rogers commented that 1/3 faculty response to survey could be better.

VI. Registrar Information: Dr. Jerome Goodwin was not present but Prof. Rogers reminded faculty of importance of mid-term grade reporting and all drops to avoid problems with final grades. During Q&A it was noted that the best way to enter mid-term grades is from Main Menu in SSB (self-service Banner). Grades must be in Banner, not just Blackboard. [Chancellor noted impact of drops on retention and importance of census date on enrollment data. He suggested writing questions down for Shawn Stewart or Dr. Goodwin when was asked if the final exam schedule had been posted yet.] Withdrawal grades were discussed, and it was noted that March 5 is deadline for undergraduates to drop. (Graduate students have until May 7, last day of classes.)

VII. Bookstore Update: Faculty was reminded to post book orders for Summer by March 15 and for Fall by April 1. Ms. Jacqueline McDowell requested everyone use the Online Order system. Faculty considered updated system is an improvement. Ms. McDowell said to contact her if questions.

During Q&A, Dr. Chambers asked if faculty is not listed on Fall schedule, whether they must submit book orders. Dean Carlton Wilson responded that in College of Liberal Arts the common sections' textbook orders would be entered by administration office where instructor is TBA. Prof. Rogers recommended more communications.

VIII. Faculty Senate Committee Reports:

A. **Nominating Committee:** Dr. Robert Ballard, Chair, reported on nominations for the 2012-13 school year. He thanked the members of the committee Claudia Becker, Ansel Brown, Ernestine Lassiter, Vanessa Lennon, Charles Mitchell, Lionel Thomas, and LaShawn Wordlaw-Stinson. Dr. Ballard reported that 12 Senators had originally agreed to serve, but 6 withdrew citing pressures for tenure and promotion. He noted that concerns were legitimate for adjuncts who are facing a frightening situation if their names are not on the schedule for next year. The proposed slate (verified March 29):

- Chair: Sandra Rogers (Clinical Instructor and Director of Student Services, Sociology) and Achameleh Debela (Professor, Art)
- Vice-Chair: Deborah Swain (Associate Professor, Library and Information Sciences) and John J. Bang (Associate Professor, Environmental, Earth and Geospatial Sciences)
- Secretary: Nancy Reese-Durham (Associate Professor, Education) and Gabriel

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Peterson, Assistant Professor, Library and Information Sciences)

- Parliamentarian: Lionel Thomas (Assistant Professor, Hospitality and Tourism Administration) and John Prince (Assistant Professor, English and Mass Communication).

Dr. Ballard reported that all 2012-13 serving Senators were contacted. However, more Senators would be elected for next year. Dr. Swain asked if newly elected Senators could run. Prof. Rogers confirmed and encouraged faculty to complete elections in departments of new representatives, which was due the first week of March. Ms. Rosalind Coleman would contact departments to verify lists of Senators. So by April 13 meeting and election slate could be complete with at least two nominees for each office. Dr. Ballard reminded Senate that full-time faculty adjuncts can serve as Senators or Alternates; however, alternates cannot serve on the Executive Committee. He asked if there were volunteers present who would like to be nominated. No one responded.

- B. **The Executive Committee**: Dr. Minnie Sangster, past Chair of the Senate, reported that at the March Executive Committee meeting committee reports had been reviewed as well as other business and the status of the faculty. However, no actions were taken but suggestions were made to review UNC Faculty Assembly notes and reports from the *Ad Hoc* Senior Faculty Advisory Committee. At the April Faculty Senate meeting, there would be a report on concerns about senior and tenured faculty participation in the Senate and other service positions.
- C. **Academic Policies**: Dr. Lorna Grant reported for the committee. She deferred to Dr. Mengie Parker on status of surveys on class scheduling and time interval between classes. Dr. Parker described two surveys (faculty and students) on revising the interval between class times to allow more time between the end of one and the start of another on larger campus. For analysis, they are looking at the survey data, composite measures, and factors including frequency of tardy attendance, academic challenges such as frustration with missing lecture notes and permissions to leave early to get to next class. During Q&A, he noted that he helped with the design but that committee chair, Dr. Patricia Wigfall, could provide the full report. Dean Wilson asked if faculty time to get to classes had also been considered noting that many scheduled courses back-to-back. Dr. Becker suggested efficient practice whereby faculty moves and not the students. When showing slides and the four responses, he was asked by Dr. Thomas about statistical midpoints; Dr. Parker noted that he was using semantic differentials in survey design. Slides also showed demographics data about students working and whether they live on campus. Cultural ethnicity data, for

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example, was collected (not racial background). Survey's analysis is still to be done.

Other faculty questions included the relevance of parking and riding a bus, what building faculty offices and classes are in, the availability of elevators. Dr. Parker noted the difference between micro-mediations and Mueller analysis and the importance of limits and specific impacts on students. Prof. Rogers thanked Dr. Parker and the committee for doing a survey that had never been attempted before and how the faculty is looking forward to exciting, final report.

- D. **Campus Relations and Welfare**: There was no report this month.
- E. **Faculty Governance**: Dr. Sandra Waters, Psychology, who is chair for two more months, delivered the committee report and recent findings. There was discussion and recommendations concerning shared governance and UNC policies. She shared handouts of the *Standards of Shared Governance on the 16 UNC Campuses (Adopted by the Faculty Assembly of UNC April 2005)*, and discussed information on rules, such as the statement under Faculty Governance Responsibilities that "the university's curriculum is the responsibility of the faculty" (p. 2). Thus, the responsibility is on us as a new Senate in the fall to govern. During Q&A it was noted that the faculty workload survey was not approved by the Faculty Senate. Also, according to shared governance, the faculty acting as a committee of the whole or through elected representatives gives approval to academic policies prior to implementation (p. 2). On joint committees, faculty can reflect the stake the faculty has in any issue or area a committee is charged with addressing (p. 3).

Other issues discussed in the Senate concerning the standards included granting of honorary degrees being a prerogative of the Faculty with faculty approval before going to the Board of Trustees; the term of appointment for academic deans and department chairs not exceeding five years (p. 4), or if indefinite appointments, then evaluations should be done every five years or less; also procedures need to be established by Chancellor or Provost in consultation with Faculty Senate giving faculty voting privileges to evaluate the performance of senior administrators (p. 4). Are there procedures in place at NCCU? Compliance is the responsibility of the faculty of each campus "to advocate, seek and monitor" adherence to Standards (p. 4). Dr. Waters summarized that "we need to be responsible and take responsibility seriously." Dr. Emmanuel Oristejafor asked if we knew that the document existed before and were we in violation? Prof. Rogers, Senate Chair, noted that the Handbook is online (see recent emails sent from Faculty Senate Office) as well as

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UNC Policies and Faculty Assembly, which now represents 17 campuses. As no issues came to the floor of the Senate, the Senate cannot be blamed. The Senate is the forum for involvement. Prof. Rogers reminded those few present for this 2pm Friday meeting that “if we do not wish to govern, someone will govern us.”

As it was reported, no one spoke before the recent Board of Trustees meeting. It was stated that no communication was sent in advance explaining there would be an open mike opportunity, only that the meeting was being held in the School of Education building and when. As Dr. Vicki Lamb explained, in the past we the faculty were not allowed to speak at BOT meetings (unless invited and on the agenda). Prof Rogers agreed that the Sociology Dept. did not know, but might have articulated the difference between curriculum reform and elimination. (There had been a student protest on campus and letters sent beforehand.) In discussion it was pointed out that it is sad to pay the price now for something we did not do when it was not communicated as an opportunity. Some of members of the faculty are strongly opposed to Program Review changes. Dr. Debela stated that “we seriously have a communications problem.” As a result we will pay. It is important to use the Shared Governance document, which means we are responsible. We can work together to make the university better. Later, Dr. Ravanamudram Uma, Math and Computer Science, shared that in seven years at NCCU this was the first Board of Trustees email invitation she had seen but she did not know of opportunity to speak.

Prof. Rogers, Senate Chair, announced that there would be meetings after Spring Break to dissect the standards and compliance issues. *[At 4:05 pm it was moved, seconded and approved to extend the Senate meeting 15 minutes.]* Dr. C.E. Davis agreed faculty should be accountable, and Prof. Rogers said Deans would be notified when no one represents them at university committee meetings on tenure, review, and grievance. Senator Ernestine Lassiter, Nursing, shared that she was new to the Senate but with new handbook felt we have policies to discuss. Prof. Rogers noted the role of committees and acting as a unit. Dr. Philip Mutisya, Education, agreed that discussion needs to be done before the Senate meets as there is not enough time here and that the Chair should hold faculty responsible. He described meetings in the School of Education about Program Review but did not know if Sociology had held meetings. Tenured faculty have responsibilities to protect the integrity of the institution. During continued Q&A, faculty asked if administration runs the Faculty Senate and if faculty is free to speak in this forum when half the meeting is taken by administration. Dr. George Wilson explained that the Chancellor is in charge according to our rules and that he does not see at other universities the tenured

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faculty saying they are too busy to serve and at other schools they vote every five years on chairs. He encouraged all to come to Senate forums after the break. It was acknowledged that our faculty appears laid back and not involved or ready to fight. Dr. Chambers replied that non-tenured have the most to lose but at the last two meetings, the Provost noted empty chairs. Others expressed concern about how non-tenured faculty are treated systematically and that non-tenure pay is only \$4000 here compared to \$7500 per class at NCSU or UNC. Policies are needed to protect faculty from abuses. Dr. Minnie Sangster, Modern Foreign Languages, acknowledged fixed-term and adjunct faculty concerns, but noted that no faculty was on the Academic Program Review Commission. During the implementation stage, she hopes to see faculty involvement.

Dr. Waters agreed it was important to have faculty and administrators on committees. Final report could have been in a memo. Other discussion included surveys on Deans and how many were afraid to respond, and the lack of evaluations of faculty by chairs and peers in some areas. Dr. Kuldip Kuwahara, English, noted that her chair had advised faculty to come to Senate. Prof. Rogers then asked the Senate about game plan for meetings after to break and to prepare questions in advance. If we, the faculty, will collaborate and communicate with collegiality, the administration would have a new view of faculty. It was noted that the *Ad Hoc* Senior Faculty Committee (see below) would report in April. Meanwhile, Dr. Rogers will try to schedule four meetings at different times during the week. The topics from these discussion forums, which are for all faculty not just senior faculty, would be on the April agenda of the Faculty Senate.

- F. **Faculty Research and Professional Development**: Dr. John Prince, committee scribe, noted that discussions had been held before in the Senate and other meetings, and that the agenda should not be re-hauled. His committee is seeking money for Professional Development to address how to teach and the use of graduate assistants to teach classes when 80 students are enrolled. Also, senators are urged to sign up participants for faculty trips to Kannapolis Research Center on March 23 are still being planned Dr. Hazell Reed's office but the date may change (UNC Faculty Assembly and NCCU General Faculty meetings are that day). There are 40 seats on the bus. A separate trip to visit grant funding agencies in Washington, DC is also possible.
- G. **Honorary Degrees, Memorials, and Special Awards**: Brett Chambers, Chair, reported on the process and how recommendations come from departments and go to

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deans before coming to his committee and then being presented to the Senate. He encouraged faculty to participate and send recommendations for the committee to review and present.

- H. **Ad Hoc Senior Faculty Advisory Committee**: Dr. Achemela Debela summarized that the committee has 26 concerns and the secretary/recorder, Dr. Freddie Parker, was preparing compact format so we can discuss issues in groups at May workshop. One issue, for example, is the absence of transparency. Dr. Mutisya noted that \$250 was set aside for faculty to have a center, so questions about how to proceed and how to be systematic in using the process were being asked. Prof. Rogers asked if this was about individual buy-in? The need to come together has done in the past is significant. Shared governance as invited by the American Association of University Professor (AAUP) is not beyond us. Prof. Rogers reiterated concern about less senior faculty involvement because too busy and the need for setting examples for the junior faculty.

IX. New Business: (none)

- X. Adjournment:** It was moved by Dr. Swain and seconded by Dr. Waters to adjourn. So approved the meeting was adjourned at 4:50 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