

NORTH CAROLINA CENTRAL UNIVERSITY Faculty Senate Meeting Friday, April 13, 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: Wadeeah 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

<u>Guests</u>: 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 2:08 p.m. Announcements: Announcements were provided in email. *REMINDER: May 10 is date for Annual Faculty Senate Workshop (place to be announced). Please mark calendars.*
- **II. Approval of Minutes of February 3, 2012:** Minutes prepared by Dr. Deborah Swain, Senate Secretary, were distributed electronically before the meeting. When quorum of 28 was reached, it was moved by Prof. Brett Chambers and seconded by Dr. Sandra Waters to accept minutes with appropriate changes. Minutes were approved (all ayes; no nays or abstentions).

III. Administrative Update:

A. Dr. Bernice Johnson, Assistant Vice-Chancellor addressed Senate and provided handouts on (1) Organization of Provost's Office (see Appendix A) and (2) Enhancement Plan template. She updated attendees on Program Review and Board of Trustees approval in March. Enhancement Plans are due May 1, and departments and schools were reminded that more programs could be cut. Weave assessment data due May 25. Some departments, including nursing, were also providing comprehensive internal assessments. She noted that 488 undergraduates are below 2.0 GPA now and reminded faculty to use student success plans when advising. Also, she asked everyone to follow the Final Exam Schedule and that there would be two graduation ceremonies (May 11, 3pm for graduate and professional students, and May 12, 8am for undergraduates). Dr. Johnson described progress for new PhD in integrated biosciences: 11 candidates had been interviewed and 8 were expected to matriculate. Dean searches for College of Behavioral and

Social Sciences and Law School were under way. Summer STEM and pedagogy programs had been initiated with \$200,000 funding from Chancellor (and planning by Provost Debbie Thomas, Brenda Shaw and Dr. Johnson).

She thanked the faculty for participating in the FSSE survey (26% already in) and described Psychology Department poster session participation by 21 students recently at professional meeting. In closing, Dr. Johnson looked to 2012-13 and everyone being more resourceful and timely providing resources. She wished everyone a splendid end to the semester and a rewarding next year.

B. **Dr. Charlie Nelms, Chancellor** greeted the Senate soon after his arrival. He thanked the faculty for all they do for students. Governance is a central feature of American higher education that should not be taken lightly and each of us should be actively engaged. Commenting on forums after Program Reviews, Nelms noted that there was a real gap or void in communications between Deans, chairs and faculty. He appealed to everyone to participate noting that we do not have the luxury of not being at the table. He described how he informs Deans at monthly Cabinet meetings, but there is a communications void. He appealed to everyone to participate in reviews. Dr. Nelms had been at today's Board of Governors (BOG) meeting where weighty issues were discussed. We don't seem to have enough time to talk to each other. He has been in schools where the Quaker tradition of talking included \$4 lunches after Faculty Senate.

Chancellor Nelms emphasized that all UNC schools would be under a new funding formula that would be *performance based*. Therefore, credit hours as now used and all or no measure under President Bowles would not be part of new assessments. About \$11 million was set aside to incentivize performance. The fund was expected to grow to \$40 million. Both (1) core measures and (2) campus-specific measurements would be used. Points, for example, 70% retention, would be given. This is the future for funding. Money for performance would be pulled out of base funds and are reallocated dollars. Nelms listed the following goals with points to be assessed (0-3 points, 4-6 if more, and possibly up to 7):

- i. Actualization
- ii. Graduate in 6 years
- iii. Degrees per 100 FTE students
- iv. Degrees per 100 FTE Pell Grant students
- v. Space: 75% for classrooms and 25% for labs
- vi. Financial audits
- vii. Energy efficiency
- viii. Other areas: transfers, graduation rates for transfers, and overall adult (non-traditional) and community college enrollment.

Nelms noted that this is the direction the country is going in and that NC lists are clearer compared to SC listing 40 different measurements. (Go to UNC and BOG web sites for details.)

Furthermore, enrollment growth no longer the focus, but enrollment targets and retention are. In 2006 NCCU had 77.3% retention for undergraduates, but 67.7% in 2010. Part of our drop at NCCU was due to new progression policy. We may be dismissing more earlier, but our graduation rates will increase. However, if NCCU missed 2013-14 enrollment targets, we will have dollars deducted from our budget. This year we would have lost \$5million if in effect. Our

Academic Review Plan will be presented to BOG in June and then forwarded to SACS (accreditation) offices for approval. Nelms noted that we may have eliminated degrees, but, for example, there would be courses in sociology, but not a major. "We can't offer programs with just 4 graduates." Schools such as NC State and East Carolina had eliminated 40-64 programs. Promotion and tenure recommendations would be presented to Board of Trustees April 18 and then sent to General Administration (GA). He described a decrease in student appeals with exceptions for graduation, and said that it was a slippery slope so he did not get involved in graduation or admissions, for example, to Law or Nursing. But he warned all present to not "blow students off" in our current climate and to be careful.

Nelms commended Dr. Michelle Ware and others on Quality Enhancement Program in English and other areas with thanks for survey work. He noted 87% financial rate and commended office on turn around and recent award for quality service. He noted the \$200,000 grant for faculty development (described by Dr. Johnson) and how GA would be working with cohort especially on efforts to redesign Math 1000 and 1100, and Biology 1100 and 1300. In addition, there would be \$135,000 from Title III to build on success of faculty learning community last summer. Results already show fewer DWF grades. NCCU has been asked by President Ross to work with another campus, NC A&T and their Chancellor Martin.

He must first look at meeting payroll each month (75% of NCCU expenditures are for personnel), but is also looking at Fall enrollment and returns online. Although there are no Pell Grants, he encouraged students to attend summer school for retention now and not credit hours or grades.

During Q&A, Nelms noted that he is prohibited from attending political events. When asked about enrollment for courses off the books now, Nelms noted that 12 hours undergraduate may not be enough and encouraged 15 hours per semester at least, and to graduate students may also need summer school. With technology, he stated that enrollments could increase for classes. The BOG is looking at enrollment in terms of number of students and not number of courses. He sees combination of more per class and online classes. Specifically, he sees largest enrollments in developmental math and biology. He asked Dr. Wilson to revisit prohibition on remedial courses. In response to other questions, he noted we cannot dodge need for data in performance based evaluations. He asked that retention be everyone's number one goal. He has asked GA to set goal based on data. Second goal is graduation rate. He closed noting plans to work with NC A&T saying, "We have opportunity to rethink what is possible and our future."

IV.Faculty Senate Executive Committee Elections: Prof. Rogers noted that candidates had been asked to prepare platform and biographical information earlier in the week but response was low (only 4); however, efforts would be made in future to supply information. (Dr. Acha Debela mentioned he had requested more information be distributed in February, and Dr. Ballard explained that he did not deliberately not respond, how candidates were not yet named and the committee's responsibilities were to provide a slate for ballot by starting in February and March with volunteers and tentative ballot. Unfortunately half who signed up withdrew. He encouraged Senior Faculty to get more involved next year. Dr. Debela asked everyone to take the elections seriously just as they do US Presidential elections. Providing more campaign information could be a new approach for the future, and faculty could be as active as students are with their elections. As Dr. Lionel Thomas and

Dr. Kwesi Aggrey noted Senators could use more details about candidates in advance. Dr. Vinston Goldman and Dr. Wilson note there was no reason not to vote today, however.) Following discussion about campaigning and need for more information, the Senate voted to hold elections and follow past tradition and the by-laws that state elections are held at the April meeting (as confirmed by Dr. Dohyeong Kim, Parliamentarian). Following Chancellor Nelms' arriving and speaking to the Senate, then the candidates gave brief speeches about qualifications and what they planned to do if elected.

Dr. Claudia Becker, Vice-Chair, presided. The candidates speaking 2-3 minutes each were:

- Chair Achameleh Debela and Sandra Rogers
- Vice-Chair John Bang and Deborah Swain
- Secretary Gabriel Peterson and Nancy Reese-Durham
- Parliamentarian John Prince and Lionel Thomas

Dr. Becker asked for more nominations, but there were no nominations from the floor. It was moved and seconded that nominations be closed, and approved (all ayes). After asking the Nominating Committee to stand and be recognized, Dr. Robert Ballard, Chair of the Nominating Committee, conducted the election. The committee passed out ballots (green for Senators and white for alternates attending if Senator absent).

[It was 4:00pm. It was moved, seconded and approved that 15 more minutes be added to the meeting.]

(As announced later) The results were:

- Sandra Rogers, Chair
- Deborah Swain, Vice-Chair
- Nancy Reese-Durham, Secretary
- John Prince, Parliamentarian

VOTING COUNT

CHAIR	NUMBER OF VOTES
Achameleh Debela	9
Sandra Rogers	23
ANGE GIVAND	
VICE CHAIR	
John Bang	11
Deborah Swain	22
SECRETARY	
Gabriel Peterson	14
Nancy Reese-Durham	19
PARLIAMENTARIAN	
John Prince	22
Lionel Thomas	11

The tally for the position of Chair only totals 32 because Dr. Ballard remembered that he had not voted. This occurred after the tally for the position of Chair had been completed. Dr. Ballard felt that he should abstain from casting a vote for this position in order to be fair to the process. Dr. Ballard only voted for the positions of Vice Chair, Secretary and Parliamentarian.

V. GEC Information: Earlier in the meeting after Dr. Johnson spoke, Dr. Carlton Wilson, Dean of the College of Liberal Arts, delivered information on classes and plans for GEC courses (Learning Dimensions, Health Education, and Arts and Humanities classes especially) in the Fall. He compared 2011 where there were 100 sections for some GEC courses and about 40 students in each to 2012 when there will be 50 sections and 70-76 per class. There will be fewer fulltime faculty and more graduate students teaching. A variety of ways had been pursued for graduate student teaching in the Fall, such as, students registering for discussions sections or faculty keeping second class of the week. Over the summer they would assign graduate assistants for teaching. In July workshops from the graduate school and Faculty Development Center would be given; July considered better time than August. Workshops are primarily for graduate students, but also for faculty who will be teaching large sections. The demographics of students and faculty were being considered for appropriate pedagogy and more conducive to large classes. Provost's Office is handling funding.

Concerning space and the need for using smart classrooms, they expect more moving around of classrooms. In May and June, space would be reviewed and considered; classrooms would be posted.

A variety of approaches had been discussed: 1) registration for discussion sections and 2) some faculty for second meeting of week. However, everyone should expect fewer faculty and more graduate students teaching. There would be Faculty Development Center and graduate student workshops in July (primarily for grad students but also for faculty with large sections). July was better than August when everyone is so busy. The Provost's office would handle funding. The demographics of students and faculty were considered as well as pedagogy that is more conducive to this type of teaching. Considering space, with need for smart classrooms, we can expect to move around. Classroom assignments would be considered in May and June. There were no questions from Senate.

VI. Rotation and Evaluation of Chairs and Deans: Prof. Rogers, Senate Chair, described policy already in place and approved by the Senate that chairs and deans be reviewed every five years. The issue was presented at the March Senate meeting and would be discussed at Faculty Workshop May 10. Prof. Rogers. Chair, recommended continued communications.

(See Appendix C for Recommendations Regarding Evaluation and Rotation of Department chairs, Unit Heads, and Deans at NCCU.)

VII. Shared Governance Summary: Prof. Rogers, Chair, recommended more review by Executive Committee and discussion at May 10 Workshop so Senate could prepare plans of action for 2012-13 academic year.

VIII. Faculty Senate Committee Reports:

A. Nominating Committee: Dr. Robert Ballard, conducted election. See above. He thanked Senate

for contributions, described his years of service, and noted his upcoming retirement.

- B. <u>The Executive Committee</u>: It was reported that at the April Executive Committee meeting the agenda for Senate was prepared and By-Laws on elections and qualifications discussed.
- C. <u>Academic Policies</u>: Dr. Tonya Hall, Director of Student Support in Criminal Justice. Reported that more data had been collected since March meeting on time increment between classes as Dr. Mengie Parker had added more to help with digitized survey.
- D. <u>Honorary Degrees, Memorials, and Special Awards</u>: Prof. Rogers delivered report for Dr. Brett Chambers, Chair, that progress had been made on nomination of Dean Celia Steppe-Jones as *Emeritus* faculty having been passed by the Chancellor's Cabinet though it would have to wait the 6 months after her final retirement (official in July).

A recommendation was reported from the Committee recommending moving the room named for Malenji Brown from the old Robinson Science building to Room 1111 in Mary Townes Science Center. It was noted that the Senate could vote today (quorum having been established earlier, it did not need to be determined again*). Dr. X moved to accept the report and recommendation; it was seconded by Dr. Waters. It passed (all ayes).

- E. **Faculty Handbook Committee**: Prof. Rogers noted that the Senate and Committee had missed deadlines this year for any changes, but would be able to go forward next year as all but Chapter 3 (on tenure and promotion) had been approved by GA. There will be an active committee in 2012-13
- F. Committee on Committees: Dr. Acha Debela, Chair, said that he would submit a written report.
- G. <u>Faculty Governance</u>: Dr. Sandra Waters, Psychology, who is chair shared report presented to Prof. Rogers from committee recommending (see Appendix A) with a resolution that after recent faculty survey on workload a statement be sent to the Administration based on Standards requesting quantitative and qualitative results be sent to the Senate. In addition, it was recommended that all surveys be approved under the IRB process (see Dr. Susan Peacock). See also VI and VII for discussion of Rotation and Shared Governance.
- H. <u>Ad Hoc Senior Faculty Advisory Committee</u>: Dr. Achemela Debela stated that the committee's written report from Dr. Freddie Parker, Scribe, would be sent to Chair Rogers later in the evening. She noted it was late but that the focus for May 10 Senate Workshop would be on faculty governance and it would be discussed then.

IX. New Business:

A. Prof. Rogers had asked members of the NCCU Teaching Excellence Award committee report on concerns, but Dr. Michele Ware was not available today; however, Dr. Jonathan Livingston, who serves on the committee, noted they were using a process that was fair but older, might have kinks, and that may seem archaic as members of committee were from departments who had won in the past and who voted on new awards. Liberal Arts seem to get more winners compared to hard sciences with more experience writing research articles than creating teaching portfolios.

There was discussion about need for new process, having same complaints as last year, per cent of time teaching should be 50%, and how teaching involves more than going to classroom, for example, advising. The process needs vetting. Prof. Rogers would request that a future ad hoc committee look at the standards and procedures.

- **B.** Dr. Kwesi Aggrey, former Provost, asked to be recognized. He shared with Senators his concerns: (1) we cannot keep doing the same things and expect different results. (2) On the issue of the Math Dept., details would be needed so any resolution would have weight. (3) The rotation of chairs and deans depended on whether appointment came from within departments or were hired from outside and Legal Affairs would have to be involved. Prof. Rogers responded that the resolution on rotation had been brought up in 2010 and passed, but would still need to be handled appropriately and the Senate would need to get an audience with administration. Hiring may be hard if a Dean can be voted out. Prof. Rogers also noted it was a major problem getting past senate records to use as references for this year. In Q&A and discussion, it was stated that there may be a 4-year rotation but a restriction on the number of times one can hold the position should be discussed. The UNC shared governance standards information stated that if one exceeds the 5 years with an indefinite appointment, then formal evaluations were needed.
- **X. Adjournment**: It was moved and seconded to adjourn. So approved the meeting was adjourned at 4:21 pm. Prof. Rogers said she was looking forward to transition to new school year and invited all to the Faculty Workshop on May 10, as it would be a working event, not a retreat. *Note: when asked about quorum, it was pointed out by Dr. Vicki Lamb that once a quorum was established, it did not need to be re-established at a meeting.

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

Appendix A. Organization of NCCU Provost's Offic

Dr, Bernice Duffy Johnson, Associate Provost and Associate Vice Chancellor for Academic Affairs

- Policies and Procedures
- Program Review
- Faculty Professional Development
- Tenure and Promotion
- Faculty Grievance
- Faculty Senate Liaison
- Annual Faculty Performance Evaluations
- Assessment and Evaluation Initiatives
- Development of Designated Reports and Documents
- University Catalogue

Dr. Chanta Haywood, Associate Vice Chancellor for Academic Affairs and Dean of Graduate Studies

- Strategic Advancement of Graduate Education
- Strategic Advancement of Undergraduate Education
- General Education Curriculum
- Grants and Sponsored Research Liaison
- Title III Program Liaison
- Academic Affairs Communication (Internal and External)
- SACS Liaison
- Academic Discipline Accreditation
- Endowed Professorship Coordination

Dr. Frances Graham, Associate Vice Chancellor for Academic Student Success

- Academic Affairs and Student Affairs Collaboratives
- Academic Support Services
- Quality Enhancement Plan Liaison
- Enhancing the Intellectual Climate Liaison
- University College Liaison
- Community College Liaison

Dr. Janice Harper, Assistant Vice Chancellor for University Programs

- Academic Affairs Internal and External Community Engagement Initiatives
- Student Grievances
- Parent Relations
- Commencement'
- Convocations
- Special Events Planning
- Honors Program
- International Programs
- Academic Centers and Initiatives

Appendix B. Faculty Senate Governance Committee

Items for April 13, 2012

- 1. Regarding the recent survey distributed by Dr. Haywood's office, we are asking that a statement from the Faculty Senate (based on the Standards) be sent to the Administration requesting that both qualitative and quantitative data from the internal survey on workloads, etc., sent to faculty be given to a Faculty Senate committee for review and analysis. Written feedback will be provided to the Faculty Senate with recommendations that, once approved, will be submitted to the Administration. This process of Faculty Senate involvement should pertain to information obtained on any survey distributed to faculty and students at NCCU including the Program Review Committee. Therefore, we would like to have this request presented to the Faculty Senate for a vote.
- 2. In order to protect participants, all surveys, questionnaires, etc., soliciting information from faculty, students, and staff at NCCU should be approved by the IRB. Dr. Susan Peacock is the current IRB Chairperson for NCCU. We suggest that the Faculty Senate Chair ask for her input on the correct protocol for submitting these types of surveys for IRB approval. We would like to have this request presented to the Faculty Senate for a vote.

Submitted by Sandra J. Waters, PhD., Chair, Faculty Senate Governance Committee

Appendix C. Recommendations Regarding Evaluation and Rotation of Department chairs, Unit Heads, and Deans at NCCU

See Ms. Coleman for copy.