

# Texas Southern University

Department Chairs' Council

Monday, January 28, 2013

4:00 p.m.

*Hannah Hall Conference Room 111*

## AGENDA

**Welcome** ..... Dr. Elizabeth Brown-Guillory  
*Associate Provost and Associate Vice President for Academic and Faculty Affairs*

➤ **Report from the Faculty Senate**

- Dr. Rasoul Saneifard, Vice Chair

➤ **Item from Council Member**

- Access to registration override - Dr. Jeff Brice, Jr.

**Associate Provost Updates** ..... Dr. Elizabeth Brown-Guillory

- Report on Deans' Retreat
- Low-producing programs
- Advising/ Access to Registration Override
- Faculty Excellence Awards

# DEPARTMENT CHAIRS' COUNCIL MEETING MINUTES

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Monday, January 28, 2013

4:00 p.m.

Hannah Hall 111

## *Council Chair*

Dr. Elizabeth Brown-Guillory, Associate Provost and Associate Vice President for Academic and Faculty Affairs

## *Council Members Present*

Dr. Michael Adams	Interim Chair, Political Science, Barbara Jordan-Mickey Leland School of Public Affairs
Dr. David Baker	Interim Chair, Administration of Justice, Barbara Jordan-Mickey Leland School of Public Affairs
Dr. Michael Berryhill	Chair, Journalism, School of Communication
Dr. Needha Boutté-Queen	Chair, Social Work, College of Liberal Arts & Behavioral Sciences
Dr. Jeff Brice, Jr.	Interim Chair, Business Administration, Jesse H. Jones School of Business
Dr. Cherry Gooden	Chair, Curriculum & Instruction, College of Education
Dr. Jean Hampton	Chair, Health Sciences, College of Pharmacy & Health Sciences
Dr. Carlos Handy	Chair, Physics, College of Science and Technology
Dr. Jessie E. Horner	Interim Chair, Industrial Technologies, College of Science and Technology
Dr. Zahid Iqbal	Chair, Department of Accounting and Finance, Jesse H. Jones School of Business
Dr. Kenneth Jackson	Interim Chair, Sociology, College of Liberal Arts and Behavioral Sciences
Prof. Richard Lee	Interim Chair, Music, College of Liberal Arts & Behavioral Sciences
Dr. Dong Liang	Chair, Pharmaceutical Sciences, College of Pharmacy & Health Sciences
Dr. Wei Li	Interim Chair, Computer Science, College of Science and Technology
Dr. Shirley Nealy	Chair, Human Services & Consumer Sciences, College of Liberal Arts & Behavioral Sciences
Dr. David Olowokere	Chair, Engineering Technologies, College of Science and Technology
Dr. Inyang N. Osemene	Chair, Pharmacy Practice, College of Pharmacy & Health Sciences
Dr. Qisheng Pan	Chair, Urban Planning & Environmental Policy, Barbara Jordan-Mickey Leland School of Public Affairs
Dr. Yi Qi	Chair, Transportation Studies, College of Science and Technology
Dr. Ronald C. Samples	Interim Chair, English, College of Liberal Arts & Behavioral Sciences
Dr. Azime Saydam	Chair, Mathematics, College of Science and Technology
Dr. Sarah G. Trotty	Interim Chair, Visual and Performing Arts, College of Liberal Arts & Behavioral Sciences
Dr. Christian Ulasi	Interim Chair, Radio, Television and Film, School of Communication
Dr. Arthur Whaley	Chair, Psychology, College of Liberal Arts & Behavioral Sciences
Dr. Warren Williams	Interim Chair, Biology, College of Science and Technology
Dr. Cary D. Wintz	Interim Chair, History & Geography, College of Liberal Arts & Behavioral Sciences

## *Council Members Absent*

Dr. Danita Bailey-Perry	Interim Chair, Educational Administration & Foundations, College of Education
Dr. Shanna Broussard	Interim Chair, Counseling, College of Education
Dr. Dwalah Fisher	Interim Chair, Health and Kinesiology, College of Education
Dr. John B. Sapp	Chair, Chemistry, College of Science and Technology
Dr. Haiqing Sun	Interim Chair, Foreign Languages, College of Liberal Arts & Behavioral Sciences, Represented by Dr. Marylise Caussin, Foreign Languages, College of Liberal Arts & Behavioral Sciences

## *Others Present*

Ms. Tiffany Vaughner                      Office Administrator to Associate Provost Brown-Guillory

## *Opening*

The meeting of the Department Chairs' Council was called to order at 4:00 p.m. by Associate Provost Brown-Guillory. She moved that the minutes from the previous meeting be approved. Dr. Needha Boutté-Queen motioned to approve the minutes; it was seconded by Dr. Cary D. Wintz.

## A. Report from the Faculty Senate

- Dr. Brown-Guillory gave a short report on behalf of Dr. Rasoul Saneifard, Vice Chair of the Faculty Senate. She said the Senate is currently working on several projects given to them by President Rudley. Dr. Brown-Guillory asked that the subject be tabled until the next council meeting.

## B. Advising/Access to Registration Override

- Dr. Jeff Brice, Jr. presented an agenda item to the council for discussion concerning other university staff and employees having unfettered access to academic overrides. He said this causes any number of problems, including students being registered for classes for which they do not have the prerequisites, which leads to them being administratively dropped. Dr. Brown-Guillory asked for suggestions from the council on how to combat this issue. An ad hoc committee to investigate overrides was formed. The volunteers are Dr. Christian Ulasi – SOC and Dr. Needha Boutté-Queen – COLABS. Dr. Brown-Guillory said she would also invite to serve Mr. Michael Moleta, Senior Associate Athletic Director.

#### C. Report on Deans' Retreat

- Dr. Brown-Guillory reported on the Deans' Retreat held January 24<sup>th</sup> and 25<sup>th</sup>, at which the deans were asked to give presentations on their areas and speak about their vision for their college/school. She said that of all the issues discussed, the most talked about issue was that of the new graduation thresholds on which the Texas Higher Education Coordination Board would soon be voting. Dr. Brown-Guillory said that if approved the new thresholds would go into affect Fall 2018. The new thresholds being considered by the THECB are 40 undergrad, 25 masters and 15 Ph.D.'s every five years. She asked council members to contact Dr. Rajanel Crockem, Interim Executive Director of Institutional Assessment, Planning and Effectiveness, if they needed help with getting their enrollment numbers and projections.

#### D. Low-producing Programs

- Dr. Brown-Guillory reminded the council that the university continues to be concerned about low-producing programs and the advising issues linked to it. She asked council members to work with their faculty to come up with ways to better help their students so that more of them will remain in class and go on to graduate, thus reducing the amount of low-producing programs.

#### E. Faculty Excellence Awards

- Dr. Brown-Guillory reminded the council of the upcoming Faculty Excellence Awards and the awards luncheon planned for April 25, 2013. She reminded the council of the submission deadline dates, March 1<sup>st</sup> and March 18<sup>th</sup>, but stressed that more faculty needed to apply. Dr. Brown-Guillory stated that if more faculty did not apply for all six awards that there was a chance that the award money could be reduced next year. She asked the council to remind their faculty of the submission dates and to help them in any way possible to submit their portfolios in a timely manner.

#### Adjournment:

Dr. Needha Boutté-Queen moved to adjourn the meeting, and it was seconded by Dr. Warren Williams. The meeting was adjourned at 5:00 pm. The next meeting of the Department Chairs' Council is scheduled for Monday, March 18, 2013 at 3:00pm in the Hannah Hall Human Resources Conference Room 129.

*Minutes Submitted by:*

Ms. Tiffany Vaughner

*Approved by:*

Associate Provost Elizabeth Brown-Guillory