



Texas Southern University Faculty Assembly/Senate

Dr. Rasoul Saneifard, Chair
Dr. Edieth Wu, Vice Chair

Dr. J. Kenyatta Cavil, Secretary
Dr. Olurominiyi Ibitayo, Treasurer

Dr. Luis Perez-Feliciano, Faculty Speaks Editor
Dr. Vera Hawkins, Parliamentarian

FACULTY SENATE MEETING MINUTES

Thursday, May 04, 2017
Hannah Hall, Room 111, 2:00 PM

Senator Members Chair & Vice Chair

Dr. Rasoul Saneifard College of Science, Engineering and Technology (Chair)
Dr. Edieth Wu Thurgood Marshall School of Law (Vice Chair)

Senate Members Present

Abobo, Cyril	Senator, College of Pharmacy and Health Sciences
Anga, Ahunanya	Senator, Thurgood Marshall School of Law
Bell, Edward	Senator, College of Pharmacy & Health Sciences
Brailey, Carla	Senator, College of Liberal Arts and Behavioral Sciences
Cavil, J. Kenyatta	Senator Secretary, College of Education
Griesinger, Nancy	Senator, College of Science, Engineering and Technology
Hollomon, Mario	Senator, College of Science, Engineering and Technology
Ibitayo, Olurominiyi	Senator Treasurer, Barbara Jordan-Mickey Leland School of Public Affairs
Jemison Pollard, Dianne	Senator, College of Liberal Arts and Behavioral Sciences
Lancaster, Iris	Senator, College of Liberal Arts and Behavioral Sciences
Lowe, Jeffrey	Senator, Barbara Jordan-Mickey Leland School of Public Affairs
Ojode, Lucy	Senator, Jesse H. Jones School of Business
Perez-Feliciano, Luis	Senator Editor, Barbara Jordan-Mickey Leland School of Public Affairs
Perkins, Carlton	Senator, Jesse H. Jones School of Business
Regis, Humphrey	Senator, School of Communication
Reynolds, Lacey	Senator, College of Education
Saneifard, Rasoul	Senator Chair, College of Science, Engineering and Technology
Thoreson, Claire	Senator, The Graduate School
Woldie, Mammo	Senator, Jesse H. Jones School of Business
Wu, Edieth	Senator Vice Chair, Thurgood Marshall School of Law
Yousefipour, Zivar	Senator, College of Pharmacy and Health Sciences

Senate Members / Colleges Not in Attendance

Asare, Nana	Senator, College of Education
Tymczak, Christopher J.	Senator, College of Science, Engineering and Technology
Walker-Hawkins, Vera	Senator Parliamentarian, School of Communication

Senate Counsel in Attendance

Walker, April	Faculty Senate General Counsel, Thurgood Marshall School of Law
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Guest(s) from Faculty Assembly or University

Fertsch, Joan	Senior Systems Analyst, Office of Information Technology
Kazakos, Demetrios	Professor, College of Science, Engineering and Technology



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Guest(s) from Faculty Assembly or University (continued)

Lane, Austin	President, Texas Southern University
Square, Marilyn	University Registrar, Office of the Registrar
Wilson, Bobby	Interim Provost, Office of Vice President of Academic Affairs and Research

Call to Order

C = Comments, R = Response, and Q = Question

Senate Chair Rasoul Saneifard called the May 2017 meeting of the TSU Faculty Senate to order at 2:05 p.m. on Thursday, May 4, 2017. He explained that meetings are typically scheduled to start at 3:00 p.m. However, since this is the last meeting of the 2016-2017 cycle coupled with President Lane's plans to attend, the Senate agreed to commence at 2:00p.m. In addition, he stated that this body will continue with special meetings during the summer (June and July) to discuss important matters and updates.

Approval of the April 2017 Senate Meeting Minutes

The minutes from the April 6, 2017 meeting were reviewed. A motion was made by Senator Claire Thoreson to approve the minutes and seconded by Senator Secretary J. Kenyatta Cavil. The motion carried unanimously unless further modifications are made within thirty (30) days.

Announcements

C: Senate Chair Rasoul Saneifard: President Austin Lane and Faculty Senate Chair Rasoul Saneifard extended their gratitude and recognized Faculty Senate General Counsel April Walker, who received the Distinguished Service Award and Faculty Senator Mario Hollomon, who received the Years of Service Award, for their participation in the Senate/Assembly. Each of their accolades included photograph opportunities with both the President and the Chairman. Furthermore, President Lane commended Faculty Senate Chair Rasoul Saneifard for his unwavering dedication to the Senate/Assembly and for the sound advice he has provided to his administration. A group photo was also taken of President Lane and the Senators following his visit.

Discussion on floor by Several Senators regarding the process for selecting a Faculty Ombudsman

C: Several Senators: Agreed to a two-year term limitation for the Faculty Ombudsman position



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and discussed the standards and overall need for the position. Additionally, the Faculty Ombudsman will receive a one-time summer stipend by the Division of Academic Affairs in the amount of \$3,000 each year in the month of June with a one-course load reduction during the academic year. Subsequently, lengthy discussions ensued regarding the 32 candidates who were nominated for the 2017-2019 cycle. The Senators narrowed the list and voted on three finalists. Ultimately, Dr. Perkins received the majority of the votes and he accepted the Senate's recommendation for the Faculty Ombudsman position for the next two years. The recommendation will be forwarded to the Provost's Office.

C: Senate Chair Rasoul Saneifard: Stated that the Nominees for University Committees have been received, however, the ballots have yet to be developed. The Senate agreed to discuss this process in future Senate meetings.

C: Senate Chair Rasoul Saneifard: Suggested that the Faculty Speaks Editor is to receive a stipend by the Division of Academic Affairs in the amount of \$5,000 per year with one-course load reduction for one year. Following lengthy discussions by several senators, Senate Vice Chair Edieth Wu motioned that this proposal is approved for the Faculty Speaks Editor. Senator Mammo Woldie seconded the motion. The motion carried unanimously with no opposing vote.

Discussion on floor by Senators regarding Items Presented and Discussed in Deans' Council

C: Senate Chair Rasoul Saneifard: Announced that the Senate's proposal regarding the Emeritus Status has been approved by the Deans' Council and the Interim Provost. Consequently, the approved revised version will be included in the Faculty Manual.

C: Senate Chair Rasoul Saneifard: Provided updates to the resolution regarding Seniority Clause. He reported that Interim Provost Wilson replied that faculty deserve this recognition because of their years of service to the university, however, he clarified that senior faculty cannot submit requests to their departmental units demanding to teach specific courses. In contrast, Faculty Senate Chair Rasoul Saneifard added that if a course is needed for students, then priority is given to the senior faculty.

C: Senate Chair Rasoul Saneifard: Confirmed that the New Modified Workload Policy has been approved and is now implemented. He added that the University Workload Policy and the



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Thurgood Marshall School of Law (TMSL) workload policy are somewhat dissimilar, therefore this issue will be discussed during the upcoming June BOR meeting.

C: Senate Chair Rasoul Saneifard: Received feedback from some deans that faculty members are reluctant in participating in the Faculty Annual Performance Evaluation review process. He reaffirmed that the Annual Performance Evaluation is mandated by the State of Texas, and since this is state law anyone refusing to comply can be flagged for further disciplinary action and/or termination. He also discussed the threshold for acceptable scores for the annual evaluation instrument and use of different forms.

C: Senate Chair Rasoul Saneifard: Stated that Term Limits for Interim Department Chairs is currently in the Faculty Manual, however in some departments that do not have tenured professors, these areas are unable to change every two years, consequently, the provost would have to decide the protocol.

C: Senate Chair Rasoul Saneifard: Reported that if you are aware of Inactive/No-Show Department Chairs, then that individual needs to be reported directly to the provost or Faculty Senate.

C: Senate Chair Rasoul Saneifard: Stated that the Provost requested the list of names of all Administrators Holding Dual Positions in each college and/or school. He stated that the provost is determined to review this information as soon as possible and offer a resolution.

Guests

C: President Austin Lane: Commended all faculty members for the hard work they have done as this semester comes to a close. He reminded everyone to attend the State of the University scheduled for tomorrow at 1:30 p.m. He shared a snapshot of the format of this event which will be a recap of the Listen and Learn Tours. President Lane reiterated the areas of focus based on the information he has received and categorized them into five emerging themes – such as Student Success and Completion, Academic Program Quality and Research, Culture of Collegiality, Funding and Partnerships – also known as the top five priorities for Texas Southern University. Also, the president discussed plans for salary reviews across the board, he has referenced CUPA, IPEDS, Doctoral Peer Institutions, and other HBCUs to get a full-scale of how we compare. He stated that he is currently reviewing this data and will share this with the



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TSU Board of Regents. Furthermore, he discussed budget timelines and budget planning. He provided an update on the dean searches by stating that the committees have been formed. Finally, he discussed his expectations about everyone working together to make for a positive environment and for the betterment of this institution.

C: University Registrar Marilyn Square/Sr. Systems Analyst Joan Fertsch: Addressed questions relative to concerns faculty members have regarding unauthorized grade changes that are occurring in the webmail system. Ms. Square also provided an overview on the policy for submitting grades, creating passwords and security concerns. Ms. Fertsch explained the process for the paper version of the grade change report and the three ways grades can be changed. Ms. Square added that she has recommended that an alert is sent by email to the student and instructor of record when a grade is changed in the system. Moreover, Ms. Fertsch shared that plans are in place to upgrade to Banner 9 next year. She explained that this version will have a different look and feel, but also have more capabilities. Senators asked that a request is submitted to the Provost mandating the deans share the weekly grade change report with all faculty members. Dr. Saneifard responded that he will submit this for discussion at the next Deans' Council.

New Business

C: Senator Mammo Woldie: Motioned that since there will soon be a transfer of power and this will be the last year that Senate Chair Rasoul Saneifard will hold this position, he proposed that he is recognized with an award during the Opening Faculty meeting. Senate Secretary J. Kenyatta Cavil seconded the motion. The motion carried unanimously with no opposing vote.

C: Senator Olurominiyi Ibitayo: Discussed issues contributing to the complaints against faculty by students and how these allegations can be verified – possibly by the Senators within that schools. Faculty Senate Chair Rasoul Saneifard responded that some of these allegations are legit.

Old Business

C: Senate Chair Rasoul Saneifard: Reminded the Senate that the four-day work week has been proposed by the President and the administration. He stated that they have provided a report that



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included documentation detailing the expected cost-savings to the university during the summer.

C: Senate Chair Rasoul Saneifard: Listed current issues with Grade Reporting. He announced that some courses require an incomplete (I), and in that regard, he advised that faculty should not give an A, B, C, or D grade. Likewise, he urged that faculty must report their midterm grades and do not leave this blank. He reminded faculty members to submit final grades in a timely manner. Finally, he clarified that students graduating with doctoral or graduate degrees must have their dissertation or thesis submitted to the Graduate School within 30 days after commencement.

C: End of Year/Cycle Comments: Senate Chair Rasoul Saneifard, Senate Vice Chair Edieth Wu and Senate Secretary J. Kenyatta Cavil offered inspirational comments and appreciation to all members of the Faculty Senate/Assembly and for the support they have received. Members of the Senate commended the Senate Chair for his contributions to the Faculty Senate over the previous years.

C: Senate Chair Rasoul Saneifard: Distributed a 2016-2017 Faculty Senators Attendance Report to the senators for their information and record.

Adjourn Meeting

Q: Ask for the question. Senator Anga Ahunanya moved that the meeting be adjourned. Senate Secretary J. Kenyatta Cavil seconded the motion.

Meeting adjourned at 5:08 p.m.