

**Faculty Senate Meeting
February 12, 2019**

Faculty Senate Meeting called to order at 335PM. Roll call took place thereafter the call to order and the following senators were present.

Senators Present

Charles Briggs
Sherry Bachus
Tariana Smith
Samuel Odom
Alvin Bopp
Torin Sanders
Christian Clement
George Amedee
Mostafa Elaasar
Patricia Robertson
Haitham Eid
Rachid Belmasrou
Nebiat Sisay
Raymond Delaney
Christopher Linn

At-Large

Louise Kaltenbaugh
Ira Neighbors
Simeon Okpechi

Past President

Cynthia Ramirez

Visitors

Sarah Hollis
Evelyn Harrell
David S. Adegboye
Darryl Roberts
Samuel Eweni

Approval of Minutes

Sanders moved to approve November 2018 minutes with correction, motioned seconded by Ramirez, motion passed

Treasurer Report

Smith provided an updated on the bank account of the Faculty Senate and as of February 2019, the balance of \$480 remained unresolved. Okpechi moved that the Faculty Senate author a resolution to change the signatures on the account, send the resolution (letter) and officers report to the bank to execute the change. Amedee second motion, motion passed

Faculty Office Hours

Eid reiterated the position of the Faculty Senate regarding Faculty Office hours sent out to Deans and Directors on February 6, 2019. The communication sent out stated

“Dear Colleagues,

This is a reminder that according to the Faculty Handbook, the minimum office hours for faculty is “two hours for each 3 credit/contact hour class taught.” This is regardless of the level of the class (i.e. graduate or undergraduate). For example, if a faculty member is teaching three 3 courses, equivalent to nine 9 hours, she/he is required to perform two 2 hours for each three 3 hour course taught which equates to six 6 office hours. Please let me know if you have any questions. Thank you for your time and attention! Best, Haitham”.

Faculty Pay Raise and Equity

Chancellor sent tentative guidelines, which states, “this Committee must be comprised of Southern University at New Orleans employees (faculty and staff). There should be equal membership among employees and this committee should work closely with the Vice Chancellor for Administration and Finance for carrying out the duties, namely, determining and recommending to the Chancellor a Salary Increase recommendation document”. Eid requested all Faculty Senators review the document, develop questions & comments, bring back to the Senate to return draft to the Chancellor for clarity before the Faculty Senate commences research, and produce a study. Kaltenbaugh moved that Faculty Senate respond to the tentative guidelines for **Faculty Pay Raise and Equity** with questions, comments, and concerns to be itemize and respond by February 19, 2019. Motion seconded by Bopp, motion passed

Faculty Summer Pay

Deferred to next Faculty Senate meeting due to Elliott and committee’s absence

Faculty Senate Committee Progress Report

Delaney provided a progress report on the Student Organizations and Activities Committee. Committee consist of four members, working on the concept and establishment of a band and other innovative programs for Southern University at New Orleans. Okpechi provided a report on Budget Review Committee to include the need to meet to describe some objectives; Bachus provided a progress report on Student Conduct Committee, committee consist of six (6) members, looking at mental health concerns and classroom behavior. Odom provided a progress report on Admissions and Retention Committee to indicate concerns about the composition of the committee according to the Faculty Handbook. Admission and Retention Committee consist five (5) members. All Faculty Senate committees (8) are to provide a detail report at the upcoming Faculty Senate meeting in March 2019

Academic Dishonesty

Okpechi discussed the need to address the area of cheating on examinations and assignments amongst students both on campus in class and in online courses. Delaney recommended developing other innovative methods to teaching to assist the students to address the various learning styles, changing our approach to teaching our students to build their competence, and get away from Draconian ways of teaching. We have to do our part in bringing innovative and creative ways to the course assignments.

Open Textbook Workshop

Smith discussed the Open Textbook Workshop along with the benefits of OTW to faculty. Open textbooks have been funded, published, and licensed, adapted, and distributed for free utilization. Four (4) faculty members will be selected to participate and receive \$200 for attending the workshop and reviewing a textbook from within his/her academic discipline by the review deadline. Teaching Faculty who are teaching at least one three (3) hour course are eligible and faculty must attend workshop on Thursday February 21, 2019 at the Leonard S. Washington Memorial Library.

Other Business

Banner Early Alert- Delaney suggested that Faculty Senate work with IT to utilize an early alert system for staff to utilize to keep track of our students progress along with retention rates.

RTP Rubric- Delaney stated what is the status of the RTP Scoring Rubric for Research and when did the rubric change? When was Faculty Senate notified and was the changes necessary? Ramirez reported that the changes were made and brought to the Faculty Senate for a vote and the Faculty Senate voted in favor of the Faculty Handbook for SUS Board Approval.

Delaney moved that Faculty Senate review the RTP Scoring Rubric (Research) and make necessary changes where necessary. Motion was seconded by Amedee. Motion passed

Adjournment

Kaltenbaugh moved for adjournment, motion seconded by Bopp. Meeting adjourned at 504PM.