



PRAIRIE VIEW A&M UNIVERSITY

A Member of the Texas A&M University System

Faculty Senate Meeting

February 14, 2014 at 3:00pm (O'Banion 123)

MEETING MINUTES

Executive Committee Members in Attendance

Clement Glenn, Speaker
Emmanuel Opara, Vice Speaker
M. Clay Hooper, Secretary
John Williams, Parliamentarian
Ross Wienert, Member-At-Large
Alice Pendleton, Member-At-Large

Item I: Sign-In By College

College of Agriculture & Human Sciences

Oluwagbeniga Ojumu

College of Arts & Sciences

Innocent Aluka
Cleo Bentley
Orion Ciftja
Michael Nojeim
Terri Pantuso
Gloria Regisford

College of Education

Clarissa Booker
Douglas Hermond

College of Engineering

Michael Gyamerah
Sarhan Musa

College of Nursing

Antonea Jackson (TTVN)

Item II: Invocation by Dean Charles H. Lewter

Item III: Guest-Speaker: Mayor Frank Jackson, Governmental Affairs Officer

1. **Summary of Comments:** Mayor Frank provided an overview of PVAMU's history, with particular attention to state and federal legislation that has affected the school over the decades. He recounted the political efforts and successes of several past university presidents and stressed the importance of remaining engaged and proactive within the political arena. Within the current political environment, he stressed the emergence of formula funding and argued that PVAMU must redefine its mission within the context of the new funding parameters. He pointed out that TAMU-Commerce has been proactive in addressing formula funding and has come out \$6 million ahead. By contrast, PVAMU has lost about \$3.2 million with formula funding. Among recent legislative victories, Mayor Jackson cited a compromise that allowed PVAMU to be included within the Texas Competitive Knowledge Fund.
2. Secretary Hooper asked if Mayor Jackson would welcome a Faculty Senate liaison to his office so that the Senate can remain updated on current legislative issues. Mayor Jackson supported the idea of establishing a formal relationship with the Senate.
3. Senator Hermond asked where PVAMU tends to see the most positive results in its political efforts. Mayor Jackson responded that PVAMU is most successful when it uses the TAMU System as a strategic ally and stressed that there are many untapped opportunities for exploiting system needs on behalf of PVAMU.

Item IV: Greetings and Call to Order

1. Speaker Glenn called the meeting to order, with a quorum, at 4:31pm.

Item V: Senator Roll Call

Item VI: Approval of Previous Minutes

1. Referring to the discussion of previous minutes at the January session, Senator Booker asserted that her actual words were not recorded accurately. Senator Booker offered to pay a stenographer out of her own pocket to record the Senate minutes.
2. Senator Booker moved that future Senate meetings be videotaped and transcribed; Vice Speaker Opara seconded. In discussion, Senators Nojeim and Ciftja expressed discomfort with the idea of being recorded. Senators Williams and Bentley noted that transcribing from a recording is very cumbersome; Senator Bentley added that the minutes should be a summary of statements and actions, not a verbatim account of a session. Senator Booker revised the motion to call for recording and archiving Senate sessions without transcribing them. Speaker Glenn tabled the motion.
3. Senator Ciftja requested that the summary of Vice President Bradford's remarks include his language regarding the maximum rate of compensation for teaching summer courses (\$5000/course, \$20,000 for a full load of courses).
4. Senator Nojeim moved that the January minutes be approved with minor revisions; Senator Pantuso seconded. The motion passed unanimously.

Meeting Suspended: Citing time constraints, Speaker Glenn suspended the session at 5:03pm. The session is to be resumed at the next regular meeting.

Resumed Senate Session

March 21, 2014 at 3pm (O'Banion 123)

MEETING MINUTES

Executive Committee Members in Attendance

Clement Glenn, Speaker
Emmanuel Opara, Vice Speaker
M. Clay Hooper, Secretary
Douglas Butler, Member-At-Large
Alice Pendleton, Member-At-Large

Item VII: Sign-In By College

College of Arts & Sciences

Innocent Aluka
Cleo Bentley
Orion Ciftja
Max Fontus
Terri Pantuso

College of Architecture

Juanita Jimenez

College of Business

Qiang Fei
Ada Till
Yi Zhang

College of Education

Clarissa Booker (TTVN)
Douglas Hermond

College of Nursing

Pamela Cormier (TTVN)
Antonea Jackson (TTVN)

Item VIII: Invocation by Senator Max Fontus

Item IX: Call to Order

1. Speaker Glenn called the meeting to order, with a quorum, at 3:34pm.

Item X: Senator Roll Call

Item XI: Committee Reports

1. **Committee on Salaries, Benefits, & Budgets:** Senator Bentley (chair) report that prior to 2005 total faculty salaries exceeded total administrative salaries, but this flipped in 2005 and the gap has been increasing since. He distributed faculty salary information that was provided by Vice President Bradford.
 - 1) Secretary Hooper reminded the Senate body that Vice President Bradford had expressed full support for a comprehensive equity study conducted by an external agency. Secretary Hooper argued that the Senate should follow up with a written request to Vice President Bradford that he recommend such a study to President Wright. Speaker Glenn pointed that Vice President Bradford had articulated his support for an equity study not only in the January Senate session but also in private meetings since then. Secretary Hooper read a draft of language prepared for a potential letter to Vice President Bradford. Speaker Glenn requested that Senators follow up with email recommendations for revising or adding to a letter to Vice President Bradford. Senator Booker requested that the language regarding the equity study include the issue of gender equity in faculty salaries.
 - 2) Speaker Glenn opened discussion of the “Report of the Faculty Workload Committee” (prepared by Deans Brown, Harris, Kelley, and Johnson) that had been distributed to the Senate via email with a request for feedback. In discussion, Senator Hermond expressed concern that the report was not distributed to the faculty by a more formal procedure and that there was no formal procedure for eliciting feedback. Senators Ciftja and Aluka expressed the opinion that the report would serve the interest of the deans over and against the interests of faculty. Secretary Hooper expressed concern that the proposal for teaching reductions in the report might privilege faculty from certain disciplines over other disciplines, particularly insofar as it calls for semester-by-semester evidence of research activity. Speaker Glenn requested that all feedback be presented to him by email so that a comprehensive Senate response can be drafted.
2. **Committee on Committees:** Secretary Hooper summarized the contents of a proposal for several action items related to the University Academic Council (the full proposal is attached). The action items had been developed by the Committee on Committee in discussion with Provost Thomas-Smith and discussed at the January Senate session. Senator Fontus moved that the proposal be approved by the Senate body and passed on to President Wright’s desk; Senator Pantuso seconded. In discussion, Senator Ciftja recommended that the proposal include more firm deadlines. Senator Fontus amended the motion to approve the proposal with Senator Ciftja’s recommended revision. The motion passed with 17 for, 1 against.
3. **Committee on Research & Faculty Development:** Member-At-Large Butler introduced Samuel Arungwa to discuss evidence-based service-learning initiatives. Mr. Arungwa stated that President Wright is supportive of Mr. Arungwa’s effort to bring his agency, *Communities That Care*, onto campus to promote evidence-based service-learning but that the president’s support is contingent only on Faculty Senate support. Mr. Arungwa asked the Senate to pass a resolution in support of his effort. In discussion, Senators Ciftja, Pantuso, Hooper, and Fontus expressed concern over the vagueness of Mr. Arungwa’s request. Secretary Hooper suggested that he provide the Senate with the proposal that he had presented to President Wright, but Mr. Arungwa explained that there is no specific proposal on the table.

Secretary Hooper suggested that he write up a specific proposal that the Senate can review before considering a resolution.

Meeting Suspended: Citing time constraints, Speaker Glenn suspended the session at 5:12pm. The session is to be resumed at the next regular meeting.

Resumed Senate Session

April 25, 2014 at 3pm (O'Banion 123)

MEETING MINUTES

Executive Committee Members in Attendance

Clement Glenn, Speaker
Emmanuel Opara, Vice Speaker
M. Clay Hooper, Secretary
John Williams, Parliamentarian
Ross Wienert, Member-At-Large
Douglas Butler, Member-At-Large
Alice Pendleton, Member-At-Large

Item XII: Sign-In By College

College of Agriculture & Human Sciences
Oluwagbeniga Ojumu

College of Architecture
Juanita Jimenez

College of Arts & Sciences
Innocent Aluka
Ananda Amarasekara
Cleo Bentley
Orion Ciftja
Terri Pantuso

College of Education
Clarissa Booker
Albert Johnson

Item XIII: Invocation by Dean Charles H. Lewter

Item XIV: Call to Order

1. Speaker Glenn called the meeting to order, without a quorum, at 3:34pm

Item XV: Senator Roll Call

Item XVI: Committee Reports (Revisited and Continued from March session)

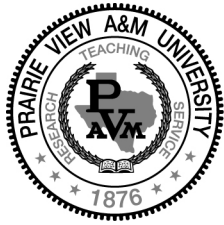
1. **Committee on Elections:** Secretary Hooper (*de facto* chair) reported that elections for new and returning senators were complete in the Colleges of Agriculture & Human Sciences, Arts & Sciences, Business, Education, and Juvenile Justice. Elections are ongoing in the College of Engineering and the College of Nursing. Secretary Hooper opened the floor for discussion of the election process for Executive Committee officers to be held at the next general session, and all were in agreement that confidential nominations should be allowed via email prior to the session and further nominations allowed during the session.
2. **Committee on Student Recruitment:** Senator Pantuso (chair) summarized the results of a SWOT analysis developed by the university-level committee on recruitment and stressed interest levels are high

among transfer students from local community colleges. Senator Pantuso explained that the presence of students at recruitment events is a big advantage but that the lack of resources available to faculty recruiters limits their effectiveness. Senators Bentley and Ciftja agreed that recruiting resources are inadequate and added that recruiters need the ability to offer scholarships and early admission on the spot. Vice Speaker Opара insisted that the administration needs to respond to the SWOT analysis and be held accountable for deficiencies in recruitment. Senator Pantuso expressed the opinion that the university should contract with an external recruiting agency that has the most updated tools and capabilities for recruitment.

3. **Ad Hoc Committee on the Faculty Handbook:** Parliamentarian Williams (chair) reported that the new faculty handbook is 95% complete and will be ready for full Senate review soon. Delays have been due a finding that some components of the handbook were out of sync with TAMU system policies. Senator Booker asked if the handbook specifies whether the faculty evaluation period corresponds to the calendar year or the academic year, and Parliamentarian Williams clarified that the evaluation period corresponds to the calendar year.
4. **Committee on Enrollment, Retention, and Matriculation:** Speaker Glenn (chair) reported that the university's "blue ribbon task force" on recruitment and retention is waiting on a report that will identify ready-made recruitment partners within public schools across the state. He added that PVAMU already has articulation agreements with local community colleges like Lonestar College, but work needs to be done to tie those agreements to recruitment efforts. Speaker Glenn explained that there is \$1.9 million dollars available in the university budget but no institutional strategy for spending it effectively. Senators Bentley and Opара expressed the opinion that the administration needs to be held accountable for not developing an adequate recruitment strategy.
5. **Committee on Salaries, Benefits, & Budgets:** Senator Bentley (chair) passed out information about how many articles had been published in leading academic journals by PVAMU faculty. Secretary Hooper presented a draft of a formal proposal to be sent to President Wright calling for a comprehensive equity study to be conducted by an external agency (the full proposal is attached). Senator Pantuso moved that the Senate approve the proposal and send it to President Wright's desk; Member-At-Large Wienert seconded. The motion passed unanimously.
6. **Committee on Research & Faculty Development:** Member-At-Large Butler (chair) reported that a survey had been designed and conducted by the Center for Teaching Excellence to assess needs for faculty development and research. He expressed the opinion that the survey would have been designed and implemented better with faculty input and that this indicated a need for a closer relationship between the Senate and the Center. Secretary Hooper moved that the chair of the Senate Committee on Research & Faculty Development be designated, *ex officio*, as the Senate Liaison to the Center for Teaching Excellence; Senator Pantuso seconded. The motion passed unanimously.
7. **Report on the University Academic Council:** Senator Booker provided a brief update of recent UAC activities and passed out the most recent UAC Meeting Agenda. Secretary Hooper asked if the UAC had taken under consideration any change to the bylaws since the Senate had sent its proposal to President Wright requesting that no bylaws changes be considered unless and until the UAC membership had been into compliance with its existing bylaws. Senator Booker had no answer but promised that she would distribute the full minutes from the UAC's recent meetings.
8. **Committee on Faculty Communications and Relations:** Parliamentarian Williams described the effort underway to develop a campus intranet that would facilitate communications among faculty, staff, and administration on campus.

Item XVII: Additional Business

1. Senator Pantuso moved to adjourn the meeting; Senator Butler seconded. The meeting was adjourned at 5:23pm.



PRAIRIE VIEW A&M UNIVERSITY

A Member of the Texas A&M University System

28 March 2014

Dear President Wright:

On 2/26/2014, two members of the Faculty Senate's Committee on Committees, Drs. Hooper (chair) and Nojeim, met with Provost Thomas-Smith to discuss several issues that had come to light as their committee gathered information on the University Academic Council as part of the its larger review of shared governance on campus. On almost every point of discussion, the provost expressed agreement with the senators and helped to develop a plan of action (outlined below) that the Faculty Senate asks that you consider for recommendation to the Office of Academic Affairs. This plan of action is designed to ensure that the PVAMU faculty are truly the stewards of the university's curriculum as mandated in SACS Accreditation Principle 3.4.10 ("The institution places primary responsibility for the content, quality, and effectiveness of the curriculum with its faculty"). The issues discussed with the provost were as follows:

- 1) The UAC bylaws stipulate that faculty representatives to the UAC may be either appointed by the dean or elected by the faculty of their respective colleges. The Faculty Senate believes that elections are more appropriate for representing the will of the faculty on the UAC and has offered to help the deans organize such elections.
- 2) The term limits mandated by the UAC bylaws are not currently being observed. The Faculty Senate believes that this limits the influx of faculty (and other) perspectives into the UAC as well as the outflow of curriculum expertise back into the various colleges.
- 3) The UAC bylaws establish a faculty majority on the Council (10 out of 18 seats), but there are currently two administrative members and one staff member on the Council whose seats are unaccounted for in the bylaws (see the full membership breakdown in the attached Appendix). This effectively removes the faculty majority on the UAC, which the Faculty Senate believes runs counter to the original intention of the UAC as a faculty-led governing body as well as to SACS Accreditation Principle 3.4.10.
- 4) Associate deans are currently allowed to serve as faculty representatives on the UAC even though the Dean's Council is provided with two seats of its own on the Council. The Faculty Senate believes that no one above the rank of Department Head should be allowed to represent the faculty on the UAC.
- 5) The Faculty Senate believes that the UAC minutes should be regularly posted online to ensure full transparency and the free flow of information and perspectives on curriculum issues.

ACTION PLAN

With the help of Provost Thomas-Smith, the Faculty Senate has put together a set of action proposals for the Senate itself and for the Office of Academic Affairs. Outlined below are the specific action proposals that we request you to recommend to the Office of Academic Affairs.

- 1) The Senate requests that the UAC refrain from considering any adjustment of its bylaws until its membership is brought into full compliance with the existing bylaws (see Issues 2, 3, and 4 above).
- 2) The Senate requests that the Office of Academic Affairs provide, on an annual basis, full membership and attendance records for the UAC. These records would be provided to the chair of the Senate's Committee on Committees to help that committee perform its function of ensuring that faculty interests are adequately represented on university governance bodies like the UAC. If the Dean's Council accepts the Senate's offer to organize annual elections for faculty representatives to the UAC, these records would need to be provided on a schedule that would allow for such elections to be adequately organized. They would also be shared with the Senate's Elections Committee.
- 3) The Senate requests that the Office of Academic Affairs take appropriate steps to ensure that the term limits outlined in the UAC bylaws are strictly observed. This should include informing current UAC members who are serving at the end of their term limit, or beyond, that their service will be concluded after the current academic year.
- 4) The Senate requests that the Office of Academic Affairs take immediate steps to ensure that those Council members whose positions are not explicitly accounted for in the UAC bylaws (see the attached Appendix) do not exercise a vote on any Council business after the current date (3/24/14).
- 5) The Senate requests that once the UAC, after its membership has been brought into full compliance with the existing bylaws, consider amending its bylaws to stipulate that no one above the rank of Department Head can serve as a faculty representative to the UAC.
- 6) The Senate requests that the Office of Academic Affairs take steps to provide for the posting of UAC minutes to its website by the end of the current academic year and on a monthly basis thereafter.

This action plan was formally adopted with an almost unanimous vote (only one vote against) by a Faculty Senate quorum on 3/21/14, and I present it to you in the hope that it will receive your full support moving forward.

With Sincere Gratitude and Respect,

Dr. Clement E. Glenn
Speaker of the Faculty Senate

APPENDIX: UAC Membership

Membership Breakdown According to Language Pulled Directly From UAC Bylaws:

The membership of the University Academic Council shall be constituted as follows:

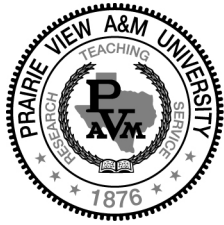
- One member of the regular, full-time University faculty from each school/college **appointed by the dean or elected by the faculty at that college or school.**
 - 1) Agriculture and Human Science
 - 2) Arts & Sciences
 - 3) Juvenile Justice & Psychology
 - 4) Business
 - 5) Engineering
 - 6) Education
 - 7) Nursing
 - 8) Architecture
 - 9) University College
- One member of the regular, full-time University faculty who is a member of the Faculty Senate and who has been elected or appointed by that body to represent the Faculty Senate on the University Academic Council (UAC).
- The Director of Admissions. **[This position is currently unfilled on the UAC.]**
- Two student members to be elected annually by the Student Government Association;
- Two college deans to be elected by the Council of Deans.
- One professional staff member . . . to be appointed by the President from the staff of Student and Enrollment Services. **[This staff member serves as the co-chair of the UAC.]**
- A member-at-large to be appointed by the Provost and Vice President for Academic Affairs.
- The Associate Provost and Associate Provost for Academic Affairs. **[This administrator serves as the chair of the UAC.]**

Current Voting Members Unaccounted For in Bylaws:

- Dr. Don Byars, Associate Provost for Enrollment Management
- Dr. Kay Norman, Director of Diagnostic Testing and Disability Services, Office of Student Affairs
- Ms. Traci Chernosky, Professional Staff, Office of Academic Affairs

Observations:

The UAC bylaws specify a faculty majority of at least 10 out of 18 members (the member-at-large could be either faculty or non-faculty). Under current practice, the Director of Admissions is not included on the UAC but three non-faculty voting members are included contrary to the language in the bylaws. This brings the faculty representation to 10 out of 20 members, removing its majority on the Council.



PRAIRIE VIEW A&M UNIVERSITY

A Member of the Texas A&M University System

28 April 2014

Dear President Wright:

On April 25, 2014, the Faculty Senate passed by unanimous vote a resolution to the effect that PVAMU contract with an external agency to conduct an independent and comprehensive study of all faculty and staff salaries in order to examine the issue of salary compression on campus. Following from this resolution, the Senate would like to request that steps be taken over the summer months to secure bids for conducting such a study so that a contract can be in place by the beginning of the Fall 2014 term.

The study should provide a detailed comparative analysis of all PVAMU faculty and staff salaries in relation to average salaries for comparable positions at peer institutions within the state of Texas, within the nation, and among HBCUs. It should also examine the issue of gender equity in PVAMU faculty and staff hiring and salaries. Ultimately, the study should provide the basis for fair and intelligent salary adjustments, independent of any merit-based adjustments, to bring PVAMU salaries into closer alignment with market rates.

Sincerely,

Dr. Clement E. Glenn
Speaker of the Faculty Senate