

# **Prairie View A&M University**

## **Faculty Senate Meeting Minutes**

Friday, September 11, 2015 at 2:30 p.m.  
O'Banion Building, Room 123

### **Executive Committee in Attendance:**

M. Clay Hooper, Speaker; Sheena Reeves, Secretary; Michael Nojeim, Member at Large; Oluwagbemiga Ojumu, Member at Large; Ronald Goodwin, Parliamentarian

### **Item I: Sign-In By College/School**

#### **College of Ag & Human Sciences**

##### **School of Architecture**

Juanita Jimenez

##### **College of Arts and Sciences**

Orion Ciftja

Megan Collins

Victoria Godwin

DeLinda Marzette

Quincy Moore

Michael Royster

James Valles

##### **College of Business**

Qiang Fei

Sanzid Haq

Louis Ngamassi

Emmanuel Opara

#### **College of Education**

Clarissa Booker

Sonia Boone

Jasmine Hamilton

Douglas Hermond

Lisa Hobson

#### **College of Engineering**

Jorge Gabitto

Lin Li

Sarhan Musa

#### **College of Nursing**

Pamela Cormier (TTVN)

Debbie Jones (TTVN)

Douglas Wakhu (TTVN)

#### **College of Juvenile Justice and Psychology**

### **Item II: Greetings & Call to Order**

1. Speaker Hooper called the meeting to order, with a quorum, at 2:41 p.m.
2. Speaker Hooper mentioned the passing of the immediate former speaker, Dr. Clement Glenn and is open to suggestions on methods of honoring the late Dr. Glenn.

### **Item III: Senator Roll Call**

1. Senator introductions were made at the meeting location and at the College of Nursing.

### **Item IV: Induction of New Senators**

1. New senators elected after the May senate meeting were sworn in by the Parliamentarian Goodwin. Senators Marzette (English), Valles (Math), Boone (Education), Godwin (Communication), Hamilton (Education), Hobson (Education), and Jones (Nursing) were inducted.

### **Item V: Speaker Updates** *(all comments were made by the speaker unless otherwise noted)*

1. The faculty compensation study is underway. The university has hired Sibson Consulting to perform the study. Senators Ciftja, Cormier, and Hooper will serve as representatives in the interview process. Other non-Senate faculty members will be included in focus groups.
2. Dr. Wright is proposing a 3% merit raise this year, which should mean that an individual faculty member can receive anywhere from 0 – 6 % raise based on performance and merit. Last year, a senator noted that some departments choose to give a flat raise to all faculty members without regard merit. The Senate's Committee on Salaries, Benefits, & Budgets should consider drafting a resolution on this issue.

3. Associate Provost Palmer has approached the Senate about being involved in the process for selecting a Piper Award nominee from PVAMU; therefore, an ad hoc committee is needed soon. No timeline has been given yet.
4. In a recent meeting between Speaker Hooper and Provost Nave, the provost expressed her intention to develop procedures for awarding multiyear renewable contracts to non-tenure track faculty on a merit-based system. Senator Hobson asked if the multiyear contracts would also apply to tenured and tenure-track faculty, and Speaker Hooper explained that tenured and tenure-track faculty already have renewable contracts. The multiyear contracts for non-tenure track faculty would only be renewable for a fixed term, probably three years, while contracts for tenured faculty are renewable in perpetuity..
5. The senate wishes to introduce a mechanism by which faculty can participate in the evaluation of academic administrators. Currently, numerical data from the faculty's perspective is not included in administration evaluations.
6. There is uncertainty about who qualifies for the employee tuition scholarship. Adjuncts do not; however, it is unclear if lecturers and instructors meet the requirements.
7. Concealed weapons are now allowed on campus. The president is assembling a task force that will propose a plan for implementing the campus carry legislation on the PVAMU campus. The task force will include Senate representation.
8. Office hours are not consistent across campus. Speaker Hooper mentioned that his department uses a 1 office hour/course method while Senators Gabitto and Reeves mentioned the College of Engineering uses 1 office hour/credit hour taught policy. Senator Hamilton requested clarity on virtual office hours.
9. Senator Hobson mentioned that we should include late payroll, late reimbursements, etc. in the senate agenda. Other senators agreed this is a problem on campus.

#### **Item VI: Budget Update**

1. The Senate was given \$5,000 for the academic year with \$31,000 in reserve. Senator Hermond inquired about for what we could use the fund. Senator Hobson suggested using the funds to attend the state faculty senate meeting so the senate can learn from other universities. (Texas Council of Faculty Senates) Senator Gabitto suggested that the Committee on Faculty Development should help plan activities for the funds. Senator Booker inquired about the senator obtaining liability insurance for senate travel. Senator Opara asked about the senate office and if it required any supplies that the funds could be used for. Speaker Hooper mentioned the purchasing of keys for the room and a microphone/speaker for meeting held in the room.

#### **Item VII: Approval of Previous Minutes**

1. The previous minutes were approved by senate vote with 21 senators in favor, 1 senator against, and 3 senators abstaining.

#### **Item VIII: Update on Senate Bylaws (Senator Nojeim)**

1. The current bylaws are only 2 pages long and need revising. Possible revisions include:
  - a. The Committee on Committees being the executive committee with a different chair.
  - b. Speaker breaks a tie during motions and resolutions.
  - c. How should we break ties for internal elections?
  - d. The full senate must ratify the appointment of committee chairs.
2. Senator Ojumu motioned to create an ad hoc committee on senate bylaws to "explore new bylaw." The motion was seconded by Senator Godwin. There was a question regarding the committee's ability to add bylaws. Senator Nojeim explained that any new bylaw first required a petition of 10 senators (the committee) to propose the new law and that the new law must be ratified by a 2/3 vote from the senate body.
3. The motion passed with 21 votes for the committee with 3 senators abstaining. Senators Goodwin, Hooper, and Nojeim volunteered to serve on the committee.

**Item IX: Administrator's Evaluation Survey**

1. Speaker Hooper commented that it was the senate's goal to finish the survey for this year's evaluation. Senator Reeves mentioned that an award should be given to the administrator with the highest evaluation score. Senator Hermond questioned which administrators we will evaluate. Speaker responded with deans, asst. deans, department heads, and all those in the provost office. Senator Hobson inquired if the senate would use the previous survey from Dr. Bently or if the senate would start fresh. Speaker state we will start with the previous survey.
2. Senator Nojeim motioned to create a committee to explore the creation of an instrument for the administrator survey. Goodwin seconded. Motion passed unanimously. Senators Hermond, Marzette, Fei, Hobson, and Hooper volunteered to serve on the committee.
3. Senator Fei asked who will read the information gathered. Speaker replied with the president, provost, and deans. Senator Hobson mentioned that TSU's information is publicly available. Senator Ojumu suggested that the information should at least be available on the senate website. Senator Hobson mentioned that if administrators are using Rate my Professor then the survey results should be made available.

**Item X: Faculty Evaluation (Rate my professor (RMP), SOS, etc)**

1. Committee on Promotion and Tenure should monitor this process. RMP should be inadmissible when evaluating faculty. In a meeting, the Provost mentioned that if a student mentions RMP during an appeal then administration is responsible for using that information. Senator Booker mentioned that anyone can write an opinion on RMP. It is not accredited and should not be considered. Senator Hermond mentioned that 70% of the people who use the site have some beef with the professor. The other 30% were just greatly surprised at the service received. Senator Gabitto stated that the school has the SOS and question why RMP is being used. Speaker Hooper quoted the Provost as saying the response rate is not high enough. The old paper method had a 60% response rate while current methods are at 8%. Provost Nave did mention that the RMP is not used for evaluations.
2. Speaker Hooper suggested the development of a resolution the SOS.

**Item XI: Committee Sign up**

1. All senators must serve on a faculty senate committee. Senator Reeves reviewed committee chairs. Chairs will be ratified at the next meeting.
2. A motion was made by Senator Hermond to have a joint committee on Recruitment, Retention, and Mentoring. Senator Booker seconded the motion and suggested mentoring remains in the committee name to honor the late Dr. Glen as mentoring was his passion. The motion passed unanimously.
3. Senator Opara requested a co-chair because the committee encompassed many areas. Senator Booker volunteered to serve as co-chair of the committee. Senator Booker also suggested that senate funds be used in this committee.

**Item XII: Additional Comments & Business**

1. Next meeting is scheduled for October 9, 2015 at 2:30 p.m.
2. Senator Nojeim motioned for the meeting to adjourn. Several senators seconded the motion. Meeting ended at 4:30 p.m.