

PRAIRIE VIEW A&M UNIVERSITY

A Member of the Texas A&M University System

Faculty Senate Meeting

October 14, 2014 at 3:00pm
E. E. O'Banion Building, Room 123

MEETING MINUTES

Executive Committee Members in Attendance

Clement Glenn, Speaker
Emmanuel Opara, Vice Speaker
M. Clay Hooper, Secretary
A. Jan Taylor, Asst. Secretary
Ross Wienert, Member-At-Large
Pamela Cormier, Member-At-Large (TTVN)
Ronald Goodwin, Parliamentarian

Item I: Sign-In By College

College of Ag & Human Sciences

Teneinger Abrom-Johnson

School of Architecture

College of Arts & Sciences

Innocent Aluka
Orion Ciftja
Jeffrey Freeman
Michael Nojeim
A. Jan Taylor

College of Business

Qiang Fei
Sanzid Haq

College of Education

Douglas Butler

College of Engineering

Jorge Gabitto
Lin Li

College of JJPY

College of Nursing

Douglas Wakhu (TTVN)
Antonea Jackson (TTVN)
Keshea Britton (TTVN)

Item II: Invocation by Dean Charles H. Lewter

Item III: Greeting & Call to Order

1. Speaker Glenn called the meeting to order, with a quorum, at 3:24pm.
2. Opening Remarks: Speaker Glenn reiterated the theme of "Transforming PVAMU into a Learning Community that Cares," emphasizing the importance of cooperation, coordination, collaboration, and communication.

Item IV: Senator Roll Call

Item V: Approval of Previous Minutes

1. Referring to Item VI.6.b, Senator Butler asked if the department head of Educational Leadership had been involved in the decision to implement a policy of documenting instructors' 40-hour work week. Speaker Glenn clarified that the minutes should only identify the interim dean of the College of Education as the administrator who attempted to implement the policy.
2. Senator Butler moved to approve the September minutes with the correction to Item VI.6.b. Senator Gabitto seconded, and the minutes were unanimously approved.

Item VI: Executive Committee (EC) Recap of the Faculty Senate Luncheon (10/1/14)

1. Secretary Hooper reported on the success of the recent faculty luncheon sponsored by the Senate; the luncheon was well-attended by Senators and non-Senate faculty members. Secretary Hooper focused primarily on the issues discussed by Provost Nave in her comments to the faculty:
 - a. *Merit Raises:* Merit raises will be implemented at a rate of 2.5% across all colleges. Raises will appear on December paychecks.
 - b. *Compensation Study:* A Request for Proposals for the compensation study recommended by the Faculty Senate (see the recommendation attached to the April 2014 minutes) is being drafted. The RFP will be submitted to the Faculty Senate for review and comment before being sent to potential bidders.
 - c. *Ellucian:* Faculty and staff are in the process of testing an online advising platform, Ellucian, that will provide more in-depth information to advisors and administrators regarding student success. Ellucian will also provide an early warning system for students who are at risk for various reasons and will make CAP audits more efficient and accurate.
 - d. *Classroom Technology:* The administration is currently reviewing the state of classroom technology and will make various improvements based on what it finds.

Item VIII: Committee Reports

1. *Committee on Promotion, Tenure, & Due Process:* Member-At-Large Cormier (chair) reported that the committee had reviewed its mission but had not yet held a substantive meeting.
2. *Committee on University Facilities:* Member-At-Large Wienert (chair) reported that the committee continued to be in contact with Vice President Bradford about the possibility of placing senators on institution-wide committees related to facilities governance even though it is not feasible to have representation on all such committees. He also reported that it is almost time for the institution to develop a new master plan related to facilities and that the Senate should advocate for more faculty involvement in the development of the plan.
3. *Committee on Committees:* Secretary Hooper (chair) reported on four priorities for the committee: 1) Follow up on Senate inquiries related to the recent hiring process for an Associate Provost position (see attached) and advocate for the development of documented procedures for faculty participation in the hiring process for executive administrators, particularly within Academic Affairs. 2) Work toward developing a formal and recurring process by which faculty members evaluate academic administrators. Secretary Hooper suggested the possibility of the Senate hosting a roundtable during the Spring term in which faculty members and administrators might discuss such a process, perhaps guided by a guest from another institution where this is done well. 3) Follow up on Senate recommendations related to the University Academic Council (see the document attached to the April 2014 minutes). 4) Pursue inquiries related to the current structure and procedures of the Graduate Council.
 - a. Referring to the recent appointment of Senator Butler to represent the Senate on the Graduate Council, Senator Nojem asked what process was followed and why. Speaker Glenn explained that he appointed Senator Butler to the Graduate Council. Senator Nojem suggested that, since the Senate had recently passed a motion to the effect that the Senate representative to the Academic Council be elected by the Senate body rather than appointed by the Speaker (see May 2014 minutes, Item IX.2), it would be appropriate for the Senate body to also elect its representative to the Graduate Council. Secretary Hooper agreed.

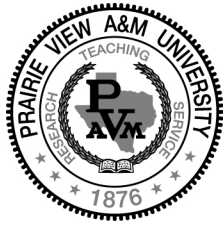
4. *Committee on Senate Elections:* Secretary Hooper (member) reported that, as per the Senate Constitution, the committee would reapportion the Senate membership prior to the Spring elections. The committee is also planning to continue and enhance the procedures developed during the previous elections for informing the faculty of each college about the service records of their sitting senators.
5. *Committee on Faculty Communications & Relations:* Secretary Hooper (member) reported that the committee had developed a template for a Senate Newsletter that will be distributed to all faculty via direct email and Campus Announcements on a regular basis (see the October newsletter attached). He also emphasized that Senate had made significant progress in communicating with faculty using website updates as well as events like the recent Senate luncheon for faculty.
6. *Representative to the University Academic Council and Graduate Council:* Senator Butler reported that the Graduated Council meets quarterly and had recently met to approve its mission statement.
 - a. Secretary Hooper asked how the membership of the Graduate Council is apportioned and how faculty representatives are selected. Senator Aluka agreed that these are important questions and urged Senator Butler to seek answers at the next meeting of the Council.
 - b. Secretary Hooper asked whether the Graduate Council has a formal constitution and bylaws and pointed out that such documents should be available online. Senator Butler responded that he was unsure about whether such founding documents exist and noted that the decision-making procedures for the Council have not yet been formalized.
 - c. Vice Speaker Opara (College of Business representative to the Graduate Council) noted that faculty representatives to the Council are currently appointed by the deans and suggested that they should be elected by the faculty of their respective colleges. Speaker Glenn suggested that Senator Butler work with the Committee on Committees to develop relevant proposals for the Graduate Council.
7. *Committee on Faculty Research & Development:* Senator Butler (chair) reported that only 34% of PVAMU students graduate in six years and expressed the importance of developing the faculty's ability to help students matriculate.
8. *Committee on Student Recruitment:* Vice Speaker Opara (chair) reported that most academic units are struggling with recruitment. In order to develop standardized recruitment strategies for all units to adopt, the committee has selected as models the two units that have had the most success in recruiting and enrolling new students: the College of Nursing and the College of Engineering.
9. *Committee on Enrollment, Retention, and Matriculation:* Speaker Glenn (chair) shared information about his own program for educating students about strategies for matriculating and graduating. He also reported that Human Resources is developing customer service guidelines for faculty and staff to follow.
 - a. Referring to the HR guidelines for customer service, Secretary Hooper asked who the customer is. Speaker Glenn responded that students are the customers. Secretary Hooper asked if the guidelines would also identify and address other stakeholders (namely the local, regional, state, and national communities) as customers for whom the university provides a service/product. Speaker Glenn responded that students are the only customers of the university. Secretary Hooper asked if the HR guidelines would be used to penalize faculty members who reject the false premises on which the customer-service model of education is founded. Speaker Glenn assured the Senate body that it would not.
10. *Ad Hoc Committee on the Faculty Handbook:* Parliamentarian Goodwin (chair) reported that a draft of the handbook would soon be distributed to all senators for review and that comments should be submitted to him by November 22, 2014.

Item IX: Additional Business

1. Speaker Glenn announced that the Executive Committee would meet with President Wright and his executive team early in the Spring term.
2. Speaker Glenn announced that the Senate would plan a faculty luncheon for the latter portion of the

Spring term, tentatively scheduled for April 8, 2015.

3. Senator Goodwin motioned to adjourn the meeting, and Senator Opara seconded. The meeting was adjourned at 4:52pm.



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Dear President Wright,

At 9am on Wednesday, September 10, 2014, a Special Campus Announcement was issued regarding a public meeting later the same day with Dr. Sabrina Phillips, the single finalist for the position of Associate Provost for Academic Affairs. This announcement raised several concerns among the faculty that were discussed during the Faculty Senate meeting on the Friday of the same week. The Senate's discussion generated the three points of inquiry that are discussed below.

The Senate body voted unanimously to send these three points of inquiry to you with the request that you address them as soon as possible.

Three Points of Inquiry

1. Why was the notification for the public meeting with Dr. Phillips sent out only five hours before the meeting?

Discussion: Five hours is hardly enough prior notice to allow stakeholders to adjust their schedules to accommodate the meeting. The same practice of announcing public meetings on extremely short notice was evident last year in the search for Vice President of Research & Dean of the Graduate School. The reasons for this practice are very unclear, but the result is that stakeholders are not given an adequate opportunity to meet and evaluate the candidate. The prevailing sentiment within the Faculty Senate is that it would be inappropriate to hire Dr. Phillips or anyone else without giving stakeholders a realistic opportunity to attend the public meeting.

2. Why is there no Faculty Senator on the search committee?

Discussion: During the 2013-2014 academic year, it was the understanding of the Senate that, henceforth, all search committees for positions within the executive administration would include a Senate representative. For this search, I was notified about the initial meeting related to the search, but was unable to attend due to medical reasons. While I take full responsibility for not sending another Senator to the meeting in my place, no attempt was made to communicate with me about the search after that first meeting. The prevailing sentiment among the Senate is that the search should not have proceeded without Senator on the committee.

3. Why is there only one finalist for the position?

Discussion: The announcement for the public meeting with Dr. Phillips seemed to indicate that she is the only finalist for the position. If true, this is the most troubling aspect of the search. During its discussion of this issue, the Faculty Senate could think of only two reasons for this abnormal state of events:

- a. There is only one desirable candidate interested in the position. With no disrespect for the candidacy of Dr. Phillips, this would indicate that the pool of candidates is simply not deep enough to ensure that we are getting the best possible person for the position.

If there is really only one finalist for such a vital position, then it seems that the search should be suspended until there is a deeper pool of candidates to choose from.

- b. The search has been conducted in a way that has limited the number of applicants. Given the importance of this position, it should be advertised as broadly as possible with a long enough application period to allow a broad range of candidates to apply. Since there is only one finalist for the position, the Senate feels compelled to ask for information about how the position was advertised and how long it was (or has been) open.

Thank you for taking the time to address these concerns. The Senate looks forward to your response and to a continuing dialogue on this issue and others.

Sincerely,

Dr. Clement E. Glenn

Speaker of the Faculty Senate

Faculty Senate Newsletter

October
2014



Speaker Glenn honors outgoing senators at faculty luncheon

Recent Actions

Faculty Compensation Study

The administration will take bids from external agencies for a contract to conduct the comprehensive compensation study that the Senate proposed last spring. On Oct. 24, the Senate provided critical feedback on the Request For Proposals that will go to potential bidders. View the Senate's original proposal and its RFP feedback at

<http://www.pvamu.edu/facultysenate/reports/proposals-to-the-president/>

Administrative Hires

The Senate sent a letter of inquiry to President Wright regarding the hiring process for administrative positions. View the full letter at <http://www.pvamu.edu/facultysenate/reports/other-updates/>

Updates on Previous Actions

University Academic Council

The UAC will consider changes to its bylaws suggested by the Senate. View the Senate's proposal regarding the UAC at <http://www.pvamu.edu/facultysenate/reports/proposals-to-the-president/>

Recent Events

Faculty Luncheon

On 10/1 the Senate sponsored a luncheon at which outgoing senators were honored. Honorees included Drs. Cleo Bentley, John Williams, Max Fontus, Alice Pendleton, and Warsame Ali. Provost Nave addressed the faculty on the following topics:

- Upcoming merit raises
- Pilot study for improved online advisement platform
- Plans for classroom technology enhancements

Transforming PVAMU
into a Learning
Community that Cares

Senate Leadership

Speaker

Dr. Clement E. Glenn
(College of Education)

Vice Speaker

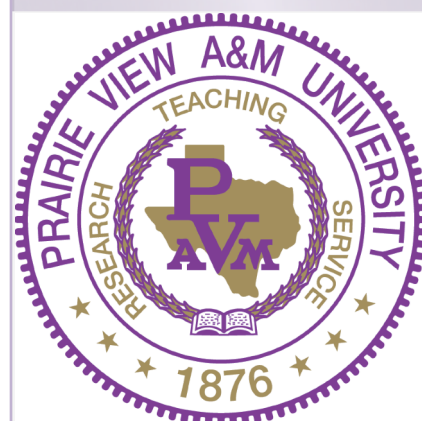
Dr. Emmanuel Opara
(College of Business)

Secretary

Dr. M. Clay Hooper
(College of Arts & Sciences)

For information about the full Executive Committee, including contact information, go to:

<http://www.pvamu.edu/facultysenate/committees/executive-committee/>



Next Senate Meeting:

November 14th, 3-5pm
E. E. O'Banion Building
Room 123

Visit the website for more details:
www.pvamu.edu/facultysenate