

Faculty Senate Meeting Minutes
February 18, 2020
3:00 p.m. – 5:00 p.m.
Lee Hall Auditorium

Officers (Present)

Dr. Ann Marie Cavazos, President
Dr. Tiffany Ardley, Vice President
Dr. Naquita Manning, Secretary
Dr. James Muchovej, Interim Parliamentarian

Senators (Present)

Dr. Terrell Brown
Dr. Lillie Brown
Dr. Jeneen Surrency
Dr. Kyle Eidahl
Dr. Novell Tani
Dr. Robin Perry
Atty. Kenya Washington-Johnson
Dr. Michael Thornton
Dr. Daniel Osborne
Dr. Katie Brodhead
Dr. Ezzeldin Aly
Dr. Lavetta Henderson
Dr. Anthony Ananga
Dr. Aavudai Swamy
Prof. William Henslee
Dr. Angela Thornton
Dr. Arlesia Mathis
Dr. Ebenezer Oriaku
Ms. Thomasina Brock
Dr. Vivian Wilson
Dr. Yassir Abdelrazig
Dr. Rajiv Dalal
Dr. Pia Woodley
Prof. LaVerne Wells-Bowie
Dr. Kelley Bailey
Dr. Aretha Hill
Mr. Doug Blackburn
Dr. Leah Hunter
Dr. Lisa Gardner
Dr. Michael Martinez-Colon
Mr. Keith Fagg
Ms. Jacqueline Menzel

Senators (Absent)

Dr. Michee Lachaud
Dr. Jamal Brown
Dr. Tarik Dickens
Prof. Seyedehmahsan Mohsenin
Mr. Leon Prosper
Dr. Roscoe Hightower
Dr. Ashvini Chauhan

Senators (Excused)

Dr. Lavetta Henderson

EX-OFFICIO (Voting) (Present)

Dr. Carl Goodman
Dr. David Jackson, Jr.

EX-OFFICIO (Voting) (Absent)

Dr. Robert Taylor
Mr. Bryan Smith

SGA (Voting) (Absent)

Ms. Alexys Lynn
Ms. Taylar Hall

Call to Order:

The meeting was called to order at 3:07 p.m. by Senate President Dr. Ann Cavazos

OPENING REMARKS/ANNOUNCEMENTS:**Dr. Cavazos, President of Faculty**

Good afternoon! Senators, faculty, President Robinson, Provost Edington, Deans, and guests!

At our last Faculty Senate President Robinson posed this question to the body, “Are we putting the money where it needs to be placed and do we have the rationale for its placement?”

- He stated that the Board of Governors (BOG) has changed the funding model metrics, it is now based upon a 4-yr graduation rate instead of the previous 6-yr graduation rate.
- He stated that the statewide mission from federal government is that we are expected to serve the local community as well as the state.

So, I want to encourage us, faculty members, to lead by example, we have to go into the community and be that beacon of hope for an ever-changing world ...

FY2021 Priorities for Funding include:

- Increase student success outcomes
- Promote accountability and increase efficiency
- Support faculty excellence
- First class business infrastructure
-

Provost Edington discussed:

- Academic organization structure and degree offering,
- He briefly described the budget process...non-recurring funding... talked about the deans having to demonstrate a reason for funding...
- An audit and academic program review will be used to assess optimal efficiency.

A Greek philosopher once said, “*Change is the only constant in life!*” We’re in yet another season of change and we’re being challenged to step up to the plate and facilitate change. I believe that we the Senators can still be the catalyst of change, for the future of our students, institution and the community!

Change is a good thing, it’s not bad. As we move forward let’s continue to commit ourselves to making the change, be that change that our President is asking of us, or more like requiring of us, we have to be the change that will best benefit our students, our University and the community around us. We are going to make this change to ensure our future as faculty members; that we might continue to stand as a beacon of hope, a place of refuge, but also as a place of continued higher education!

I’ll leave you with this quote from Leo Tolstoy: “Everyone thinks about changing the world, but no one thinks about changing themselves!”

Let’s be the change we want to see in at this university – together we can accomplish great things!

Thank you

Announcements:

Board of Trustees (BOT) meeting advocated for faculty senate to showcase the faculty members. Dr. Chauhan who received a Million-dollar Research Grant. Requesting Faculty Senate to share successes with Senate President so that they may be shared at the BOT Meeting March 5, 2020.

Senate President called for quorum. Parliamentarian Muchovej reported that meeting has a quorum.

University Administration Remarks:

Provost Edington

Provided update /overview on FY 2021 Budget and Planning Process in accordance with 2017-2022 Strategic Plan for FAMU Rising. Following plan closely but a lot of change has occurred since 2017. Due to the evolving change, the Strategic Plan has had to refocus and develop a plan to meeting the goals and targets established by the Board of Governors (BOG). The BOG has been refining the goals, therefore the Institution had to refine our priorities to meet the designated targets set by the BOG.

There has been a significant increased emphasis on Accountability and Efficiency. The Provost focused on Efficiency.

Legislature looking for ways to reduce budget

- Potential reduction in State Funding; budgets for higher institutions are being scrutinized. College of Pharmacy is being considered for budget cut with the Crestview Site. Crestview has a budget allocation for \$1.5M per year that is not included in the University's base budget
- The proposal is to cut \$500K from College of Pharmacy Crestview budget
- Our Legislative team is working on this proposed budget cut for the Pharmacy program, as we understand that it would be irresponsible if University was not proactive and plan to take aggressive action

Provost Edington asked the Faculty Senate where they thought the funding would come from to support a half million dollar cut, stating that it would come from faculty. Thus, we have to be well armed to protect the Institution. This calls for a refining our priorities.

Performance Funding Model

- Gets funding based upon performance is the key
- Under performance equates to loss of funding
- We are not allocating existing dollars, too often allocating new dollars
 - o Need to only allocate new dollars towards priorities
- Do we address underperforming units from a resource allocation perspective?
- Are eliminating inefficiencies?

We need to think about long-term stability.

Goal for FAMU – must consider Institution's viability and promote efficiency, as well as effectiveness.

Components for New Approach to budget:

1. Adopt a “Full Fund” budgeting model; where we look at all sources to support priorities
2. Evaluate all vacant positions for potential reallocation or elimination
Fill critical needs first
3. Modify function and role of Budget Council.
Change Budget Council to make it more purposeful
4. Increase Operational Efficiency
Prioritizing and specifying areas that need funding first
Ensure the areas that help meet funding metrics are adequately resourced

An example is transfer student graduation rate is a funding metric—Are we well equipped to recruit, educate, and graduate transfer students? This require an assessment of the need to fulfill this requirement.

Components of Budget Process regarding developing budgets at the unit level.

1. Unit Assessment and Evaluation
2. Salary Justification
3. Request for New Resources
- Wish list need to make sense for the University

Budget workshop was held for Deans, Vice Presidents, and leaders and directive was given to make sure stakeholders are involved in the budgeting process for the respective Colleges, Schools, and Departments. Encouraged faculty to inquire of Deans regarding budget process if not already aware. He also challenged Deans to keep faculty engaged and involved.

Legislature proposal that two colleges in the Florida SUS merge. This is based upon cost; cost of producing degrees. FAMU is on 3rd on the list for recommendation to merge with another smaller institution.

Goals of recommendation to merge Institutions is to produce degrees more efficiently.

Question posed to Faculty Senate from the Provost; How do you communicate ideas for improvement?

General response- send ideas to Faculty Senate.

President, Faculty Senate Cavazos called for questions.

Dr. Maurice Holder made comments regarding Provost Edington’s report. He thanked Provost for his presentation and spoke in support of the plan for efficient use of University resources.

No further questions or comments came from the floor.

Approval of February 18, 2020 Meeting Agenda:

Dr. Cavazos called for a motion to approve the agenda. Dr. Novell Tani motioned to approve, and the motion was seconded by Dr. Terrell Brown. Question by Dr. Pia Woodley, asking if Agenda to include October and November 2019 meeting minutes. Dr. Cavazos clarified question, calling for motion to amend Agenda to include request to approve meeting minutes from October 15 and November 19, 2019.

Motion made to include the October and November 2109 meeting minutes on the Agenda for February 2020. The motion carried with voice vote and no opposition.

Approval of January 21, 2020 Meeting Minutes:

Dr. Cavazos asked for a motion to approve the November 19, 2019 meeting minutes. Dr. Woodley motioned to approve with necessary corrections sent to Senate Secretary via email. Dr. Ezzeldin Aly seconded. The motion passed with voice vote and no opposition.

Approval of October 15, 2019 and November 19, 2019 Meeting Minutes:

Dr. Cavazos called for motion to approve meeting minutes for October 15, 2019 and November 19, 2019. Dr. Pia Woodley motioned to approve meeting minutes for October 15, 2019 with corrections that may have been sent to Senate Secretary. Dr. Eidahl seconded. The motion carried with voice vote and no opposition.

Dr. Pia Woodley motioned to approve meeting minutes for November 21, 2019 with corrections as needed. Dr. Eidahl seconded.

Discussion by Dr. Robin Perry stating he understood that the minutes have been reviewed by incoming secretary, and the minutes we have to date might be the best reflect of what we have to date. No additional modifications were made by Dr. Manning, Senate Secretary.

Dr. Muchovej, Parliamentarian clarified that at any time the minutes can be amended if sometime in the future an error is discovered, but at this time Senate need to have minutes approved so that they may be placed in the archives for accessibility.

The motion passed with voice vote and no opposition.

Dr. Cavazos asked for faculty to share information on faculty to recognize/showcase Faculty doing great things.

Continuing Business

Curriculum Committee Report (report is summarized as follows):

Dr. Kyle Eidahl presented a report to senators in their folders which contained

- 9 course change requests from the FAMU-FSU College of Engineering, which are course terminations to update the catalog
- 7 course change requests from the College of Science and Technology
- 1 course change request from the College of Agriculture and Food Sciences
 - o Course was submitted as online but not as hybrid, request is to add hybrid as an option for course instruction
- 9 course change requests from the College of Law
 - o Program Modification requested for Juris Doctorate degree, increase writing component for this program
 - o Requesting name changes for Contracts, Civil Procedure, Property, and Torts courses. For those same courses, changing credit hour from 3 to 4.
- courses

Dr. Eidahl recommended that all requests for online course should be submitted for both online and hybrid to avoid having to resubmit if decision is made to change to hybrid at a later date.

Questions:

Dr. Novell Tani asked about Teaching Assistant (TA) I, II, III, IV as a new course, if course is taken once or multiple times. Asked if mandated to take course four time, and the response from Dr. Eidahl was no that there would not be a requirement to take the course multiple times but allows opportunity to do so. Senator William Henslee stated that the reason this course is four semesters is so students could start in their second year, however you cannot take the same course more than once. For credit the Teaching Assistant course is tied to the course credit allowance for that course in which the Teaching Assistant is assigned.

Dr. Cavazos called to entertain a motion to approve the Curriculum Committee Report as a slate. Dr. Perry motioned to approve, Dr. Henslee seconded.

Opened for Discussion/Questions: Dr. Aly inquired as to why Law Courses Introduction to Analytical Skills I and II are 0-1 credit hours. Dr. Henslee stated these courses are designed to help students with first year courses and prepare for the bar. However, they found that because courses were zero credit, not as much effort was given by students. Course then revised into a credit generating course.

Dr. Tani questions about rationale for credit hour generating Teaching Assistant course. Dr. Henslee explained that students do not receive pay for TA course, so therefore provide course credit. Dr. Tani asked about legality of providing course credit for a position that had an actual job description, and giving course credit as an elective. Dr. Cavazos responded that rather than job description but a title that allowed student to work with a Professor. She was unsure if grade was awarded. Dr. Henslee clarified that TA course was pass or fail. Dr. Tani stated that TA positions on campus are jobs, and TA is a job title and believes that the name for this course should reflect the position, such as Practicum or another appropriate name.

Dr. Cavazos asked if College of Law could use another name for the current Teaching Assistant name for the course. Floor stated that the request would have to go back to the Law School Senator Washington inquired is legal had been consulted. She also stated her understanding was that TA's spent time with the faculty for advanced learning opportunity and would prefer that as opposed to being given a key to grade assignments. Dr. Henslee clarified that TA's were not permitted to grade assignments.

No other discussion or questions for that motion.

Dr. Cavazos stated that motion needed to be amended, remove the Teaching Assistant Courses from the request for approval. The course would need to go back to the College of Law for clarification.

Dr. Woodley stated secondary motion needed. Dr. Woodley moved to amend the existing motion, whereby we remove the Course LAW 6XXX Teaching Assistant I, II, III, IV. The motion was seconded. The motion passed with voice vote, no opposition.

We already have a motion to approve the Curriculum Committee Report as a slate.

Dr. Perry motioned to approve, Dr. Henslee seconded. The motion passes with voice vote, no opposition.

Dr. Eidahl reported he Curriculum Committee would resend course approval for LAW 6XXX Teaching Assistant I, II, III, IV for name change.

Executive Council Update

Dr. Novel Tani and Dr. Kyle Eidahl provide President's Leadership Team Report. Report available and may be requested from Faculty Senate Secretary via email.

Summary

Academic & Student Affairs: Spring Preview is scheduled for March 28, 2020. Expecting a robust freshman class, GPAs for existing students are increasing, and this is projected with overall goals to improve graduation rates.

University Advancement: Encouraged to continue and increase financial support to University through giving, purchase of FAMU tags, and support of fundraisers. Currently at \$5M towards \$12M goal. April 30-May 1, 2020 is allocated as Day of Giving; contributors may hold donations until that time frame as external donors are willing to match donations. National Alumni Association Convention will be held June 4-7, 2020, encouraging maximum support. Strategic Planning: FAMU Rising 2017-2022 plan is in action. Budget Training for the Leadership Team and Deans were held on February 3, 2020. Management Training focused on first-class business infrastructure. Be on the lookout for notifications on management training and workshops.

Analysis of Institutional Effectiveness: Faculty Workload Study will be updated by ad hoc committee.

Audit and Finance: University engaging in policy and procedure reviews to ensure compliance. Finance and Budget processes are being initiated at the department/college/school levels. Leadership personnel directed to engaged with faculty/staff regarding budgetary allocations.

Communication: Online presence increasing for University to increase visibility, to increase enrollment. Assessing appropriate use of social media platform for University, to ensure alignment with FAMU branding and strategic priorities.

Compliance and Ethics: Mandatory training for ethics due April 1, 2020. Additional required trainings include Mental Health (KOGNITO Training) due April 20, 2020.

Research: New Title III Director will report for duty on February 21, 2020. FAMU generating more grants compared to last year. Goal is to get to Research (1) status within 5 years (estimated \$60 million needed per year).

Athletics: University working on efforts to move male and female athletics forward. Seeking additional scholarships for athletics. Encouraging purchased of donor packages for athletics.

Construction Projects: all construction projects are on-time and on budget. Amphitheater is 98% complete, CASS building is 75% complete, and 700-bed building is 65% complete.

Events scheduled for February and March 2020:

February 20, 2020	BOT Conference
February 22, 2020	Harambee Festival
March 4-5, 2020	BOT Meeting, Grand Ballroom
March 27, 2020	Management Seminar, Grand Ballroom

Dr. Cavazos called for Dean Early to present the request for name change for the College of Pharmacy and Pharmaceutical Sciences. She briefed Senators that members of the Steering Committee asked for a report in the form of a SWOT Analysis to answer questions and for document to be provided in advance to allow Senators a chance to review prior to meeting today. Further statements made in regard to importance of this decision and wanted all to have information required to make an informed decision. Senate President stated she received report today and had not had an opportunity to review the report. As the President, she wanted the body

to know that the decision to move forward with hearing the report from Dean Early was up to the body.

College of Pharmacy Name Change

Presented by Dean Johnnie Early. Dean Early began with apology stating that when the process for name change began about a year ago, they did not envision it would require so much time and effort outside of the College. He stated that they took great strides to ensure that all were involved on College of Pharmacy campuses as well as Public Health. Public Health had input as to how they wanted to be recognized and represented, as they have been a part of the College of Pharmacy for 25 years. The information is provided in two steps. Dean Early stated he thought some of the SWOT questions may have been posed without fully understanding what Pharmacy was trying to do. The Executive Summary outlines that they seek to include in the College of Pharmacy, Public Health that is already a part of the college. The one campus for which the name will not change is in the city of Crestview in order to be respectful, as it was sponsored by a Senator who is now deceased.

The name change process began in 2018, and seeking to include Public Health in the name of the college.

Dr. Cavazos called for questions and reiterated that she had not had an opportunity to review the report and is therefore not prepared to cast a vote.

Dr. Eidahl seeking clarification of process for name change approval. Stating he inquired if Faculty Senate approved name change, was it done. He was informed that the Faculty Senate's vote is only one step in the process.

Dr. Perry stated he felt Dean Early's summation provided adequate and appropriate information regarding name change.

Ms. Jacqueline Menzel asking for timeline and additional information for proposal.

Dean Early commented that timeline has been outline and Provost and University President is aware of what Pharmacy is trying to do. Including Public Health into name will elevate its exposure as well.

Ms. Menzel asked Dean Early if he was saying that there was a risk for not receiving budgetary funding from legislature if name change not done.

Dean Early stated he did not make that link.

Ms. Menzel asked if there was an emergency that this (name change) needed to be done this month, if time was of the essence.

Dean Early stated that if request is approved today, it could be presented to the Board of Trustees next month and not delay this process until the next school year.

Motion made by Senator Henslee to table name change of College of Pharmacy until March 2020 meeting to allow body to review document presented by Dean Early. No one seconded motion. Motion failed.

Dr. Carl Goodman recognized and came to floor stating he was confused as to why the name change needed a SWOT Analysis. He stated his opinion that Dean Early was clear as to the need for the name change and how it would elevate the Public Health program. He stated he feels the name change is due. After approval from Faculty Senate, it will then go President of University and then the Board of Trustees.

Dr. Woodley stated after reviewing the document, it is clear to her that Public Health is buried as it currently stands and that the name change will provide the visibility that is much needed for Public Health, to attract students. Dr. Woodley moved that we accept the name change that has been presented to us; College of Pharmacy and Pharmaceutical Sciences, Institute of Public Health. Seconded by Dr. Alesia Mathis.

Call for discussion. Dr. Woodley asked who is eligible to speak. Dr. Cavazos clarified that any faculty member is allowed to speak.

Dr. Holder voiced opposition to name change, stating it was something (Public Health) was something that occurred from a lot of hard worked. Stated he was concerned what would happen to Public Health if something happened to College of Pharmacy.

Dean Early stated for 25 years, FAMU was one of few that had Public Health integrated with Pharmacy. He alluded to other Pharmacy programs that had other health science fields embedded into them, all had identification of the programs in their name.

Dr. Holder stated that initially Public Health was brought to FAMU to be a part of the graduate school.

Dr. Ebenezer Oriaku commented faculty voted on name change, he was present. and Public Health accepted name change.

Dr. Woodley commented she wanted to acknowledge Dr. Holder and that she values and respects his opinion. She also stated that the one thing that is constant is change and the one way to manage change is to plan. The plan was addressed and the Faculty Senate is being asked to address the name change.

Dr. Mathis, faculty for Public Health, stated they were involved in the name change and they were asked how they wanted to be represented. Her opinion is that they were hard to see, hard to find on the web page, were having difficulty recruiting students when they didn't know where to find you. She stated there were students on campus who did not know FAMU had a Public Health program, therefore by raising visibility of the program would help with recruiting. Dr. Mathis reported that Public Health is a large graduate program, boasting over 100 students, but you would not know that from the visibility of the program as it is not in the name of the COPPS. It will also help with elevating the Carnegie classification of the University.

Ms. Menzel stated she was asking about clarification in execution because she is behind on knowledge of name change and want to state that she is fully behind the name change.

Dr. Washington want us to be mindful of our role as a Faculty Senate. The faculty at the COPPS and Public Health have agreed upon the name change and this may not be the place to debate the issue. They are asking us to allow them to move forward in a more efficient way, and we do not want to replace the will of the faculty that we represent.

Dr. Holder stated the agree with Senator Washington, and asks Dean Early is this name change a part of his strategic plan?

Dean Early stated the plan is to adequately represent the Institute of Public Health

No further discussion/questions. Dr. Cavazos proceeded with vote on motion. The motion passed by voice vote with no opposition.

Dr. Cavazos:

The last Steering Committee, the recommendation to form a interim ad hoc Constitutions and Bylaws Committee was given by President Robinson.

The Senators are:

Faculty Senate Vice-President Tiffany Ardley

Senators: Dr. Kyle Eidahl, Dr. James Muchovej, Dr. Angela Thornton, Dr. Pia Woodley, Dr. Robin Perry

Non-Senators: Dr. Maurice Holder, Dr. Bettye Grable, Dr. Shiv Persaud, Dr. Patricia Broussard, Dr. Markita Cooper, and Dr. Robert Abrams

The Committee will evaluate effectiveness of Constitution and By-Laws. The University President will elect a chair.

Announcement:

Received email from faculty member Darius Young regarding faculty promotion. He was concerned about language in faculty handbook that prohibited a faculty member from seeking promotion for a period of time. It was discussed that the Faculty Handbook need to be revised. Dr. Muchovej commented that the Collective Bargaining Agreement that deals with terms of employment and BOT creates rules of regulations based on Florida Statutes. Faculty Handbook is designed to be a compilation of those materials and not create terms and conditions of employment. Promotion should be determined by each individual college/school and not the Faculty Handbook unless the board wants to make a change to that. The Faculty Handbook has not been updated in sometime. It has a 2008 date, but history shows that it was "looked at" but nothing was done as far as updates. The document is required, review should be done as a group, and should be done fairly quickly.

Dr. Cavazos appointed Dr. Muchovej as Chair of Committee to review Faculty Handbook.

Dr. Oriaku posed the concern of members who cannot be present physically for meeting but should have access to meeting. He noted Pharmacy has capability for distance accessibility. President Cavazos stated concern has already been addressed and have arrangements made for audio capability for March 2020 meeting.

Meeting adjourned at 4:55 p.m.

Respectfully Submitted

Naquita Jackson Manning, DNP
Faculty Senate Secretary