

Approved Minutes of the Faculty Senate Meeting January 27, 2016

Meeting called to order at 2:00 PM by President Dionne Rosser-Mims.

Members Present: Catherine Allard, Gary Manfready, Jonathan Taylor, Trey Fitch, Jeff Simpson, Lane Eckis, Michael Slobodchikoff, Michael Stewart, Vijaya Gompa, Zhiyong Wang, Dianne Eppler, Gina Mariano, Tonya Conner, Margaret Gnoinska, Jeffrey Ickes, Dionne Rosser-Mims, John Jinright, Kerri Outlaw, Kelly Johnson, and Joel Campbell

Members Absent: James Orrock (no notice), Trellys Riley (notice), William Heisler (notice), Ronald Shehane (no notice), Paige Paquette (notice).

Others Present: Earl Ingram, Herbert Reeves, Mark Tillman, Sohail Agboatwalla

Preliminaries

- I. Introduction of Guests & Speakers: Dr. Earl Ingram has been asked to speak regarding the College of Arts and Sciences search for the dean's position and Mr. Herbert Reeves has been invited by the Technology Committee to address the parking on the Troy University campus.

Reports Committees

II. Executive Committee – Dr. Rosser-Mims:

- a. The Executive Committee meets monthly. We have had lots of discussions around the faculty survey that we conducted last year. The Ad Hoc Committee, which has been tasked with analyzing the survey and finding the appropriate tools to provide constructive feedback from the faculty, has been hard at work. I am pleased with the results so far.
- b. Both Dr. Rosser-Mims and Dr. Catherine Allard represented the Faculty Senate on the University Review Committee (URC). The URC is pleased with the process of how the packets for tenure and promotion were reviewed in the 2015-2016 academic year.
 - i. Dr. Allard made a few remarks regarding the URC. She reiterated that the Tenure and Promotion process is comprised of two main stages: the College Review Committee (CRC) and the URC. This is a very good way of evaluating the faculty who are undergoing the Tenure and Promotion process. With more faculty involvement, there is more care and thought given to the candidates' packets. Much attention and discussion is given to each individual packet and each URC reviewer has plenty of time to review and revisit the applications.
 - ii. Therefore, Dr. Allard urged all Faculty Senators to please tell their colleagues to gather their material ahead of time and pay attention to how most effectively present their information for review. The material put together by candidates should not be hard to follow and should be put together logically. All candidates need to carefully review and follow the established guidelines. If there are colleagues who claim that guidelines for T&P do not exist, please tell them that they do and have them ask their chairs how to locate them.
- c. Dr. Rosser-Mims expressed special thanks to Vice Chancellor Givhan for the newsletter. "We have an incredible talent in this institution," Dr. Rosser-Mims said, "and we need to share the news." She made it clear that the weekly report put together by Mr. Andy Ellis is a great step in the right direction as far as communication is concerned within the University.

- d. Dr. Rosser-Mims then asked Dr. Earl Ingram to speak to the Faculty Senate about the College of Arts and Sciences search for the dean's position. Dr. Ingram agreed to address the issue and to take questions from the Senators.

**Dr. Ingram's Remarks regarding the College of Arts and Sciences
search for the dean's position and Q&A**

1. The search process that we are following is the same that we used in the last dean's search that I have been involved in. The search committee is chaired by Vice Chancellor Givhan to review applications, to conduct interviews face to face with internal candidates and via WebEx or Skype with external candidates. The committee received 20 or 22 applications in the initial applicant pool.
2. I will be receiving a short list soon. I will look at the credentials and profiles of these candidates. I will receive notes from the search committee and discuss the next steps with Chancellor Hawkins. As far as my role, I am the last to give recommendations to the Chancellor. However, it is the Chancellor who appoints deans.

Q: Are faculty involved in the process?

Dr. Ingram: Based on the recommendations, more than one candidate will be brought to campus. The finalists will interview with the deans and will give presentations to the university faculty. Those not on the Troy campus will have a chance to hear those presentations via video conferencing. Ultimately, though, this is an administrative position and the decision will be made by the Chancellor with faculty's input.

Q: I would like to see more input from the faculty, though.

Dr. Tillman's remarks regarding the above question: When I was applying for the dean's position of my college (CHHS), I gave a presentation with Q&A to the members of the search committee and others. The present faculty had the opportunity to give their feedback at that time.

Dr. Allard's remarks: The faculty of the College of Communication and Fine Arts (CCFA) also had a chance to provide feedback during the CCFA's search for the dean's position.

Dr. Ingram: Feedback from the deans, college committees, and other faculty members will, of course, be taken into consideration. If there are reservations, they will be expressed during the process of picking the candidates.

Q: How many candidates are we talking about?

Dr. Ingram: There will be three finalists who are not in any ranked order. This is to ensure that we obtain as least contaminated view of the candidates as possible.

Q: What is the percentage of faculty on the search committee?

Dr. Ingram: I am not trying to dodge the question, but I don't know the percentage. Clearly, division and departmental chairs are treated as faculty members. We have other committee members who will provide a different perspective and we try to provide that perspective.

Q: What's the timeline?

Dr. Ingram: Summer or Fall. I want to emphasize that the College of Arts and Sciences has carried itself very well since the passing of Dr. Jim Rinehart. I want to stress that Dr. Bill Grantham has done a great job running the eight departments, their mission and goals. I thank and congratulate Dr. Grantham for doing such a great job.

III. **Committee on Committees – Dr. Boyte-Eckis:**

- a. Each year, the Senate awards a Faculty Senate Excellence Award. This award recognizes excellence in faculty achievement in all three standards of our profession: research, teaching, and service. Only non-tenure-track faculty, including lecturers or adjuncts, are eligible for nomination. Faculty candidates require nomination by one or more other faculty members (self-nominations are impermissible). Nominating faculty must provide a brief summary of the candidate's qualifications (up to 250 words). Dr. Dianne Eppler will be Chairwoman of this Committee, with Drs. Tonya Conner and Jason Orrock as members. Expect information to follow in February regarding the application process. If you have any questions feel free to direct those to myself or Dr. Eppler, thank you all for your service. The tentative deadline will be the first of April for these applications.
- b. I also want to remind each Senator to pass along to their colleagues our Faculty Senate Blackboard page is available to ALL faculty, it is housed in your home page of Blackboard under "My Organizations" assuming you have not deleted it or hidden it. You can submit a helpdesk ticket if you cannot locate it. In this shell, there are many helpful items including our minutes, senator contact list, and many discussion forum links that are of interest to not only our Senators but also all of our faculty. It is a centralized location that all faculty have access to have their voices heard on a variety of topics. If you have any questions or concerns, feel free to contact me, Dr. Lane Eckis.

IV. **Elections Committee – Dr. Gnoinska:**

- a. The Elections Committee is gearing up for Spring Elections. The committee will be meeting via WebEx in February to discuss the details of the election process. The timeline we are looking at is as follows:
 - i. A notification for nominations and self-nominations will be sent out to ALL Troy Faculty on March 15.
 - ii. The faculty will have TWO weeks to provide Dr. Margaret Gnoinska their profiles and photos which will have to be submitted by March 31.
 - iii. The candidate list will be forwarded to Dr. Lee Vardaman – Associate Provost for Academic Affairs and to the College Deans to ensure that all candidates are eligible to run for the positions that they expressed interest in.
 - iv. We are expecting to hold elections in the second week of April
 - v. There are many positions that will open up as many terms are ending in 2016, so as Faculty Senators, please encourage your fellow colleagues to run for the available positions.
 - vi. I have distributed the list of available positions and will be sending out electronic copies after the meeting. We are still waiting for the approval to expand the membership of the Graduate Academic Council from 18 to 19 members by adding an elected representative from the Master's of Social Work Program in the College of Health and Human Services. This was discussed as the Academic Steering Committee and proposed by Dr. Diane Barron.
 - vii. If you have any questions, please ask Dr. Gnoinska, the Chair of the Elections Committee, or other committee members: Kelly Johnson, Tonya Conner, Paige Paquette, or Joel Campbell.
 - viii. This concludes the Elections Committee Report.

V. **Academic Affairs Committee – Dr. Riley:**

- a. The Academic Affairs Committee will meet Monday, February 15 to gather input regarding Senate Ad Hoc Committee. Please reach out to any member of the Academic Affairs Committee if you have suggestions, helpful information or issues for our next meeting February 15.

VI. Faculty Welfare Committee. – Dr. Vijaya Gompa:

- a. Last year, Faculty welfare committee is charged to take steps to resolve two main areas of concern: 1) Lack of faculty input in curricular changes and revisions and 2) Lack of faculty evaluation for chairs and deans.
- b. The resolution 3- 2014-2015 is the direct outcome of item 2. According to the resolution an ad-hoc committee is formed and had several meetings to discuss the purpose, process and implementation working document is developed as a guide to proceed. Currently we are researching the documents used by other institutions to modify to fit our needs. Once a draft is formed, it will be circulated to receive the input from various committees. It is possible that item 1 is department or college specific issue. It can be part of the evaluation instrument to have more understanding of the issue
- c. Faculty welfare committee had conversations and discussions via email instead of WeBEx meeting. I would like to thank all faculty members who provided input. I request all faculty to understand the limitations of the welfare committee and the senate. Although we cannot resolve all the issues, we plan to take action on several issues of great interest to faculty.
- d. We discussed many issues regarding on line course syllabi deadlines, tenure track and contingent faculty issues. Because of expressed concerns over term schedule in Alabama campuses other than Troy, we invite discussions on the impact of term schedule on the student enrollment and learning. Please post your comments on the blackboard site.

VII. Technology Committee – Dr. Wang: The Committee invited Mr. Herb Reeves to speak at today’s meeting about parking on the Troy campus. Mr. Reeve’s remarks and Q&A are included following the campus reports.

Other Reports:

VIII. Dothan Campus: Dr. Manfready:

- a. The SGA will have a chance to participate in the Higher Education Day on February 25 at the State House.

IX. Global Campus: Dr. Fitch:

- a. Global Campus has completed the relocation of the Pensacola and Orlando locations. Faculty feedback on the new sites has been positive. For Spring semester on-site enrollments for Florida are estimated at over 400 (1200 credit hrs). Several sites have reported ongoing problems with staffing full time and adjunct teachers. Specifically, requests for new adjunct teachers have not been approved, and the search process for full time positions has been delayed. This concludes the report.

X. Montgomery Campus: Dr. Taylor:

- a. Nothing to report other than the Montgomery campus is gearing up for the 2nd Annual Troy Student Appreciation Day.

XI. Phenix City Campus: Dr. Paquette:

- a. Faculty, staff, and friends of TROY, Phenix City are participating in reading to students weekly at two local elementary schools.
- b. TROY, Phenix City hosted approximately 50 members of the State of Alabama Department of Human Resources’ Leadership Academy Training on January 20th at the Riverfront Campus.
- c. On January 21, TROY, Phenix City hosted a corporate partnership reception for Total Systems, one of the leading global payment solution providers.
- d. On January 26, a group of eighteen talented students from Central Freshman Academy toured the new Riverfront Campus. These students are working on a project that involves rethinking high school.
- e. The Whitewater Stakeholders’ Educational Engagement Committee met at the Riverfront Campus on January 26 to plan the 4th annual “Educator Day on the River.” This event includes

public schools from Muscogee County, GA, Russell County, AL and Phenix City, AL. It's a three day event in June involving two days of professional development on the history, math and science of the river. The culminating event on the last day involves whitewater rafting, zip lining and lunch on the 14th Street Pedestrian Bridge.

XII. Troy Campus: Dr. Mariano:

- a. It is time again for the Student Research & Creative Works Showcase. Faculty from each college are asked to nominate outstanding student research projects. This includes both undergraduate and graduate work. Works co-authored by faculty are acceptable, but the first author should be a student. Submissions must be submitted to the website no later than April 1st. The website for the showcase is COE_ResearchShowcase@troy.edu.

XIII. Old Business – Discussion/Information Items

- a. University Parking: Dr. Rosser-Mims reiterated that Mr. Herbert Reeves has kindly agreed to talk to the Faculty Senate about the parking concerns, especially for the visitors.

Mr. Reeve's Remarks and Q&A

1. Faculty and staff on all four Alabama campuses are required to have a decal for their vehicles. These decals are interchangeable. And, if you faculty/staff park in a student's parking when no faculty/staff spots are available, no ticket should be issued in such a case.
2. If you are from outside of Alabama, you are required to have a visitor's parking permit. If you come to the Troy campus often, we will issue a one-year visitor's parking permit that is free of charge. This applies to anyone serving on other university committees and councils, not just the faculty senate. You can obtain a temporary permit for one week or 10 days, if needed. If you don't have a visitor's pass, please contact us and we will make the process of obtaining it as smooth and simple as possible.

Q: Do all decals look the same for all Alabama campuses?

Mr. Reeves: Yes, they do. Thank you for having me. If you have any questions, please contact our office.

b. Ad Hoc Committee/Resolution 3-2014-2015: Dr. Rosser-Mims' remarks and Q&A

- i. We have found various forms of mechanism and instruments to give feedback to the administration. We have eight individuals who serve on the Ad Hoc Committee. All Executive Committee members serve on the Ad Hoc Committee.
- ii. We have conducted three meetings since November and we decided to resurrect the faculty survey. We are doing research on how to devise a tool that will provide us with the best way to get feedback from the faculty. We have decided to take components from the faculty survey that speak to the feedback from the faculty and serve as a tool to provide feedback. This will be a relatively short survey that provides feedback to the college leadership at the level of chairs, assistant deans, and deans.
- iii. We have discussed two major options regarding the administering the survey: we can administer the short survey annually or we can administer a more comprehensive survey on either biannual basis or every year.
- iv. We are scheduled to meet next week to discuss further details.
- v. Faculty Senators, this is your chance to speak up. Dr. Ingram, I hope that I am not overstepping your bounds, but as far as I understand, you are in favor of receiving

feedback.

Q: Once we do provide feedback, what's the next step?

Dr. Rosser-Mims: I can speak to that. The deans were open to receiving feedback. This was the first time such a survey occurred from what I understand. I personally think that this was especially a useful process. Clearly, since this was the first time such a survey was conducted, the product needs work and we are willing to improve it. Dr. Ingram, could you please speak to the usefulness of this process that we implemented and through which we tried to provide feedback.

Dr. Ingram: Certainly. The survey results showed that there are gaps in two-way communication. The deans and I had the opportunity to understand those gaps and about those gaps. We have gained greater clarity of shared expectations and of usefulness of feedback. One thing that comes out of the survey is that it is a tool that creates useful feedback. The purpose of the Professional Development Plan (PDP), for example, is not to get a grade, but to clarify the expectations and to obtain feedback. This is not an adversarial process. The information that we gleaned from the survey and the message that we are getting is very clear in that this is not where we want to be. The second thing is that the efficacy of communication between the chairs/deans and the faculty is not where we want to be. The whole process should not be about performance appraisal, but about getting feedback. So, this gives us the idea to work with the deans on how to improve. If I may add, it would be beneficial to do such a survey around the PDP time in early fall. This would be beneficial to both new and returning faculty to test how clear we were, who we were, and how we are doing.

Dionne: One final thought: we are thinking of adding questions for adjunct faculty.

c. Troy Student Appreciation Day - Dr. Rosser-Mims:

- i. If you have questions, please direct them to Dr. Eckis.
- ii. The Planning Committee is in the process of kicking things off. We want to thank Dr. Hawkins for giving us really good feedback and for participating. We want to improve upon the previous year.
- iii. This year's TSAD will take place on April 6. We will call on you to help out, especially since this is the Faculty Senate driven initiative. So, more to come.

Dr. Rosser-Mims opened up the floor for questions:

Q: How do we improve our student evaluation process, especially when it comes to obtaining a better response rate from students? In other words, how do we get a better number of students to participate?

Dr. Rosser-Mims: Some faculty implement an informal evaluations to get feedback from students how they are doing. However, these cannot be used in the T&P process. Therefore, the Academic Affairs Committee of the Faculty Senate should take this issue up for further discussion.

Dr. Ingram: Indeed, the chairs get frustrated with this, especially since such evaluations are used for the T&P process at both CRC and URC levels. The members of these committees are faced with reviewing these evaluations as interesting information. I would embrace any good ideas on how to improve and increase the values and the volume of the evaluations while protecting students' anonymity. And, I would like to reiterate that anonymity is important here for both on-line and on campus students. One more point: the chairs are aware of the difficulties and challenges of the evaluation process. So, they need to think of how to provide some other way of feedback. And, it is important to note that chairs do not rely solely on these evaluations.

Q: How many times do students get these evaluations?

Dr. Ingram: They are sent reminders, so faculty have opportunities to cajole students to fill out these evaluations. The average response rate both on campus and on-line is 25-30%.

XIV. New Business - Discussion Items

- a. Senate Officers – Elections: This item will be discussed at the next meeting

Motion to adjourn: Dr. Michael Slobodchikoff

Second: Dr. Margret Gnoinska

Dr. Dionne Rosser-Mims:

Meeting Adjourned @ 3:40PM