

**Faculty Senate Meeting Minutes**  
**Tuesday, November 21, 2017**  
**3:00 p.m. – 5:00 p.m.**  
**School of Journalism & Graphic Communication**  
**Gallery Room 2015**  
**Dr. Bettye A. Grable, Faculty Senate President, Presiding**

**Officers (Present)**

Dr. Bettye Grable, President  
Attorney Ann Cavazos, Vice President  
Dr. Tiffany Ardley, Secretary  
Dr. James Muchovej, Parliamentarian

**Senators (Present)**

Dr. Lillie Brown  
Dr. Kyle Eidahl  
Dr. Reginald Ellis  
Dr. Darius Young  
Dr. Merlin Langley  
Dr. Longineu Parsons  
Dr. Lekan Latinwo  
Dr. Katie Brodhead  
Dr. Ezzeldin Aly  
Dr. Muhammad Haseeb  
Dr. Satyanarayan Dev  
Dr. Jenelle Robinson  
Atty. Phyllis Taite  
Dr. Maurice Holder  
Dr. Ebenezer Oriaku  
Dr. John Cooperwood  
Dr. Yassir Abdelrazig  
Dr. Lon'Tejuana Cooper  
Dr. Tracy Thomas  
Dr. Roscoe Hightower  
Dr. Aretha Hill  
Dr. Hudson Nwakanma  
Prof. Francine Huff  
Dr. David Guthrie  
Dr. Michael Martinez-Colon  
Mr. Brian Crowell  
Ms. Karen Southwell

**Senators (Absent)**

Dr. Courtney Micots  
Dr. Novell Tani  
Dr. Michael Thornton  
Dr. Desmond Stephens  
Dr. Lavetta Henderson  
Dr. Hassiem Kambui  
Dr. David White  
Dr. Anthony Ananga  
Atty. Joseph Grant  
Dr. Torhonda Lee  
Dr. Clyde Ashley  
Dr. Ashvini Chauhan

**Senators (Excused)**

Dr. Komalavalli Thirunavukkuarasu

**EX-OFFICIO (Voting) (Present)**

Dr. Carl Goodman  
Dr. David Jackson, Jr.

**EX-OFFICIO (Voting) (Absent)**

Dr. Robert Taylor  
Mr. Bryan Smith

**SGA (Voting) (Present)**

Ms. Cuyna Williams for (Devin Harrison)

**Call to Order:**

The meeting was called to order at 3:00 PM by Faculty Senate President, Dr. Bettye Grable. She stated that the meeting would begin and that the agenda and minutes from October meeting would be approved once a quorum was present.

**Opening Remarks:**

Senator Grable invited Dr. Dhyana Ziegler, Interim Dean of the School of Journalism and Graphic Communications to say a few words. She acknowledged that it was moved on the agenda because Dr. Ziegler had to leave.

Dr. Ziegler welcomed everyone to SJGC and stated that she appreciates the faculty senate for all that it does. She mentioned that SJGC is up for reaccreditation so she is working hard with others and they will actually come to work on the Friday after Thanksgiving to get everything done.

Dr. Grable mentioned that Faculty Senate Vice President, Atty. Ann Cavazos, College of Law, served as secretary of the Faculty Senate for three years and presented her a plaque thanking her for her service. She also mentioned that Dr. Ardley, College of Pharmacy & Pharmaceutical Sciences, volunteered to serve and was elected as Secretary to fill that open vacancy.

Dr. Grable also stated that the Board of Governors waived the requirement for a national search for a president of FAMU. She stated that this item may appear on the Board of Trustees meeting agenda at their next meeting (November 30<sup>th</sup>). She also stated that all minutes and agendas from the BOT are located online and encouraged senators to attend BOT meetings.

**Announcements:**

Atty. Ann Cavazos announced that Atty. Nichole Perry, faculty in the College of Law had been appointed as the Associate Dean of Academic Affairs.

Dr. Genyne Boston, Associate Provost for Faculty Affairs and Faculty Development announced the Teaching Innovation award winners: Dr. Sharon Davis was the Junior Faculty award winner (\$2,500) and Dr. Yasen Razeg was the Senior Faculty award winner (\$3,500).

Dr. Grable announced that Dr. Michael Martinez-Colon from the School of the Environment has joined the Faculty Senate.

Dr. Grable stated that she would proceed with the agenda, in the absence of a quorum. She stated that if there were any action items, they would be sent via email if there was not a quorum when those items required a vote.

**Curriculum Committee Report:**

Dr. Kyle Eidahl, College of Social Sciences, Arts & Humanities, mentioned that the committee met twice in November and would meet again in December. He submitted a report that included two course

change requests from the College of Agriculture and Food Sciences, two from the College of Social Sciences, Arts and Humanities, one from the School of Nursing, seven from the College of Science and Technology and two from the School of Allied Health Sciences.

Senate Parliamentarian, Dr. James Muchovej, announced that there was a quorum present (3:16 PM).

**Approval of November 21<sup>st</sup> Meeting Agenda:**

Dr. Grable went back and asked for an approval of the meeting's agenda. The motion to approve the agenda was made by Dr. Ebenezer Oriaku, College of Pharmacy & Pharmaceutical Sciences, and Seconded by Atty. Phyllis Taite, College of Law. The motion was approved by voice vote with no opposition.

**Approval of October 17<sup>th</sup> Meeting Minutes:**

Dr. Grable asked for an approval of the October 17<sup>th</sup> minutes. The motion to approve the minutes was made by Atty Cavazos and seconded by Dr. Katie Brodhead, College of Science and Technology. The motion was approved by voice vote with no opposition.

Dr. Eidhal continued with the Curriculum Committee's report and asked if there were any questions. Dr. Oriaku asked what the difference was between CIS 4385 – Digital Forensics and CIS 5396 – Digital Forensics. Dr. Eidhal stated that one was an undergraduate course (4385) and the other was a graduate course (5396). Dr. Lon'Tejuana Cooper, School of Allied Health Sciences, made a motion to approve the Curriculum Committee's report. It was seconded by Atty Phyllis Taite. The motion was approved by voice vote with no opposition.

**Executive Council Update:**

Dr. Maurice Holder, College of Pharmacy and Pharmaceutical Sciences, reported that there are two members of the leadership team from the Faculty Senate. Dr. Mark Weatherspoon, FAMU/FSU College of Engineering, was the second member, however, he has been promoted to the Associate Dean of the College of Engineering and is therefore no longer eligible to serve. He mentioned that they meet every Tuesday from about 8:30 AM until they are done. He stated that they had three meetings since their last report and reported on the following: 1) they recognize that there are two pay scales and stated that we need to stop studying salaries and fix the issues to be on par with FSU. 2) The recognition of the Fallen Rattlers has been approved. The proposal will be sent forward to Dr. Chen in Architecture to get students to design the wall to recognize fallen Rattlers. 3) Representative Ramon Alexander is enthusiastic about our budget request to the legislature to renovate buildings such as the Dyson Pharmacy Building. 4) The representatives are constantly in contact with the Faculty Senate president to take the senate's concerns to the President.

Dr. Grable mentioned that our representatives have been in the trenches for us.

Dr. Carl Goodman, Associate Provost, commented that Drs Holder and Weatherspoon are very strong advocates for the faculty senate's concerns.

Dr. Grable mentioned that we need to replace Dr. Weatherspoon upon receipt of his official resignation. She also stated that the Senate's Steering Committee meets the first Monday of the month and that although there are members on the committee, other senators may attend. She also stated that all representation by faculty is on all university committees and faculty senators should agree to step up where needed.

### **Faculty Evaluations Proposal**

Dr. Goodman mentioned that he would like to see a proposal/offering of an idea regarding faculty evaluations. He mentioned that looking at Division Director evaluations of faculty it appeared to be skewed because of lack of response from students. He noted that there are cases where there are 150 students in the class but only 10 completed the evaluation and those tend to be from students who had issues with the faculty. He stated that when we went from written evaluations to online, there was a university wide decrease in responses. He stated that now on Blackboard, there is a dashboard so that faculty can see the response rate and encourage students to do the evaluations.

Ms. Cayuna Williams, FAMU Student Senate Secretary of Academic Affairs, stated that students noticed that electronic was not anonymous so they may not complete right before finals. She also stated that she hears a lot of student complaints and maybe we can team up to make things better.

Dr. Goodman recognized that Dr. Davenport was absent and that evaluations fall under the collective bargaining agreement. He also stated that paper vs online is up to the administration.

Ms. Williams stated that more students responded with paper.

Dr. Longineu Parsons, College of Social Sciences, Arts & Humanities, stated that we may want to consider evaluations a little earlier in the semester.

Dr. Grable stated that she asks students during the semester to complete them that way she can see where she can improve to help students but again it falls under the collective bargaining agreement.

Dr. Satyanarayan Dev, College of Agriculture and Food Sciences, stated that perhaps we should have it set where students do not see their grades until evaluations are complete. This forces students to complete the evaluation.

Dr. Goodman stated that currently there is a dashboard for faculty and they are looking at not releasing grades.

Dr. Muchovej suggested that we tell students no grades until evaluations are complete.

Dr. Goodman stated that that is not in place yet.

Dr. Grable stated that if there were any further comments or concerns that faculty should contact Dr. Goodman.

### **Classroom Environment**

Mr. Burriello, Assistant Director of Utilities Maintenance referred faculty to the memo in their packets and stated that several buildings are causing problems and he has spent time in those buildings. He referenced Foster Tanner as an example. He stated that controlling the temperature in buildings is complex because most systems have upwards to eight variables. Part of the problem is that each room has its own handlers and some have bad pipes. They are fixing the variables and have also hired a control specialist to start after the first of the year to assist with this problem. However, two of his current control specialists are no longer working. They have also hired a control contractor and two mechanical contractors to help. Thus far they have spent 1.1 million fixing things (provided in report). He stated that he has the prices to replace air handler at DRS, Science Research and Ware Rhaney. He stated that there are lots of problems on campus and there is not enough money to tackle everything at once. He stated that they are looking at getting a new boiler because the current one is only working at 70% and he is also looking to get a new chiller.

Ms. Williams asked if facilities falls under housing and Mr. Sameer Kapileshwari, Associate Vice President of Facilities, Planning, Construction and Safety stated that classrooms and offices work hand in hand with housing but they are separate.

Dr. Roscoe Hightower Jr., The Centennial Eminent Scholar Chair and Professor for Marketing and Facility Management, in the School of Business and Industry, stated that facilities has a large budget and questioned how it was aligned. He stated that in his opinion, there is little accountability. He asked faculty how we are going to establish accountability. He stated that as faculty we need to understand and see where the money is going and that the facilities department needs oversight and accountability.

Mr. Burriello stated that he has a complete list of where the 1.1 million dollars went and can send to Dr. Grable.

Dr. Holder stated that he hopes that the list is prioritized. He asked for the list and asked who it is shared with and what the timeframe is for getting the list.

Mr. Burriello stated that the list can be provided via email request.

Dr. Holder commented on Dr. Hightower's comments by saying that we can't ask for budgetary accountability but we can give concerns for needs to the President and push them forward that way.

Dr. Aretha Hill, School of Business and Industry, asked what the process and procedures were for temperature changes.

Mr. Burriello stated that we have a contract with Siemens. The control systems installed no longer function correctly those in Ware Rhaney, Science Research, Dyson, the old side of New Pharmacy have Honeywell systems that have crashed and don't work. Currently Siemens or Honeywell contractors charge \$129/hour plus travel and lodging. We have pricing for nine buildings but not many of the air handlers for the buildings work the same.

Dr. Merlin Langley, College of Social Sciences, Arts & Humanities, stated that it is too cold in the College of Education.

Dr. Lekan Latinwo, College of Science and Technology, stated that he agreed with Drs Hightower and Holder. Transparency is important. He mentioned that \$12 million was allocated to renovate Jones Hall but some money was used for Old DRS labs. Faculty were then moved from Old DRS to Jones Hall and it was not complete when they moved and the Old DRS is a mess. Facilities asked for \$3 million to give to the architect. They have 13 faculty members that need offices. He questioned that if we have money, why are we suffering and fixing things half way.

Dr. Muhammad Haseeb, College of Agriculture and Food Sciences, stated that each college has it's own problems. Examples he gave was elevators and that the temperature is 65 degrees on one floor and 85 degrees on another floor in the same building which is not good for research and may cause research to fail.

Dr. Dev stated that there was leaking in Perry Paige and no action was taken until the ceiling fell on his head. He ended up climbing up in the ceiling himself to clean out a clog in the drain pan. He also mentioned that in the Banneker building it is either freezing or too hot. He fixed the thermostat himself. His question was that if he is a biological engineer and can fix things, why can't hired techs fix these things.

Dr. David Guthrie, School of Nursing, stated that in Ware Rhaney, students are doing physical exams and subjects are in shorts and a gown and the rooms are freezing. Students themselves are freezing and this is impacting their learning. This needs to be addressed. Many adjuncts are bringing in floor heaters.

Dr. Grable mentioned that students have told her about housing problems. This affects recruitment and retention. She mentioned that we should be concerned, share the issues and make recommendations to the administration.

Dr. Hightower stated that this is not rocket science. He stated that we need a process to identify and prioritize. He stated that we are paying money on contracts but if the problems are not being fixed it is wasted money. He mentioned that the physical environment drives everything so attention needs to be drawn to the issues because faculty and students are affected.

### **Textbook affordability revision**

Dr. Goodman stated that yesterday was the deadline for Spring 2018 adoption of textbooks which is a state mandate. He stated that we have not done a good job and that we are supposed to adopt books at least 45 days in advance of the start of the semester to give students time to look for a cheaper book. It dings us as an institution when we don't do that. At least 95% of the text books should be adopted. This semester is better but not as well as it should be. He asks that the representatives from each school and college talk to faculty. He stated that books cannot be changed after the deadline.

Dr. Dev stated that sometimes it is off cycle. We get notices to adopt a book during the semester.

Dr. Goodman stated that things like that will go to representatives.

Dr. Parsons stated that some old but useful material, we cannot get in the bookstore.

Dr. Goodman stated that they encourage online or free materials.

Dr. Eidahl mentioned that there are duplicated courses in the system. New classes that were duplicated and he did not know which classes to order books for. He spent hours going over one at a time to get it fixed. He said the books got ordered but there are problems with the system.

Dr. Goodman stated that the majority of the issues have been resolved. The problem was that the bookstore and People Soft were not connected but now they are.

### **University Administration Remarks**

Interim Provost Rodner Wright stated that he and Interim President Robinson have been in meetings with the Florida Surgeon General. They have discussed FAMU in the legislative budget as it relates to lawful use of medical marijuana. There is an attempt for funds to come to FAMU by a Research Educational Initiative. They are putting together a team for this program as it relates to underserved and minorities. FAMU would charge \$10/card for medical marijuana. There are over 30,000 cards issued and they are renewed every year. Additionally there is a need to study industrial hemp which is invasive. It has a lot of uses and this would be researched through the College of Agriculture and Food Sciences. Dr. Wright also wished faculty well, safe travels and an enjoyable Thanksgiving. He encouraged faculty not to cancel classes or encourage students to leave early. He also mentioned that they are trying to get students with outstanding balances to come back in the spring. There are 2,031 students with balances over \$500. He stated that we need to ensure that first time in college students return for the spring and beyond and that eligible graduates register for spring and graduate. He asked that faculty communicate with and encourage these students. He also asked faculty to encourage students to pay their fees with their net checks instead of requesting to defer. He mentioned that Senate Bill 4 or the BOG 4 year graduation rate requirement will have tremendous implications for us so we have to engage our students more.

Dr. Hightower asked what would be the revenue stream for FAMU regarding the medical marijuana cards.

Dr. Wright stated that there have been 30,000 cards issued and there are about 51,000 in cue. The Department of Health has about 40,000 in cue. In June, based on the legislature we will probably see it multiply where there can be a couple of millions issued. He stated that the program that we design has to be scalable. It has to be one where we communicate across all ages.

### **Faculty Workload Study**

Dr. Lewis Johnson, Professor of Physics and Assistant Vice President for Strategic Planning Performance Metrics discussed the workload study. A draft was provided in the folders of senators. He stated that there is a need for good data sets and that they are developing surveys to send to Deans to send to faculty. It includes faculty perceptions on time vs AORs. He also mentioned that Web Science would allow us to capture how many faculty are authors. It may not capture all but it will capture some.

Dr. Eidahl asked if all faculty will be judged on the same scale. He said research is different and how will that difference be compared between disciplines.

Dr. Johnson stated that first we would start with the big picture which is teaching loads and research as reported on AORs. He stated that for someone productive, everything is not on AOR but they will attempt to collect information from Deans and he realizes that it may be difficult.

Dr. Dev stated that there is not too much to the survey design.

Dr. Johnson stated that there are 15 questions and that the hope is to be easy and quick to complete.

Dr. Grable stated that it is important to see what the data is.

Dr. Hightower asked if the senate participates in this process.

Dr. Grable stated that Dr. Johnson came to the steering committee meeting and that this is just the beginning. The stated that this is a way to find evidence to help the President and the BOT when it comes to things like faculty salaries.

Dr. Hightower stated that maybe other faculty need to be involved to get other perspectives instead of hard core sciences.

Dr. Grable stated that it is important for faculty to be on the steering committee so that everyone feels heard.

Dr. Haseeb stated that there is needs to be extensive research on more than hard research because some faculty are 9 month and others 12 month. Some faculty get extramural funds and it all needs to relate so that everyone has their fair share.

Dr. Johnson stated that input from everyone is required. Departments need to give context to the data. For now they are trying to get some data.

Atty. Ann Cavazos, asked if the study was extended to the Law School and how are they categorized and their data implemented.

Dr. Johnson said that the Law school is included. However, they needs to be more discussion on scholarly output.

Atty. Cavazos asked who she should get in touch with.

Dr. Johnson stated the Deans.

Dr. Grable stated that Atty Grant does participate in the Steering Committee meetings.

Dr. Hightower motioned to adjourn the meeting and Dr. Dev seconded.

The meeting was adjourned at 4:48 PM.

Respectfully submitted by:

Tiffany W. Ardley, Ph.D.  
Faculty Senate Secretary