

FACULTY SENATE MEETING MINUTES
North Carolina A&T State University
Academic Classroom Building (101)
Tuesday, January 23, 2018
3:00 p.m.

Dr. Robert Cobb, Jr., Chair Presiding

Senate Members Present: Phoebe Ajibade, Geleana Alston, Barbara Butler, Mingxiang Chen, Sungjin Cho, Robert Cobb, Jr., Sherrie Drye, Andrea Gentry, Tony Graham, Julius Harp, Emily Harris, Abebe Kebede, Luba Kurkalova, Anna Lee, Jianzhong Lou, Deanna McQuitty, Ahmed Megri, Mahour Mellat-Parast, Gregory Meyerson, Elizabeth Newcomb, Elimelda Onger, William Randle, Ruthie Rogers, Katherine Silt, Paul Stanfield, George Stone, David Tidwell, Li-Shiang Tsay, Cindy Waters, Dwana Waugh, Danielle Winchester.

Departments Not Represented: Agribusiness, Applied Economics and Agriscience Education; Management; Computational Science and Engineering; Computer Science; Electrical and Computer Engineering; Counseling; Social Work and Sociology; Liberal Studies; Energy and Environmental Systems.

The meeting was called to order by Chair Robert Cobb, Jr. at 3:05 pm.

Roll Call

Approval of the November Faculty Senate Minutes

- It was moved and properly seconded to approve the November minutes.
- One addition:
 - Add Dr. Tidwell, Visual and Performing Arts, to the senators present
- One correction/addition
 - Add in that Dr. Meyerson is a member of the Faculty Welfare Committee
- The minutes, with correction/addition were unanimously approved.

New Programs and Curricula Committee

- Dr. Onger presented the committee report.
- The committee met on January 9, 2018 and reviewed changes for Chemical, Biological, and Bioengineering Department
 - Changes were shared with Senate prior to this meeting.
- Senators unanimously approved the curricula changes presented.

Faculty Handbook Committee

- Dr. Graham presented the committee update. The January committee meeting was canceled.
- The Provost's office has charged the committee with the review and revision of Chapters 1-10 and several appendices of the Faculty Handbook. The committee sent the handbook to Deans and then Department Chairs to request faculty input. Dr. Graham showed the number of departments who have responded to the review request; 12 departments have responded thus far out of 40.
 - There was some concern about the addition of the appendices in the most recent review. The appendices were added to the revision/review after the college meetings in response to faculty requests.
 - There was also concern about the quick timeline for revisions. The timeline was set to ensure that revisions could be presented at the April Board of Trustees Meeting.
 - Dr. Graham encouraged senators to ask their Chairs for the SharePoint links to the chapters and appendices for review. All feedback received by February 13, 2018 will be incorporated in the next draft, which will be presented to the Senate at the February meeting. It is important for all faculty, including new faculty, to contribute to Handbook revisions to ensure that it is relevant for everyone.

Other Business

- Non-Tenure Track Update – Dr. Ericka Smith, Vice Chancellor for Human Resources, was invited to address questions and concerns.
 - Current Status
 - There is a formalized structure for NTTF placements. All full-time NTTF vacancies should be advertised for 15 days, which is different than the 30 days for EHRA.
 - Appointment letters were provided to full-time NTTF in Spring 2017, in line with the previously shared structure. In the past, there has been inconsistency in evaluating NTTF, and limited opportunities for advancement. The structure will hopefully correct some of these issues.
 - Policy Process
 - Dr. Smith is collecting feedback with the goal to have final policy approval at the April Board of Trustees' meeting. She is collecting feedback from the Senate today, and previously met with the Dean's Council for input.
 - The policy needs to be finished and uploaded to the university website by end of February.
 - Moving forward – this is not totally finalized yet. Some of the items still being considered:
 - Compensation structure to align with promotional activity
 - Should there be required posting of part-time NTTF positions? GA and state of NC want all part-time positions to be posted. UNC and NCSU are

using “living” pools of applicants that can be used for part-time needs. This is something NC A&T is considering.

- Evaluation system for NTTF positions
 - Guidelines to assist with part-time NTTF faculty transitions.
- Questions/Concerns – posed by Senators, answered by Dr. Smith.

Question / Concern	Response
Were NTTF classifications based on SACS requirements?	Yes
Can NTT Research Assistant Professors be hired? How about Research Associates?	Yes, to both
Do NTTF have to go through credentialing?	Yes, in accordance with SACS guidelines
How is feedback about the NTTF policy being obtained?	Dr. Smith will accept feedback from the Faculty Senate via email (submit comments by February 10, 2018). After that, the draft will be posted on the university website for comments.
What is the difference between the NTTF promotion process and the current RPT process?	A committee made up of NTTF, tenured and TT faculty will perform the evaluation.
Will this new NTTF policy lead to more NTTF than TT?	The university would like a 70/30 ratio (TT/NTTF), but the current ratio is 51/49. The new policy is not an attempt to hire more NTTF, but rather to properly handle those that the university currently have.
In the NTTF classification structure, there is concern that terminology suggests that doctoral is the only degree considered as “terminal.”	This terminology will be adjusted in the next draft.
Are current NTTF giving input in this policy process?	NTTF are hopefully providing feedback via their Chairs; however, there is no formalized approach.
Has a formal evaluation process been determined for NTTF? What should departments who need to evaluate current NTTF do now?	Individual departments are asked to create their own evaluation methods. Dr. Jost has some measures that can be shared. Dr. Smith can also assist.
In the policy guidelines, there is no mention of whether or not NTTF need to submit hard or digital portfolios for evaluation?	Dr. Smith acknowledges that this needs to be specified.
Will there be separate requirements for NTTF reappointment and promotion?	Yes

Can the titles given to military personnel in NTTF capacity be clarified?	Yes, the category for military personnel in the structure only applies to personnel <i>assigned</i> to the university. A person in the military who wants to apply for a position using an earned doctoral degree would not follow the prescribed structure.
What defines or determines the length of appointment?	Whether it is a 1 or 2-year appointment is negotiable.
What is Full Time Non-Temporary?	This is the same thing as NTTF. Non-Temporary means permanent.
Will documents 1-4 be changed for NTTF?	Yes they will not be as intensive in the next draft.
Why did some current NTTF not receive appointment letters in Spring 2017?	This is an error. NTTF who did not receive a letter should contact Dr. Smith.
Can Ms. Ingram share the revised policy document for Senate review?	Yes, it will be shared in the next week.

The meeting adjourned at 4:20 pm.

Dr. Elizabeth A. Newcomb
Secretary