



TEXAS SOUTHERN UNIVERSITY

FACULTY SENATE

Dr. Jafus Kenyatta Cavil, Chair
Dr. Edieth Wu, Vice Chair

Dr. Rasoul Saneifard, Secretary
Dr. Olurominiyi Ibitayo, Treasurer

Dr. Luis Perez-Feliciano, Faculty Speaks Editor
Dr. Mammo Woldie, Parliamentarian

MONTHLY MEETING MINUTES

Thursday, September 14, 2017
3:00 PM
Hannah Hall, Room 111

Presiding Senator

Dr. Jafus Kenyatta Cavil Chair, College of Education

Senate Members Present

Bell, Edward	Senator, College of Pharmacy & Health Sciences
Brailey, Carla	Senator, College of Liberal Arts and Behavioral Sciences
Brown-Burton, Rockell	Senator, School of Communication
Griesinger, Nancy	Senator, College of Science, Engineering and Technology
Handy, Carlos	Senator, College of Science, Engineering and Technology
Ibitayo, Olurominiyi	Senator Treasurer, Barbara Jordan-Mickey Leland School of Public Affairs
Jemison Pollard, Dianne	Senator, College of Liberal Arts and Behavioral Sciences
Kazakos, Demetrios	Senator, College of Science, Engineering and Technology
Lancaster, Iris	Senator, College of Liberal Arts and Behavioral Sciences
Maldonado, Edward (SpearIt)	Senator, Thurgood Marshall School of Law
Ojode, Lucy	Senator, Jesse H. Jones School of Business
Perez-Feliciano, Luis	Faculty Speaks Editor, Barbara Jordan-Mickey Leland School of Public Affairs
Reynolds, Lacey	Senator, College of Education
Saneifard Rasoul	Senator Secretary, College of Science, Engineering and Technology
Thoreson, Claire	Senator, The Graduate School
Walker, April	General Counsel, Thurgood Marshall School of Law
Woldie, Mammo	Senator Parliamentarian, Jesse H. Jones School of Business
Wu, Edieth	Vice Chair, Thurgood Marshall School of Law
Yousefipour, Zivar	Senator, College of Pharmacy and Health Sciences

Senate Members / Colleges Not in Attendance

Abobo, Cyril	Senator, College of Pharmacy and Health Sciences
Nwagwu, Emmanuel	Senator, College of Education
Lowe, Jeffrey	Senator, Barbara Jordan-Mickey Leland School of Public Affairs

Senate Counsel in Attendance

Walker, April Faculty Senate General Counsel, Thurgood Marshall School of Law

Guest(s) from Faculty Assembly or University

Amos, Consuela	Tutorial Coordinator, Student Academic Support Services
Hewitt, Kenneth	Chief Financial Officer, Division of Administration and Finance
James, Charlene-Mary	Interim Executive Director, Student Academic Support Services
Lane, Austin	President, Texas Southern University
Perkins, Carlton	Faculty Ombudsman, Division of Academic Affairs and Research
Roberson, Antoinette	Director, Office of Career Services, Division of Student Services
Smith, Heidi	Chief of Staff, Office of the President
Watts, Janelle	Enrollment and Completion Advisor, Student Academic Support Services



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Wilson, Bobby

Interim Provost/Vice President for Academic Affairs, Division of Academic Affairs
and Research

Call to Order

Senate Chair Jafus Kenyatta Cavil called the July 2017 general meeting of the TSU Faculty Senate to order at 3:05 p.m. on Thursday, September 14, 2017.

Approval of the July 13, 2017 Senate Meeting Minutes

The minutes from the July 13, 2017 meeting were reviewed, and Faculty Senate Chair Dr. Jafus Kenyatta Cavil called for a motion to approve the minutes. A motion was made by Senator Secretary Rasoul Saneifard to approve the minutes, which were seconded by Senator Mammo Woldie contingent to any modification, changes and/or editions within thirty days. The motion carried unanimously with no opposing votes.

Announcements

Faculty Senate Chair Jafus Kenyatta Cavil: Asked for the senate officially to acknowledge two individuals, Dr. Carlton Perkins Faculty Ombudsperson, and Professor April Walker the General Counsel for the Senate. Then, he asked for the Senate to confirm Professor and Attorney April Walker's reappointment as the General Counsel of the Faculty Senate. Vice Chair Edieth Wu motioned to confirm Attorney Walker's reappointment as the General Counsel of the Senate. Senator Carlton Perkins seconded the motion. After a short discussion, the motion carried unanimously with no opposing votes.

Furthermore, Faculty Senate Chair Jafus Kenyatta Cavil announced that Senator Carlton Perkins was nominated and then, elected as the new Faculty Ombudsman for the 2017-2019 term.

Guests

Faculty Senate Chair Jafus Kenyatta Cavil: Stated that it was important to ask President Lane and Provost Wilson to attend the Senate meeting for some remarks since the Fall Opening Faculty Assembly meeting was cancelled due to Hurricane Harvey. Furthermore, he welcomed all faculty back to school and stated that his heart goes out to anybody who has been affected by Hurricanes Harvey and Irma.

President Austin Lane: Sent greetings to everyone and he thanked Dr. Saneifard for his successful years of service as the president of Faculty Senate. He also applauded Dr. Cavil's participation during the Hurricane and thanked him for his service and looked forward to working with him in the years to come.

President Austin Lane: Stated that this semester started a week late and everyone is trying to regroup to start their tasks. He discussed the new plans for Founders Day, which was held outside by design to



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help everyone to relax after Hurricane Harvey's trauma. The administration announced the TSU Cares operation, created to provide help to more than 500 students who have requested assistance as they or their families have been affected by storm. More than 200 faculty and staff were also affected by the Hurricane Harvey and have applied for assistance under TSU Cares Act.

President Austin Lane: Shared more than 10,500 students have registered for the for fall semester classes (an increase in enrollment by 20%). He said increase was as a result of recruitment efforts by targeting students HISD, Dallas-ISD, San Antonio-ISD, Golden Triangle Area, Austin-ISD, and many students arrived from California. He mentioned that the administration is trying to help those students who are in good academic standing and have low account balances, so that they remain in TSU. Other students have only one or two semesters remaining to complete their degree requirements, however, they do not have the money to do so.

President Austin Lane: Shared that the administration worked diligently on the Capital Expenditure Plan (posted on the Administration and Finance website), a three-year plan that will utilize HEEF funds to improve facilities, make building repairs and improve technology in each and every building on campus. He added that changes have been made to improve the registration process for online students and majority of the students have been able to register for courses online before departing for summer vacation. Furthermore, he stated that due to the overwhelming requests of many faculty during the Listen & Learn Tours, the One-Stop Registration in Recreational Center is being eliminated in its entirety.

President Austin Lane: President also stated the Board of Regents approved the \$190 million Operating Budget for TSU and 35% of the budget will be devoted to Academic Affairs for academics. This pool of funds is designed in a way to allow the university to hire new and support faculty and staff in academic areas. Also, the budget was reduced by \$1.8 million which helped us have a balanced budget.

President Austin Lane: Has proposed to the Board up to 2% one-time bonus for all faculty and staff contingent upon fall 2017 and spring 2018 enrollment.

President Austin Lane: Provided updates regarding the previous Legislative Session. He shared that the university received Academic Development monies. This is important because the university utilizes these funds to support faculty and academic programs. He stated that our next challenge during the next legislative session is that the State plans to eliminate special items request from all State agencies. The University will lose approximately \$6 million next Legislative session and the university has to find the way somehow to replace that amount. TSU plans to partner with the other independent institutions such as in order to address and fight against this issue.



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President Austin Lane: Provided updates on the activities of the campus search committees. He announced that the School of Communication Dean's search is complete and the finalist has been selected, followed by the approval of the Board of Regents. The other dean searches are underway for COLABS, SOB, SOPA, TMSL, and Honors College and will be completed soon. Those positions are critical and those individuals should be able to support faculty, students and staff. They will be fully trained so that they understand the rules, regulations, board policies and procedures, the Faculty Manual and the budgeting process. Part of the effort is that the administration is trying to create a new culture by creating the onboarding process in that the new leaders will have a firm understanding of what is expected of them and how to operate within these policies. The other piece relates to staff that will require behavioral competency and modification in all non-academic areas such as support areas that provides services to students respectfully. Finally, he shared that the Provost search is underway and may be completed by the end of fall 2017 semester.

President Austin Lane: Provided updates on new hires in the administration. The university just hired Mrs. Melinda Spaulding as the new Vice President for University Advancement. Also, the university hired Mr. Kenneth Hewitt several months ago as the new Chief Financial Officer CFO.

President Austin Lane: Announced that there will be some changes in non-academic areas such as Student Services and Enrollment Management is in progress to provide better services to our students. Deans and Vice presidents are charged to set targets how we are going improve in area such persistence rates from fall to spring and from fall to fall. Our progression rates are about 21-22%, there is a need for improvement in this area and strategic resources are allocated to accomplish that task. President Lane also discussed graduation rates.

President Austin Lane: Announced that the university is in the process of establishing Urban Research Center and the idea is to bring faculty who can assist in developing a research piece for the center.

Mr. Kenneth Hewitt: It was pleasure attending the Faculty Senate and meeting everyone. He stated improvements will continue during the three-year Capital Expenditure plan for academic facilities and OIT and expects to complete it during that period. The CFO mentioned one of his other priorities is the Campus Safety and Security in making sure that our students, faculty, and staff are always safe. He emphasized that we have a lot of wonderful things going on at TSU and we should constantly continue marketing our brand.

Provost Bobby Wilson: Thanked everyone for the support they have provided to him during last academic year since he assumed his responsibility as the Interim Provost. He stated there was no problems covering all classes with instructors for the course offered during the fall semester. However, Chairs and Deans handled the affairs of their units very well. As a result of enrollment increase, many of the departments have requested additional funds for teachers and adjuncts to open new section(s) of classes, especially at the freshman level. He mentioned that he operated his office for the last year



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without additional assistance, however he announced that Dr. Rasoul Saneifard has been appointed as an Interim Associate Provost and Associate Vice President for Academic and Faculty Affairs to assist him in that role going forward. Provost Wilson asked that we are sensitive and kind to each other as several of our faculty and staff lost everything due to Hurricane Harvey.

Senator Carlos Handy: Stated that when Dr. Lane arrived to TSU he thought that he did not have a background to be president. However, he stated that he has heard what Dr. Lane has said and what he has done so far, and that he must admit that Dr. Lane is very smart.

Senator Carlos Handy: In response to the President's acknowledgement that new administrators should be counseled so that they are aware of university policies, Dr. Handy thinks that this is a brilliant idea. Additionally, he stated that another part of his criticism is that the university needs to bring in "new-blood", instead of recycling the same old characters. Furthermore, he stated that in order for Dr. Lane to be successful and for TSU to have a new image across the world and certainly in Houston, he needs to bring in new-blood, people with new prospective that have different attitudes. If we keep putting the same people in different positions, TSU will not advance.

Senator Carlos Handy: Also stated that he respects protocol but the problem with protocol is that at times it is extremely politicized and people will hide behind protocol and not do the right thing. He said he represents his college but there are some individuals that do not represent him in his college.

Senator Carlos Handy: Stated that there is one individual that he knows very well who was awarded the top athletic prize in terms of athletic appreciation, nonetheless, her salary is pitiful. Her department head will not do anything because she hides behind protocol. He declared that she is not the only one, there are many others in similar situations who are doing good jobs, however, they are not rewarded.

President Austin Lane: Raised the point about recognizing talent and sometimes it can be accomplished financially and sometimes just by an award and he added that people's effort should be recognized. He also mentioned he realizes TSU's financial position as a result of years without raises have caused salary compression. New people were hired at higher salaries than those who have been at TSU for many years which has raised some concerns. The university has completed a salary survey to find out how many people are compressed within the salary ranges, comparing those with salaries of people in other institutions similar to TSU. He also mentioned they will try to address some the salary concerns within the next couple of years. They are going to have a hard look at all salaries and make some adjustments university wide for all faculty and staff.

Senator Olurominiyi Ibitayo: Thanked President Lane for his leadership. He mentioned when he initial concern regarding why faculty do not release their grades on time. He mentioned that in his opinion deadline for posting the grades is arbitrary and people often miss the deadline which should be extended.



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In that meeting also he looked at course outline for Freshman Seminars Courses which was fantastic and he is hoping it could be disseminated across the campus for all faculty to follow as an example.

Faculty Senate Chair Cavil: Stated he will take all faculty concerns to the administration fearlessly and will represent them to the best of his ability to make sure the faculty's voice is heard.

New Business

Discussion on floor by Several Senators regarding the Services provided by the Student Academic Support Services

Dr. Charlene-Mary James: Provided an overview of Student Academic Support Services (SASS) the services provided to students. She also provided handouts describing the activities of SASS for the Senator's information.

Senator Lacy Reynolds: Recommended that Dr. James inform all freshman students that attendance in freshman classes are mandatory. If the students do not attend classes they will be dropped from their classes. Consequently, he mentioned that many students do not understand that rule; he emphasized that all students must be properly informed in this regard.

Dr. Charlene-Mary James: Acknowledged and agreed with Senator Reynolds' suggestions and mentioned they will be implemented in the Freshman Seminar classes throughout the semester. She added that she does not have any problem with going to those classes and speaking with students about the importance of attending classes regularly.

Senator Carlos Handy: Stated that some of our students have difficulty with math, physics, and engineering courses. He asked is there any way the university can hire tutors, to assist and/or mentor these students and discuss their deficiencies in those classes.

Dr. Charlene-Mary James: Responded by saying the students will have supplemental instructors to assist them in some of the classes they are have difficulties in.

Mrs. Consuela Amos: Stated that she is responsible for campus wide tutoring and supplemental instruction and she explained the differences between the two. Campus wide tutoring is available whenever students dictate the service is needed. In regards to supplemental instruction, we actually evaluate students through developmental courses such as English, Writing, Reading and Math and many other courses.



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Senator Rockell Brown Burton: Asked what is required for a course to be picked up for a tutoring or supplemental instruction? How do we help our students who are enrolled in online courses with tutoring and supplemental instruction?

Dr. Charlene-Mary James: Responded by clarifying supplemental instruction more responsibility lies with the students who are responsible for attending class. The SASS offers several services that will help students overcome those issues. One of which is tutoring that exists on the SASS website that will help students with some issues they may be experiencing in a particular class.

Faculty Senate Chair Cavil: Asked Dr. Charlene-Mary James to provide a few bullet points with simple instructions that can be disseminated to all faculty as to how to utilize available resources through SASS.

Discussion of floor by Several Senators regarding the Services provided by the Office of Career Services

Dr. Antoinette Roberson: Provided an overview of several upcoming events being held on campus. There will be a Resume Boot Camp in response to feed-back she received from employers that students' resumes were not prepared properly. She mentioned that she asked those recruiters who had some concerns about our students' readiness to become a part of the solutions. She mentioned that one main challenge Career Services face is bringing our students to fill up those seats when recruiters are on campus. We collectively need to encourage our students to attend career fairs and interface with employers for their own future. The employers need our students for inclusiveness and diversity and we need to prepare them.

Senator Iris Lancaster: Asked how should students come to the office of the career services? Should they come with the resumes they have prepared or will the office help them from ground up?

Dr. Antoinette Roberson: Responded that her office prefers all students to initially register with the career service center. Students can upload their resumes and any other material on the career services website. They can also receive information from website on how to prepare the needed documents for a job interview.

Senator Demetrios Kazakos: Commented that from his experience he receives constant complaints from the employers and industrial advisory boards that students are not prepared to give presentations to a group. He cited that in Engineering there is a Senior Capstone Project course that requires students to work together in a group and prepare an oral and/or written presentation. He suggests that this concept should be explored in other areas as it may be beneficial to the students while searching for the jobs.

Senator Carlos Handy: Asked if career services provides this kind of information areas such as COSET's office of the Assistance Dean for Student Services?



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Dr. Antoinette Roberson: Responded yes and that she will also send a list of all services provides to the colleges and schools for their information.

Senator Zivar Yousefipour: Commented that she receives concerns from her students who have attended the career fairs that the companies invited do not match with areas we have here at TSU.

Dr. Antoinette Roberson: Responded that all colleges are normally represented in the career fairs by the companies. She stated that her office instructs students on how to approach employers that is related to students' field of studies, not just a specific area. She further stated more than 66 companies are registered to participate in the campus career fair day.

Senator Demetrios Kazakos: He suggested creating permanent Industry Advisory Board that will help students with internships, cooperative education, and or full time positions.

Senator Claire Thoreson: She asked if the job fair was only undergraduate, graduate, and or both?

Dr. Antoinette Roberson: Responded, this will be for all. There will be some internship opportunities as well as full-time entry-level positions for all graduates and alumni as well.

Senator Lacey Reynolds: Stated that Dr. Roberson attended his class for the last couple of years and did great job in providing information on how to prepare their resumes when delivering to companies. Also, they provided information about how to dress for an interview and discussed the interviewing process.

Senator Olurominiyi Ibitayo: Requested that the freshman seminar syllabi is distributed to all faculty across the campus electronically.

Faculty Senate Chair Jafus Kenyatta Cavil: Stated that the Faculty Senate Website will be updated soon and that most of the information from the Faculty Senate will be posted there so that information will not overload faculty member's email accounts.

Faculty Senate Chair Jafus Kenyatta Cavil: Asked all Senators and guests to introduce themselves to the Faculty Senate. He mentioned that some colleges have not yet elected senators from their prospective colleges. He said that he expects them to be completed for the next senate meeting.

Senator Secretary Rasoul Saneifard: He expressed his gratitude and appreciation to all Senators who served on the Senate while he was the Chair for the past five years. He stated this may be his last attendance in the Senate as his position is changing. However, he said that he will continue his service



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in another capacity to help faculty. Furthermore, he encouraged them to continue supporting the new leadership of the Senate.

Faculty Senate Chair Jafus Kenyatta Cavil: Responded to Senator Carlos Handy by stating that his agenda items were received on Wednesday and by that time the format for the agenda had been filled. He stated that there were some actionable items on Senator Carlos Handy's request that will be addressed at a later date. However, he explained that when agenda items are received they are prioritized and placed on the agenda as they fit the schedule.

Faculty Senate Chair Jafus Kenyatta Cavil: Mentioned that the next Faculty Senate monthly meeting is scheduled for October 5. He is requesting the November 2nd meeting is moved to November 9th instead 2nd.

Senator Secretary Rasoul Saneifard: Motioned to move the November 2nd meeting to November 9th. Senator Edward Maldonado seconded the motion. Senate Chair Jafus Kenyatta Cavil said the reason for the date change is that he will be traveling with President Lane. After a short discussion, the motion passed with no opposing.

Old Business

Faculty Senate Chair Jafus Kenyatta Cavil: Announced that the request for nominations for the university committees was disseminated across the campus. Nominees have been given the option to accept or decline the nominations. The Ballots for the election to serve on these committees will be finalized before the end of the week.

Adjournment of Meeting

Senator Mammo Woldie: Motioned to adjourn the meeting. Senator Lucy Ojode seconded the motion. Meeting adjourned at 4:50 p.m.

Minutes prepared by: Dr. Rasoul Saneifard, P.E., the Secretary of the Faculty Senate
Minutes edited by: Mrs. La Shanta Gill-May, Program Coordinator of the Faculty Senate