



**November 18, 2021**  
**Faculty Senate Meeting Minutes**  
**Virtual Meeting via Zoom**  
**President Dr. Felicia Jefferson, Presiding**

**I. Call to Order and Quorum Determination**

- The meeting was called to order at 3:37 p.m. by Dr. Clarence Riley, Vice President (Dr. Felicia Jefferson was in another meeting and expected to join later).
- A quorum was determined.

**II. Approval of Agenda**

- The motion was properly moved by Dr. Roderick Chatmon and seconded by Dr. Xanli Lu to accept the agenda as written.

**III. Review of Minutes ..... Dr. Meigan Fields, Assistant Secretary**

- The motion was properly moved by Dr. Tiffani Holmes and seconded by Ms. Betty Rogers to accept the minutes as written.

**IV. Provost Report..... Dr. Olufunke Fontenot, Provost and Vice President of Academic Affairs**

- Provost Fontenot was not present at the time this item was moved down on the agenda

**V. Faculty Senate President's Report.....Dr. Felicia Jefferson, Faculty Senate President**

**VI. Committee Reports**

- **Welfare Committee** – Dr. James Newton, Chair
  - Dr. Newton shared that someone needs to be in place for the Disability Services.
    - A student only recently (within the last week) received her books for the fall semester.
  - Dr. Newton suggested that Dr. Fontenot be informed that we need someone who is specifically dedicated to the Disabilities Services and not split between advisement.
  - The point was made that Disabilities Services is provided under federal mandate.
  - Dr. Newton invited others to share ideas with him regarding disabilities services.
- **Fiscal Affairs** – Dr. Meigan Fields
  - Nothing to report.
- **General Bylaws Committee**, Dr. Xanli Liu, Chair
  - Dr. Liu Shared:
  - Modification of the Faculty Handbook is necessary.
    - He provided several examples of outdated information. The 2019 Handbook is still active and shows out of date and includes incorrect ranks of faculty, and names of separated employees such as a former Provost. The document is 73 pages with nine Appendices.

- The first step will be to share all of the information with the faculty. The second step is to speak with administration. Then a small committee will be formed. An interest email will be sent out for interest from the faculty. Once changes have been made it will be sent out to the faculty for feedback.
  - The committee shared different ways to collect concerns of faculty:
  - Drop boxes or emails can be set up.
  - Administrators can offer suggestions/responses.
  - Faculty can provide feedback.
  - The timeline for completion is next spring 2022.

## VII. Unfinished Business

- Point of Order
  - Dr. Riley asked for a motion to accept the minutes from September. When the initial vote took place at that meeting there were non-Senators included in the vote in error.
  - Dr. Riley specified that only senators are permitted to make a motion and to vote on items.
  - The motion was properly made by Dr. Oreta Samples and seconded by Dr. James Newton to approve the minutes from September meeting.
  - The motion carried.

## VIII. New Business

- **Recruitment and Retention** - Recruitment and Chair nominations topic is tabled until Dr. Jefferson can provide information.
- **Concerns from Faculty:**
  - Dr. Riley shared: The faculty asked for a University organizational chart. Dr. Jefferson is working with the provost to secure this chart.
  - The faculty website needs updated. Faculty are encouraged to review their pictures and information on the website and note any corrections.
- Dr. Hamidah Sharif-Harris indicated that she does not appear in the campus directory.
- Dr. Riley shared that the webmaster is working on making changes. He suggested that we send the information in a batch as opposed to individual notices being sent.
  - Faculty can send corrections to Dr. Riley and/or Dr. Jefferson.
- Dr. Roddrick Chatmon shared that the Department of Behavioral and Social Sciences has a designee [Dr. Mark Smith] who maintains their department website. He made the suggestions for other colleges to do the same.
- Dr. Mark Smith clarified that the department designees had their editorial access revoked. His were restored after much effort and emails.
- Dr. Ajit Mahapatra indicated that the College of Agriculture has a designee with editorial privileges to the website.
- Ms. Juone Brown shared that the College of Agriculture, Family Sciences and Technology has a person to manage their content. Is it possible to bring in a person who is the content manager and not the designer for the university website? She pointed out that when designees had access, it was limited.
- Dr. Riley shared that he will work with Dr. Jefferson to work on the website and a possible content manager. He stated he may ask for assistance from Professor Juone Brown.
- Dr. Shanah Grant suggested that a professional photographer be secured to take the pictures to bring about cohesiveness on the website.

## IX. Miscellaneous

- Dr. Mack asked for clarification on the canceling of classes on tomorrow (November 19). The calendar does not specify. He specified that he was told that there should not be any instruction on November 19, 2021.
- Dr. Riley asked Dr. Beth Day-Hairston, Dean of the College of Education and Professional Studies, for clarification.
  - Dr. Beth Day-Hairston indicated that she was unaware of any notice to cancel classes.
- Dr. Pitts clarified that the notice indicated that Housing was going to close at 12 p.m. tomorrow not the University. However, Student Affairs was to reach out to scholars to inform them that they have until Saturday afternoon to check out, not tomorrow. No classes are cancelled.
- Dr. Xuanli Liu revisited the issue of the website and suggested that during the interim of the university identifying a webmaster that corrections are made now to misinformation. We should first strive to correct the information that will be published on the website.

## Provost Report.....Provost Fontenot

- Nothing to report but opened the floor for questions.
- She wished everyone a happy fall break come Friday.
- For the fall graduation, Dr. Fontenot hopes for 100% participation and thanked everyone for their service.

## Dr. Felecia Jefferson

- Dr. Jefferson shared from the President Council:
  - Across the board there was a decline in enrollment
    - COVID-19 Boosters are offered in the Wellness Center.
    - 3.8% from the State University sector
    - 6.9 % down for State College sector
    - 2.6% Other two HBUCs and the University System of Georgia
  - Graduate enrollment is down, but that has to do with budget. They tend to do well with generating funds for universities.
  - **Salary Concerns - Merit-based pay** - Dr. Jones indicated that he will look into it.
  - There is an incentive for faculty who write grants and obtain funds, as per Dr. Kannan.
  - Dr. Jefferson indicated that the fiscal affairs committee will follow-up with the administration on merit pay and salary increase issues. The Faculty Council has discussed increases across the board.
  - **SACSCOC**
    - There will be information shared on this later. Dr. Chatmon will provide an update.
    - Currently, the USG is assisting with Financial Aid issues. There will be a SACSOC meeting on December 3, 4, and 5. Some people will attend that meeting and share the results, probably in January.
    - Several 1890s Foundations are working to improve the Rural Broadband. We will have to identify how we can help with Rural Broadband.
    - Our Basketball team is going to play University of Texas at Tyler.

## X. Adjourn

- Dr. Riley made a motion to adjourn.
- Dr. Oreta Samples seconded.
- The meeting adjourned at 4:36PM.

