

Faculty Senate Meeting
Tuesday, April 19, 2016
3:00 p.m.—5:00 p.m., Lee Hall Auditorium
Dr. Bettye Grable, Faculty Senate President, presiding

Officer's (Present)

Dr. Bettye Grable, President
Dr. Joe Ann Houston, Vice President
Prof. Ann Marie Cavazos, Secretary
Dr. James Muchovej, Parliamentarian

Senator's (Present)

Dr. Lillie Brown
Dr. William Guzman
Dr. Kyle Eidahl
Dr. Jenny Jones
Dr. Huberta Jackson-Lowman
Dr. Darryl Scriven
Dr. Merlin Langley
Mr. Longineu Parsons
Dr. Paulette Reneau
Dr. James Strohaber
Dr. Lekan Latinwo
Dr. Desmond Stephens
Dr. Musiliyu Musa
Dr. Lavetta Henderson
Dr. Hassiem Kambui
Dr. David White
Dr. Raymond Hix
Dr. Daniel Solis
Dr. Keawin Sarjeant
Dr. Glen Wright
Prof. Phyllis Taite
Prof. Joseph Grant
Dr. Tiffany Ardley
Dr. Ebenezer Oriaku
Dr. John Cooperwood
Ms. Sheila Labissiere
Ms. Thomasina Brock

Dr. Yassir Abdelrazig
Dr. Mark Weatherspoon
Dr. Dawn Brown-Cross
Prof. Antonio Soares
Dr. Roscoe Hightower
Dr. Aretha Hill
Dr. David Guthrie
Dr. Sevilla Bronson
Dr. Marcia Owens

Senator's (Absent)

Dr. Allezo Owens
Dr. Rebecca Blankenship
Dr. Maurice Holder
Prof. Craig Huffman
Dr. Clyde Ashley
Dr. Michael Abrams
Dr. Richard Gragg
Mrs. Pamela Monroe
Mrs. Gloria Woody

Senator's (Excused)

Dr. Perry Brown

EX-OFFICIO (Present) (Voting)

Dr. Donald Palm
Mrs. Faye Watkins

SGA (Voting) (Absent)

Mr. Justin Bruno

The meeting was called to order at 3:04 p.m. by Senate President, Senator Bettye Grable and at 3:07 p.m. Dr. James Muchovej, Parliamentarian, announced a quorum.

Opening Remarks

President Grable while waiting for a quorum started the meeting by thanking the Faculty Senators. She stated that she “appreciated the Senators attendance and their support at the meetings. If you have any questions please contact me vial e-mail at bettye.grable@famuedu or my cell at 850-212-2255. I will happily speak with you. We will try in any way with the help of the Vice-President, Dr. Houston and the Steering Committee, we are concerned about what concerns you. We serve the Faculty Senate and we want you to know that your concerns matter to us. That’s regarding anything. In my position as President, I confer with Dr. Houston in her position as vice president; in my position as member of the Board, we want to hear what’s on your mind. Dr. Solis has written to me and addressed some concerns and we will probably discuss that today. Thank you for your email and concerns and for looking out for the faculty. This is our last Faculty Senate meeting but it does not mean that we are not available for you during the summer. Dr. Houston and I confer often along with the Secretary and the Steering the Committee so we urge you to make us do our job”.

Approval of April 19, 2016 Meeting Agenda

Motion to approve the agenda was made by Senator Joseph Grant and seconded by Senator Kyle Eidahl. No discussion and motion passed.

Approval of March 15, 2016 Meeting Minutes

Motion to approve the minutes was made by Senator David White and seconded by Senator Phyllis Taite. No discussion and motion passed.

Announcements

Abena Ojetayo, with the Sustainability Institute and she stated that she wanted to come before you to encourage the faculty to visit sustainability.famuedu to preview the draft action plan and provide input around the overarching goals of scholarship, transformative research and resilient campus. The flyer was looked at the front of the auditorium.

First, the Sustainability Fellowship will be activated in the upcoming academic year. There are flyers available for you. We encourage all faculty interested in doing

sustainability related research at the University to apply. This is President Mangum's initiative in response to the feedback received from faculty. We need resources for faculty to do sustainability related research and it will also be beneficial to have some release time. What the fellowship does is provides you with a small seed fund to allow you to take advantage of this opportunity. We will also work your respective department to help you get less time on teaching so you can devote more time to sustainability research. We hope you will consider it because the deadline for the application is May 30, 2016, but depending on the interest level we may consider extending the time.

Second, we want to let you know that we are doing a Sustainability Strategic Planning process. There have been members of faculty, students, alumni and the community that have been involved in thinking about what it would be like to be a Model Sustainability Campus; everything from our curriculum, research, to our campus operation. Also, defining for ourselves what sustainability means. That process has been on the way. In the hand-out in your folder, you will find a power point that will describe what that means. You will see the draft and we encourage your feedback. Go to the website at sustainability .famu.edu and you will see the draft on sustainability. (See insert from the Sustainability Institute). Thank you

President Grable encouraged the faculty to get involved in activities that is going on in the sustainability office so as the President Mangum will agree, we can move FAMU forward. We also welcomed Mr. Bryon Dodson from the Tallahassee Democrat.

Administrative Remarks/Updates

President Grable introduced President Mangum and she encouraged a warm welcome our illustrious President. President Mangum said good afternoon and it was a pleasure to come before you and share a few updates. She thanked the Senators for the work they you are doing with our students to ensure their success at FAMU.

1. We are most proud of our ranking as #5, by Money, in Essence Magazine, because it shows the work we are committed to doing. It showed the respect we have across the country being ranked #5 behind some very prestigious institutions for providing affordable quality education to African American students. It is something you should be proud of that our students are able

to graduate with a quality of education and obtaining employment with the best of them, in terms of the salaries they obtain. So thank you for the recognition that our students are receiving from the quality of education they are receiving. I also wanted to make you aware of things you may have read recently with regards to the President of the Senate and many members from the Florida Senate coming to campus yesterday. In their tour, they stopped by FAMU and spent more time with us yesterday than with any other university, because they wanted to. Our students were very engaging and our faculty shared the work they were doing and how we need the State of Florida and the Legislature to contribute to our institution in terms of resources. We shared with them the need for grant aid; need base grant aid. We have Florida Bright Future and other merit scholarships. But we also know in the State of Florida based upon a variety of metrics, we need additional resources to help out need base students to help them complete their education that lowers their debt upon graduation. It will also help them with our competition rates because many of them have financial needs so they have to stop out work and do a variety of things that interferes with their educational completion. So we were pleased with that visit. The members of the Florida Senate toured the campus. They started with Lee Hall, Old Flame, Tucker Hall, then they went over to the Black Archive, saw and learned about some of our history and then they walked over to Pharmacy. They engaged with students, faculty and center directors. It was an enlightening experience I believe for many of them. If you read the papers today, you will see that some of them individually will be providing anonymous scholarships because the students' stories were compelling. The quality of students we provided and the students they met I believe are very representative of the students at Florida A & M University. So we are excited to see what the Legislative body will bring and how it will impact education in the State of Florida and our ability to access some of those funds

2. I also wanted to share with you some information about graduation which is upon us. I'm appealing to faculty to attend graduation and see their student' and family celebrate. I have heard from Associate Provost Palm about the attendance at graduation and how important it is for faculty to attend and see their students' families. I would like to encourage faculty to attend graduation so that families can meet with the faculties. Safety is an issue with respect to the numbers of people who attend and I have asked several

faculty groups to provide some options that we could entertain. I will not go into that at this time but please think about it as we progress.

3. I also wanted to provide a brief update from the University Administration side with regards to our Collective Bargaining activities. The University Administration on behalf of BOT, has and will continue to engage in good-faith bargaining with the UFF with regards to FAMU faculty. We are currently in re-opened negotiations which began on October 20 2015. During that session, both parties identified select articles for collective bargaining. Since that time, both parties met in November, 2015; December, 2015; February 2016 and most recently, at least twice (2) during the month of March, 2016. At least one session in March, both parties agreed to review the agreement ratified in August of 2015, in preparation for printing and distribution to the faculty. Collective bargaining also continued regarding to the opened articles that were identified in the re-opened negotiations. The negotiations sessions scheduled for April 8, 2016, was cancelled by UFF, to allow more time for them to complete their review of the ratified contract. Management also found it necessary to do the same, and cancelled the scheduled April 18, 2016, yesterday's meeting, to provide more time for complete their review of the contract. With that being said, the University is able to continue will negotiations as well as to and consult with faculty as we move forward. We are always open and remain open and continue to negotiate with UFF session. There seems to be a long process but there were technicalities that both sides needed to work out in order to proceed with this fiscal year collective bargaining contract.
4. Traffic with regard with our commencement speakers. We have to bring speakers who will move FAMU forward. We need people who are impactful for our future; and engage people around the country and state to benefit FAMU. Contributing member and our commissioners. The areas we bring is impactful and it is important to bring people around the state to benefit Florida A&M University.
5. Resource gained from the legislature is for our Student Activity Center called "CAS". Working with architect. We got an additional 6.5 million this year bringing us closer to 13 billion dollars to begin this project. The plan is to break ground at the end of the summer. Also, once the plans are approved we plan on bringing those plans to you. We also have plans in progress to renovate and rebuild many of the 52 year old living facilities we are working on for summer and fall. If we are successful with the financials, we should

build new facilities at Palmetto Inn, which will help attract new students to the campus. I am encouraged by the relationship we are gaining across the country by individuals that wants to help facilitate the rebuild of our campus. The new living and learning community which we want to build will help students complete their living and learning situations for our students. This concept will include classroom spaces and laboratory spaces which is the overall and will improve and provide updated learning opportunities for our students.

Questions:

Senator Yuassir Abdelrazig, FAMU/FSU College of Engineering. Good afternoon Madam President, my question relates to the College of Engineering. I am a member of the Search Committee for the new Dean for College of Engineering and we just started meeting the candidates this week. This is the first time that the Dean's position will be a FAMU position. I have two questions.

1. How can FAMU use this opportunity to strengthen the partnership with FSU?
2. Faculty in the College of Engineer, you are aware of some of the issues relating to salary raises and this past year we were excluded from collective bargaining agreement raises and their counterpart gets these raises every year. How can we fix this problem moving forward?

President Mangum's response

1. Thank you for both those questions. I think your question is how do we use this new dean's position as a FAMU faculty member to leverage and strengthen the partnership? The deans' at most institutions as well as at FAMU provides the leadership for faculty in any college and within their discipline. I think having a dean to build the College of Engineering is an important part of that responsibility and leadership. That is what we expect and that is what we are looking for, a dean that is focused on the College of Engineering and not focused on FSU side or FAMU side. There is only one College of Engineering. We are looking for a dean that is going to put forth programs and look for resources that would strengthen the College of Engineering as a national competitor. Not as a competitor against FSU or a competitor against FAMU. That is the part of the culture of Engineering that has to change and I believe in holding the dean and faculty of that department responsible to work together.

2. With respect to exclusion of salary from collective bargaining, I don't think that is accurate. Salary increases with the College of Engineering. First, and foremost, one of the things we did for an equity move for the College of Engineering is resources of half a million dollars, which I provided, to help bridge the gap between FSU and FAMU faculty. The dean of the college makes the decision of how that half of million dollars resources was used. Part of the bargaining agreement and discussions last year included the fact that we set aside resources for Engineering just like resources set aside by the Legislature for the Pharmacy faculty. Considering the fact that there was a pool of resources available to all faculty. The engineering faculty and the increases they received were higher than the rest of the faculty because of set aside resources. So across the board, for equity purposes, the Engineering faculty did receive salary increases last year. That is the last questions I'm going to answer with respect to the College of Engineering salaries and any negotiations that were part of that.

Question:

Senator Mark Weatherspoon, FAMU/FSU College of Engineering, Electrical Computer Engineering. So in one meeting, with respect to the governing of Engineering, you have challenge us to come to some solutions. Some of us have come to the conclusion that the problems that have occurred about faculty inequities came about directly as a result of some activities by the State of Florida. Particularly, as you know the joint College of Engineering was done by the State Legislature. During the time it was created we were under the Florida Board of Regents. So raises and rates, i.e UCF got a raises, we all got a raises, FSU, FAMU and West got raises. Then, under Governor Bush, he got rid of the Board of Regents and created the Board of Trustees. The College of Engineering being one and having faculty for two universities. So if the State created this problem why can't the State fix or solve this problem by creating separate Board of Trustees and separate bargaining units? Have your administration consider that a solution to the problem when we have faculty doing everything, having the same assignment of Responsibilities, doing everything the same except for compensation. Is that something worthwhile for the School of Engineering?

President Mangum's response:

I think each University has a separate bargaining unit. There is UFF at FSU and UFF at FAMU. There is a single dean now that will be a FAMU professor and the option of salary equity should come from within that faculty. I don't believe that everything you said is equitable between the FSU and FAMU. We both know that is not the case. There are different standards for tenure and promotion. Right now, I also know that the compensations are different between the colleges. One has a merit base for compensation and one does not having a merit base system for compensation. That has a significant fact in how faculty gets compensated. That is something the dean and the faculty will have to work out because I do not think it is the same.

Thank you so much.

President Grable thanked President Mangum for attending the Faculty Senate meeting and sharing with us. I don't believe the Provost is here because I don't see her and I don't want to overlook her. (Pause) No she is not here!

Continuing Business

Fallen Rattler Resolution, Dr. Deidre Powell stated it has been a six (6) year journey and a six (6) year battle to get the University to recognize "Fallen Rattler". Therefore, a resolution has been written and upon your vote and approval by the Faculty Senate, I'm requesting we present the resolution to the administration. The resolution was voted upon in the Faculty Steering Committee 6-2 in favor of the Resolution. But I was asked to define "fallen Rattler" and to explain how the memorial wall will be built. It is titled **"A RESOLUTION SEEKING ACKNOWLEDGMENT AND ACTION OF FAMU'S BENEVOLENT/CONDOLENCE AFFAIRS."**

Would you like more time? (Silence! Pause and waiting)

Then, Senator Joseph Grant from the College of Law motioned that we adopt the Resolution as presented. It was seconded by Senator Roscoe Hightower, Senator David White and Senator Merlin Langley. No discussion and motion passed. (The Resolution is included in the package)

President Grable thanked Dr. Powell for working fearlessly to move this Resolution forward. Thanks to all Senators. **Thank you**

Academic Policies & Procedures

President Grable introduced Vice President Palm to come forward because he has several items to discuss.

Dr. Palm thanked President Grable for the promotion: “ I appreciate it.” (Laughter!) Dr. Donald Palm stated that he is here today to present two policies with guidelines for your approval and for information purposes only. Thanks for all your efforts for the last past year for providing all information for the performance metrics. As Associate Provost of Undergraduate Academic Affairs, the rubber meets the road in the classroom. Whatever goes on in the classroom we are doing well with respect to the performance metrics. We want to make sure our students are matriculating to graduation and we have a way to catch them before they get into academic trouble. I want to get you situated with regards to how we will move forward.

1. There is a piece of paper in your folder that is titled, **“Percentage of 2014-2015 FAMU Bachelor’s Degrees by Credit Hours Attempted. This is relative to the 110% Excess Hours Threshold”**. That is by majors. I also put together a summary of what we are going to vote on today.
2. **“Florida A&M University Summary, Policy/Procedures Revision, April 19, 2016-Faculty Credentialing Policy and 4.012-Levels of Academic Standing for Undergraduate Students.”** We are actually going to vote on this today. (This summary is found on one page).
3. **“Florida Agricultural & Mechanical University: Board of Trustees Policy Number: 2008-06; Date of Adoption/Revision August 12, 2008.”**
4. **“Regulations of Florida A&M University: 4.012 Levels of Academic Standing for Undergraduate Students.”**
5. **“Regulations of Florida A&M University, 4.108 Academic Progress”**. The Faculty Senate and the Board voted on this regulation. I will actually repeat myself when I bring those policies up for approval.

ONE:

Percentage of 2014 -2015 FAMU Bachelor's Degrees by Credit Hours Attempted.

This table is actually per major and it is identifying the excess hours students are accumulating from 2014-2015. I don't know if you are aware of the impact not only on the performance metric but also on the student's pocketbook. Every student that has excess of 132 hours has to pay double per credit. Our credit runs approximately 105. For the 133 credits, they are paying \$110 for each credit hours. This is having a great impact on the pocketbook and the performance metric. The more hours students have is actually delaying their actual graduating dates. A lot of students have changed their majors because there were no policy and guidelines have been in place. For example, they have changed their major in Pharmacy after having approximately 116 credit hours. They change their major after being in the Pharmacy or Nursing program for over four (4) years.

CREDENTIALING POLICY

The first policy is the faculty credentialing policy. As you know we have our college prep courses and they are being taught by adjuncts with Master's or Ph.D's. We come into a lot of problems with identify a math teacher with Ph.D. focusing on calculus. The proposed revision on page 2, second paragraph is a need to ascertain that the ***Faculty teaching developmental studies courses have a Bachelor's degree in the teaching discipline or a Bachelor's degree in a related discipline with competencies in the discipline.*** Whether it is English, Reading, or Math, those instructors have to have the competencies if they are going to teach those courses. The University also has to be in compliance with Southern Association of Colleges and School Commission on Colleges (SACS-COS). The focus is to ascertain that the teachers/instructors have the proper credentials in teaching in that particular areas/ courses.

I am requesting the faculty approve this policy. We will go policy by policy for approval.

President Grable stated that we would be entertaining a motion for approval of the Florida Agricultural & Mechanical University Board of Trustees Policy Number: 2008-06; Date of Adoption/Revision, August 12, 2008.

Senator Kyle Eidahl has motioned to accept the above policy, Policy Number 2008-06. It was seconded by Senator David Guthrie.

Discussion

- **Dr. Houston** stated that we need to look at the back of this policy, page 2, the lighted printed section, where it is stated *“Faculty teaching developmental studies courses have a Bachelor’s degree in the teaching discipline or a Bachelor’s degree in a related discipline with competencies in the discipline”*. My concern is this, I am an English teacher, and so is Ann Brown. If we are looking for people with bachelor degrees to teach those developmental courses, you are not bringing strong teachers to those weaker students. You must put weaker student with stronger teacher. I am going to equate skills with achievement knowledge. I am not saying that a teacher with a bachelor is not capable. The presumption is that if I have a masters’ degree I have more of a knowledge based in the discipline to teach those students that are weaker. Stronger teachers should teach those students. If we are going to bring students with developmental issues then we need to put them with a stronger faculty.
- **Response: Dr. Palm** states, that Dr. Houston and I have had many discussions concerning this matter. We hired a director of development studies. We did not have one in a while. We are also bringing supplemental instructions. We want to bring our students on board and place them in regular courses in a more efficient way. This policy does not dictate that these are the only faculty that will be teaching these courses. We have a broader range of faculty to go after. This has just opened up more opportunities to identify some great instructors. Even if they are high school teachers, they may have the competencies in the discipline to move our students into the main stream. We have some safeguards in place and like all faculty these instructors will have to go through the credentialing process and have to demonstrate that they are capable of moving our student to the next level. They may be only high school teachers but they may have credential and will be able to move our students into the main stream. We do have safeguards in place for the instructors.

- **Question: Senator Mark Weatherspoon** states, following what our V.P. Huston has stated, looking at the document are we to assume this is entirely new language since there is not strike through in previous language?
- **Response: Dr. Palm** states, this language is additional language we have in the credentialing in every area. If you are teaching an undergraduate course that is credit generating, then you must have a Master's degree. None of that was changed. If you are teaching a Master's course you need to have your Ph.D.
- **Question: Senator Mark Weatherspoon** inquired as to whether SACC speaks to those courses and all is needed is a policy in place?
- **Response: Dr. Palm** states that SACC does not speak to those development courses. But they will ask us how do you set up the process to evaluate those instructors?
- **Questions: Senator Darryl Scriven states, I have a question about the competencies.** The competencies language is very vague. Do you mean that a high school math teacher I teach logic and many of my students are weak in terms of grammar and algebra. I am hesitating with an instructor with a Bachelor degree, with bare credentials, to teach those concepts. . I'm thinking more so that a developmental teacher
- **Response: Dr. Palm** states, this does not mean that we are going out to identify credential instructors. It opens up various opportunities for instructors to teach and integrate students into mainstream courses. Not trying to water down the credentials but looking for someone who has those credentials and with those talents to teach in logic or in any other area. This creates the opportunity to have a broader pool of instructors. We have to get the right fit with the right person, but credentials are important.
- **Question: Senator David Gurthrie stated** that he just want to make sure there was no policy conflict. When you take a look at the first policy on the flip-side of the policy. FAMU faculty, teaching, service and scholarship. Does that conflict with having a Bachelor degree?

Response: Dr. Palm said there is no research component as a part of tenure and promotion process. They are not true faculty.

Question: Unknown speaker and could not hear the questions.

- **Response: Dr. Palm, I could not hear his response. At this point the microphone sound became very muffled and could not hear**
- We have high school teachers doing a great job and they can bridge the gap in getting the students ready. We do not want to miss out on those opportunities.

President Grable stated if there is no further discussion, all those in supporting this policy? One no, Dr. Houston and a majority yes. The motion passes.

Dr. Palm thanked everyone for their time.

Dr. Palmer introduced Regulation of Florida A&M University-4.012 Levels of Academic Standing for Undergraduate Students.

Dr. Palmer provided highlights on this policy as follows.

- What this particular policy does is gives a good delineation and describes a student in “good academic standing” and a student on “academic suspension”. A person who is on academic suspension cannot re-enroll at the University and cannot get financial aid. However, the student in good academic standing, can re-enroll and receive financial aid. (**See insert for full details your package**)
- The next sections describe a student on academic warning, then probation and then academic suspension. The policy makes it all fair to all students to get fair warning before being placed on academic probation. Students will be provided with a warning. This revision provides all students with a warning, probation and then academic suspension.
- The fourth (4) paragraph is very important as it refers to academic dismissal. Turn to page 3. The policy revises the appeals process. Members of the appeals committee will examine whether the student has the ability to do well. For example, we may get students with a GPA of 1.4, go through the

appeal procedures and sit out two semesters and get reinstated back into the university. The appeals committee will have to take a look to see if mathematically that student can get his/her 2.0 and whether the students have the ability to return and successfully complete the semester. These students oftentimes just sat out for two semesters and did nothing. Now, those students placed on academic suspension will now have to take a FAMU recovery course on-line to prove that they are ready to resume their studies at FAMU. We put the recovery course together for the student. *(Please refer to the hand-out in your package for further details.)*

- *Unknown person asking a questions and could not be heard.*
- *Dr. Palm asked for approval on these revisions*
- **President Grable** asked if there was a motion on the revision of the policy 4.012.

A motion to adopt the recommended policy of 4.012 Levels of Academic Standing for Undergraduate Students with its recommended revision was motioned by Senator David White and seconded by Senator Lavetta Henderson.

Discussions:

- **Question: Senator David Guthrie** states, speaking from the perspective of upper-division for now. Looking at page 3, Academic dismissal. I need some clarification. When we have a student dismissed from our upper-level program, the student will not necessary be going through the warning, probation before dismissal from the program? Does dismissal from the program mean dismissal from the University?
- **Response: Dr. Palm states,** absolutely. With regard to your program and process they will override. The students will not be able to come back to the program.
- **Question: Senator David Guthrie** states, if we have a student in the lower division is dismissed, leaves and gets an AA degree and come back, can you please tell us about the credits. What about excess credits? We don't want to be burden in the program with excess credit hours.

- **Response: Dr. Palm** states that Allied Health get lots of excess hours. But we cannot control the fact that the students are admitted to your program and having excess credits. We want to alert them but we do not want to turn them away. This is an area of strategic emphasis and we want to get credit. We want to make sure that it's not a burden on our students' pocketbook. We want to catch them early. We will transfer the student out to another major if they are not doing well academically.
- **Questions: Senator Dawn Brown-Cross** states that she has two questions, needed a point of clarification. If a unit has an academic progress committee we don't have disband the program?
- **Response:** Dr. Palm states no that in the professional program you have your own policies and procedures.
- **Question: Senator Dawn Brown-Cross** states that we have this three (3) strike situation in the program. It is actually four (4) opportunities but after three (3) strikes, the student tends to appeal, and by the time the appeal goes through, this gives them the 4th opportunity and most of the time they win their appeal. Now they have excess hours.
- **Response:** Dr. Palm states Academic Committee versus Admission to really review these. Some of our students' first time college, they do have issues but they are rebounding, and it helps us to retain those students and get them back on track. We must put academic support in place. We need to make sure the students are doing what they are supposed to do and the policies are aligning with what we are doing.

President Grable asked if there are any further discussed on **policy of 4.012 Levels of Academic Standing for Undergraduate Students. The motion to adopt this policy has been approved.**

Regulations of Florida A&M University 4.108 Academic Progress

The very last thing, last spring you voted as well as the Board of Trustee to approve this regulation. *“This regulation authorizes the University to implement appropriate procedures to facilitate the continued academic progress of students and their graduation success.”* This is a part of a larger document and I abbreviated it for you. The reason for the process, ***“Florida A& M University (FAMU) provides a distinctive and exceptional student learning experience form enrollment through graduation. This process is intended to assist full-time students in maintaining satisfactory academic progress and in completing a degree program quickly and efficiently. The initiatives in this process are also designed to assist students in minimizing costs by avoiding Excess Credit Hour surcharges and maximizing opportunities to maintain federal student aid.”*** This is for information purposes

One thing we put in place is the pre-graduation degree audit. We are going to know where the students stand. At the conclusion of the student’s fourth term or reaching 60 credits, we will know where they stand in their major.

Major Selection-All freshmen entering the university must select a major.

Transfer students who have earned 48 credit hours or more are required to select a major or a pre-major at the time of admission to FAMU. This will help us keep our transfer students on track.

Changing a Major- we had no guidelines on this, but students may change a major once per semester. They cannot change after they have earned 90 credits hours unless the new major can be completed within the same time-frame as the previous major. So we are looking for students to complete major in 12 semesters. Need a 2.0 GPA and access programs may require a higher GPA to get into the program.

Please examine the following Administrative Major Change whereby a student may not remain in his or her selected major if he or she fails to meet the minimum GPA requirements. (See insert in you package)

Question: Senator Huberta Jackson-Lowman. In the case where a student in their major fail the course, will they be automatically removed or will the register assist in that area?

Response: Dr. Palm states there will be an appeal process to determine if the student will stick around. You don’t want to demolish the major but we want to

make sure that the student stays on point and graduate on time. We don't want the student to be taking Chemistry 4 or 5 times.

Question: Senator Huberta Jackson-Lowman Who will monitor this?

Response: Dr. Palm states, the department will have to monitor and the advisors as well but the system will send out reports and alarms from the registrar office. You will be able to monitor those grades.

Question: Senator Dawn Brown-Cross states, something to consider for the pre-graduation degree..... **(she did not speak into the mic, so I could not hear her question)**

Response: Dr. Palm states, in the 3rd paragraph, with pre-graduation degree audit, it said fourth term or reaching 60 credit hours. Dr. Palm further states with the **Dual Major**, a student may declare a dual major after earning 45 credit hours. What we are seeing is a student reaching 115 hours and then declaring a dual major. Trying to stop these Excess credit Hours.

Another concerning is students meeting “**graduation process**”. In bold, ***“Florida A&M University awards degrees to candidates who have completed all requirements for graduation. The university may award the degrees at the end of any academic term -fall, spring or summer. If an undergraduate student has completed his or her degree requirements, the academic Dean of the student’s program will confirm that the student is eligible to be awarded the degree. The university reserves the right to confer the degree once degree requirements are met.”***

I’m going to tell you a story. A student enrolled in inter-disciplinary studies right now has enough credit hours to graduate right now. She has 180 credit hours. She does not want to graduate because she wants to raise her GPA in order to get into the Pharmacy program. This is real, and this is what we are dealing with. Got a call from the Inter-disciplinary program and asked what we should do. I told her we could set up counseling program to determine what she needs to get to the Pharmacy program. She has a 2.49. The requirement is GPA of 2.5 to get an interview. The student needs to meet with the program counselor to find out what she needs to get into the program.

Question: Senator Phyllis Taite. I know you can't see me, but I have a question for you. For the administrative Major changes, is that over the 90 credits or can that be done before 90 credit hours?

Response: Dr. Palm, yes, it can be done before the 90 credit hours. For example, pre-requisite course, you have to pass an organic course before you can get to Pharmacy. If you fail it twice, then nine times out of ten you will not get into that program or if you get in, you will not do well in the program.

Question: Senator Phyllis Taite states, so is that what you mean that if you fail the same pre-requisite twice or two different ones. We need to clarify it. I would think if you fail the same pre-requisite courses twice that means you should not go forward.

Response: Dr. Palm states that he will have to get clarifications on that point later.

Question: Senator Darryl Scriven states that it looks like a lot of language on a major to prevent students from moving around, my question is about declaring a major. Freshman entering must declare a major. Some of these programs have entrance requirements. That will narrow down the shifting and jumping around.

Response: Dr. Palm states that some of the program has limited access. You have to apply to the pre-major to get into the program. There are various criteria to get into the program. Example, Business has three majors but other program does not have that so you can go ahead and apply.

Question: Senator Darryl Scriven states, "are we moving towards pre-majors for everyone?"

Response: Dr. Palm states, "No, limited access have pre majors, Business and Pharmacy have pre-majors".

Question: Senator Darryl Scriven states, "I foresee problems. I am just wondering if there is room to change your major each semester."

Response: Dr. Palm states, "you can change your major two or three times but it will catch up with the students. We want them to get the student sooner rather than later to decide on whether a major is the right fit for him/her because it will have an impact on their financial aid."

Question: Senator Kyle Eidahl states: “that this is a couple of different topics when it comes to this topic. Limited access program, making sure students can pass the course that requires that discipline. The open program such as Criminal Justice or Political Science, we as a program get hurt on the back end. If people decide to hang out in the specialty program and acquire 60 credits, then we look at their degree and they are not part of the general education requirements. The quicker we can get them out of those programs we will help them avoid Excess Credit hours.”

Response: Dr. Palm states: “you are now feeling my pain. So the bottom line is if we catch it early within two years we can protect the students. Right now we are doing cleaning up. I do appreciate your input.”

Question: UNKNOWN speaker

Response: Dr. Palm states that wants to know about the appeals process. We had a student in Engineering program and failed a course.....

Thank you very much. (Applause)

Synchronizing FAMU Spring Break with Leon County Schools Spring Break- Donald Palm

Right now the two state colleges with respect to the County School break. We will not be synchronizing our calendars with the Leon County Schools spring break. The only problem is that Leon County does not know when they are having spring break. My question is why Leon County doesn't synchronize their calendar with the colleges. We understand the benefits of it because faculty can take breaks with their children. We are aware of the issues and your concerns. I will bring an update to the faculty upon our return.

- **Question: Senator Mark Weatherspoon.** Can you provide an update with the synchronizing of the fall calendar between FSU and FAMU?
- **Response: Dr. Palm,** FAMU starts a week earlier in the fall and we will end a week earlier in the fall. The College of Engineering is going to be impacted in this change. Dr. Palm states that our students in the Engineering College

will be starting the same time as FSU students. We will make that time up, I think it's a week. The Wednesday before Thanksgiving, FSU don't have classes but FAMU does so there is discussion about on-line courses.

- **Question: Senator Mark Weatherspoon.** In terms of total week is that an increase time or reduction?
- **Response: Dr. Palm,** No, you are making it up. It is the same time.
- **Question: Senator Mark Weatherspoon.** Are there any violations?
- **Response: Dr. Palm,** this is a proposal that we are going to make sure it is going through.
- **Question: Senator Mark Weatherspoon states,** that the Engineering faculty states that they will not be working any extra days.
- **Response: Dr. Palm,** we will talk further about this.

President Grable thanked Dr. Palm for his presentation. (Applause)

Follow –up to Nov. 17 Meeting with BOG-Dr. Donald Palm has agreed that he can discuss it later. We can communicate on-line at a later date.

Curriculum Committee Report-Dr. Neil James

- **President Grable** stated that Dr. James would be coming before us for the very last time. He will be the Interim Associate Academic Dean in the CAS.
- Today we have a short listing of 21 new courses; one from the College of Education. There are 20 new courses from the College of Pharmacy and Pharmaceutical Sciences. This is the last grouping of courses; Program modification from the School of Business and Industry. There is a new course change from the College of Education in mathematics in Elementary school.
- **(Please see insert in your package)**

Motion to accept the Curriculum Committee Report moved by Dr. Neil James and properly seconded by Vice President, Houston. The motion is passed

Senators thank you for allowing me to serve you today. (Applause)

Student Affairs Update-Dr. William Hudson, Jr. Forgive me if you can't hear me because I have a cold. Just briefly, you have in your package a document addressing student health insurance. Students can be exempt if they can prove coverage of

insurance by their parents. **(Please see insert in your package)** As to recruitment and enrollment, if the Faculty Senators would like to receive a copy of the report, please e-mail me. A lot of our students that come in with a 3.0 need more help than students with less, because it depends on the rigor of their high school. We are going to have seat deposits to guarantee students' attendance in the program.

Investigator of the Year Awards Update-Dr. Lekan Latinwo. Good afternoon Senators. I would like to give you the outcome of the investigator of the year award. We have five applicants. Four applied for the research excellent award. One applied for the emerging award. No one applied for the distinction award. There will be a banquet to recognize them before their peers. I am just presenting that announcement.

Faculty Senate Committee Updates-Dr. Joe Houston. This topic was held over for the next meeting.

Meeting adjourned at 5:00 pm