

Kentucky State University

Faculty Senate Meeting Minutes

03-04-2022

Submitted by Danny Collum, Senate Secretary

Call to Order

Meeting began, with a quorum, at 9:02 a.m.

Approval of Agenda

Proposed agenda was approved unanimously.

Approval of 02-18-22 Minutes

Minutes were amended to reflect the fact that Nkechi Amadife is a Senator not a Guest. Also Joy Cole and Randy Nichols need to be added as Guests. With those amendments, the minutes were approved unanimously.

Faculty Senate President Report

President Clay reminded faculty of the contact points for COVID-19 information: (855-598-2246) and COVID19@kysu.edu. Also, all faculty who haven't are urged to upload proof of vaccination status at the ADP website.

In his meeting with the provost, President Clay reported that they discussed the report of the ad hoc committee on budget cuts and the upcoming budget meeting.

There was no Faculty Senate Executive Committee meeting this week. President Clay is meeting Acting President Stamps next week and with SGA President Jason Robinson in the near future.

Next, President Clay announced that we needed two Faculty Senate representatives for the Honorary Degree Committee. Changzheng Wang and Shawn Lucas volunteered for this service.

All standing committees are being constituted and will meet at least once this semester. A guest asked if there is a single place to look for a list of those committees and their composition. Dr. Clay replied that he would send out the committee handbook to deans to distribute to faculty.

Faculty Regent Update

The regular quarterly meeting of the Board of Regents, scheduled for Thursday March 3, was cancelled by a phone call from the chair Tuesday. There was a full agenda for the meeting and all the preparatory documents for the meeting had been distributed. On Wednesday, there were news reports of the introduction of Senate Bill 265 regarding the composition of the Board.

Campus Life Charles Holloway

There will be no student activities during midterm week. Student Engagement is hosting study spaces around campus that week.

Health and Safety Samantha Todd

Kentucky's COVID 19 positivity rate is 6.4 percent. The Green and Gold Commission is considering the future of the masking policy. We will continue to follow CDC guidance. Nurse Todd noted that ECU has gone mask-optional for non-class settings. A Suicide Awareness Training is being held today. All of us should be reaching out to each other to ask how we're doing. An Employee Assistance Program for mental health issues is available for full-time employees. Check with Human Resources about that.

On student excuses: In considering an attendance policy, faculty should remember that medical excuses may include confidential information. At this point policy says that excuses should come from Student Engagement, but that office lost the administrative assistant who handled this. As of now, medical excuses are coming from the Health Service and non-medical excuses come from Destini Baker. Employees with medical excuses should go to Human Resources, but cc Health Service on anything regarding COVID 19.

Technology and Distance Learning Michael Dailey

Digital badges for faculty training are on the way. There will be more training opportunities after spring break.

Dual Credit Kristopher Grimes

Dr. Grimes is now overseeing Dual Credit for Academic Affairs. He wants to keep faculty updated on this program and see it integrated into our programs in ways that are compliant with SACSCOC and CPE requirements and also get more of the Dual Credit students to KSU.

A guest asked how much the high school students pay for dual credit classes. The answer was that ENG 101 and MAT 115 cost a flat fee of \$60. All other courses cost \$72 per credit hour.

Grimes said that in his experience, high school teachers, counsellors and administrators want KSU to succeed. Current attention to the school's problems hinder that. KSU has an advantage in that most dual credit classes from the other universities are offered online whereas we are putting some professors in the high school classrooms. Dual Credit has not done much to get students to enroll at KSU so far, but Dr. Grimes believes that it could and wants to implement a strategy toward that goal.

Provost Hamilton interjected that Dual Credit is very important to the university. He pointed out that this semester total undergraduate enrollment at KSU is 2276: Of these, 1342 are regular students and 817 are dual credit.

Faculty Senate Committee Reports

Ad Hoc Committee on Budget ,, Peter Smith

Acting on behalf of committee chair, Senator Gary Stratton, Peter Smith presented the committee's report on ways to make necessary cuts to the KSU budget and generate revenue. He then asked for faculty comments and questions. In the course of that discussion, friendly

amendments were offered and accepted by the author of the report. A reference to possibly using students to oversee labs was removed. The section dealing with indirect costs was amended to avoid stating specific percentages, and a statement was added to the beginning of the report noting that these were initial ideas subject to change.

The report, with these amendments, was approved by the Senate with 14 voting in favor, none opposed and one abstention.

Below is the amended text of the Ad Hoc Committee Report approved by the Senate.

Report of the Senate ad hoc Budget Crisis Committee

Note: These are initial ideas and subject to change when more budgetary data are made available to faculty.

Summary: *KSU is literally near the bottom of the entire nation, not just Kentucky, HBCUs or Land Grant Institutions, when it comes to funding instruction, with less than 13% of our budget devoted to instruction, down from 28% just a few years ago. Furthermore, there have been a number of faculty who have voluntarily separated from the University within the past year or two and have not been replaced, virtually all academic units are understaffed, and some academic units are now in danger of losing their program accreditation due to inadequate staffing. Therefore, while KSU might still be overstaffed when it comes to administrators and support staff, that is clearly not the case with faculty, and cutting teaching positions should be the absolute last thing we should consider in addressing the budget crisis. To be blunt: nothing could possibly have a more adverse impact on our students than indiscriminate elimination of faculty positions, and any such move will have devastating consequences on student success and enrollment for years to come. This is a university, not a business; nothing could possibly be more important to a university than faculty teaching students—every other function of this and every other university is secondary to that. The administration and staff positions in some units have continued to expand even when enrollments have not, and “right-sizing” the administration has been put off long enough; it’s time we got serious about making cuts in these areas.*

Faculty Senate would like to suggest that before discussions on budget cuts even begin, we should take full inventory of all KSU resources and budget items to accurately account for real costs, including savings from vacant positions—administrative, staff and faculty—that still have active budget lines. For example, University College, Student Engagement and Campus Life and Student Success have already lost a total of 24 positions. Make sure that before we talk of “eliminating positions” further, we first take into account all of the positions that have already been “eliminated” by voluntary separation from the University in the past year.

REDUCTION IDEAS

Elimination of Non-Teaching Positions:

- *As a rule, simplify the administrative structure of the University by eliminating positions, offices, and administrative structures that did not exist when we had a much more robust enrollment than we currently have.*

- *Re-structure the administration to have just three vice-presidents: Academic Affairs (includes Registrar, Advising and Testing, sponsored programs, etc.); Student Recruitment and Engagement (admissions, financial aid, health services, counseling/placement, etc.); Finance and Development (finance and administration plus fundraising and public relations).*
- *Return advising for entering and returning students who have already chosen a major to faculty in those areas, who are experts in what classes the student must take to graduate on time, so that we can limit the non-faculty advising staff to only those needed to advise undecided students. Use regular faculty who are qualified and experienced in the discipline to staff the Pre-College Academy, as had been the case before University College was established, and offer regular staff with master's degrees adjunct pay to teach sections of KSU 118, as had been the case with the BREDS orientation classes. University College has already been reduced since spring 2021; keep staffing low and fill only mission-critical and grant-funded positions.*
- *Outsource the Office of University Counsel by keeping a local law firm on retainer. This would enable us to pay only for the legal services that we absolutely need and to eliminate salary, benefits and support staff for the three attorneys in the University Counsel's Office. This should save much of the \$390,000 per year in salaries and benefits paid to maintain that office.*
- *Eliminate the office of Brand Identity and University Relations and revert back to a Public Relations office with just three or four positions and either outsource or make fundraising self-funding. This office currently has a budget of over \$1 million, so this should save at least \$500,000 annually.*
- *Combine Student Engagement and Campus Life with Student Success and scale back the number of staff positions: 62, as of the 2021 budget, with salaries and benefits of over \$1.8 million (note: 14 positions have already been cut). We could potentially save \$500,000 annually by limiting the unit(s) to positions that are mission-critical.*
- *Outsource all web/technology services and cut back IT to only those needed to provide technical support **or** do all web/technology functions internally and eliminate external contracts—there is no need to waste hundreds of thousands of dollars doing both.*
- *Have another round of the Voluntary Separation Program or institute a retirement step-down program to incentivize the retirement of some of the higher-paid senior faculty members.*
- *See which administrative or staff positions can be logically combined into a single position, as other small universities do, and which positions can be taken over by faculty on release time as opposed to a full-time, dedicated administrator.*
- *Employ students on a part-time basis to perform minor maintenance jobs rather than full-time employees with benefits.*

Elimination of Unnecessary Expenditures:

- *Terminate all contracts for unnecessary software programs like Interfolio, IDEA, Raiser's Edge, Juicer and Meltwater, keeping only mission-critical software packages.*

- *Increase telecommuting of personnel over the summer and consolidate temporary offices. Make summer session classes online only, as they used to be. Shut down or use economy settings for the HVAC in unused buildings and dormitories.*
- *Sell the unused "Downtown Annex" on Wapping Street.*
- *Eliminate encampment/opening faculty-staff meeting entirely or at least stop paying to bring in external speakers. Replace with meetings with Provost, Deans, and divisional leaders.*
- *Institute energy saving measures for lights and HVAC in all buildings.*
- *Consolidate offices and rent out unused office space to state agencies needing temporary space.*
- *Re-examine the policy of having paid e-books for students.*

Salary Reduction:

- *Instead of exacerbating the salary inequity issue and losing talented underpaid faculty by cutting faculty salaries across-the-board, institute salary caps based upon academic rank by calculating the current median nine-month salary for each rank, then making the median salary the **maximum base** salary for that rank, adjusted accordingly for twelve-month contracts and accreditation/disciplinary considerations.*
- *For faculty, staff and administrative personnel hired under President Brown, roll back salaries to those of the previous employees holding those positions where current salaries are out of line with the previous salaries. Cut administrative and staff salaries on a sliding scale, starting with 15% for the highest paid positions and going down to zero for the lowest paid. Bring administrators salaries in line with CUPA and stop multiple year contracts.*

Teaching Efficiency:

- *Increase class size where this will not adversely impact instruction. Hold lectures in auditoriums, using advanced students as peer tutors. Prioritize team-teaching, cross department/unit teaching and resource sharing.*

REVENUE GENERATION IDEAS

Grants:

- *Study the current indirect cost rate to encourage renegotiating or changing our IDC rate so the University can draw more funds for salary, research, operating and maintenance costs from the funded grants.*
- *Incentivize grant writing to generate revenue by providing faculty with a summer stipend to write competitive grants, payment contingent upon submission of grant.*

Degree/Certificate Programs:

- *Increase online degree and certificate program offerings. Work with state government offices to see what type of certificate programs would be most useful.*

Fundraising:

- *Have Institutional Advancement pay for itself according to a percentage of the funds they raise or outsource fundraising. Focus fundraising on large corporations and the wealthy with a history of supporting HBCUs or higher education.*
- *Sell the naming rights to our stadium and new dormitory; offer advertising space for “sponsors” for the electronic sign at the front gate.*
- *Ask the Alumni Association to put out a special appeal to their members to “help save KSU.”*
- *Begin a fundraising campaign to institute several endowed professorships (again, offering naming rights to major donors or allowing donors to vote on the name of a beloved past professor). Move the most qualified existing faculty into the endowed positions and return their salaries to the budget.*
- *Institute an aggressive planned giving campaign, urging alumni and supporters of the University to remember KSU in their wills.*

Academic Policy Committee Kristopher Grimes

Attendance policy was the main business of the last meeting. An action item on this will be coming at the next Senate meeting. Committee is also working on an internship policy and clarifying the state of the incomplete grade policy.

Curriculum Committee...Changzheng Wang

Multiple action items were presented from the English program. These are course change, new course or course deletion proposals needed to pave the way for an overall program revision that will be presented at the next meeting.

Course Changes:

ENG 322 Survey of British Literature I changed to British Literary Roots, with a corresponding catalogue description change.

ENG 324 Survey of American Literature I changed to American Multiethnic Literature, with catalogue description change.

ENG 409 Literature of African Americans changed to African American Literature

ENG 413 Literary Criticism changed to Literary Theory and Criticism.

Course Deletions: ENG 323 Survey of British Literature II and ENG 325 Survey of American Literature II. These are no longer needed because ENG 322 and ENG 324 are becoming single-semester surveys.

New Courses: ENG 220 Introduction to Cultural Studies

ENG 417 Comparative Mythology

ENG 419 Literature of Crime and Punishment

ENG 425 Digital Writing and Rhetoric

ENG 440 Literature of Gender, Identity and Sexuality

ENG 443 Special Topics in Film Studies

The Senate approved each of these items by unanimous vote.

Professional Concerns Committee Peter Smith

PCC presented an action item making changes to Faculty Handbook rules for faculty elections. These changes were to reflect our shift from in-person to online elections and to prohibit all campaigning, digitally or in-person, during the time that online voting is open.

This item passed by a vote of 11 in favor, none opposed and one abstention. Final language for amendments to the Faculty Handbook is below:

1.7.1.4. c. College-wide Elections

“Nominations for a college position shall be made at a regular or called meeting of all full-time faculty members of the college”; this meeting can be either in-person, virtual or involve an e-mail call for nominations if the Elections Committee approves.

Rationale: This reflects best practice; it has been increasingly difficult to get sufficient faculty attendance at a face-to-face meeting.

“The election will be scheduled so that a minimum of five working days’ notice can be provided prior to balloting,” [see below]

1.7.1.4. d.

“All University-wide and College-wide elections shall be conducted no sooner than five working days after the meeting at which nominations were made.”

Rationale: delete “working,” since universal e-mail access and electronic voting now enable faculty to get notified sooner, and there is no need to prepare paper ballots and sign-in sheets.

“The Standing Elections Committee shall then generate the survey that shall be used by all eligible faculty members. Faculty are discouraged from using mass e-mail messaging to engage in commentary involving an election. Once voting has begun, faculty are prohibited from mass e-mailing or doing in-person electioneering of colleagues regarding the election.

Rationale: this is to remind faculty that these elections are not the appropriate venue for politicking; the second sentence is equivalent to prohibiting electioneering at polling places,

“In the event of a special election (fall or spring),” a faculty-wide or Senate-wide election must be called and held in time for representation to be continuous rather than lapse for one or more meetings. “For a vacant seat that is within a particular college . .

Rationale: there is no policy for a faculty-wide or Senate-wide special election, only one within a college or academic unit.

Budget and Academic Support Committee Jennifer Ballard-Kang

BASC will present a grants training workshop in April. Three members of the committee are working with the Ad Hoc Committee on Budget. A meeting will happen soon with a representative of Frankfort city government about opportunities for cooperation between the university and the city.

Other Business

There was none.

Adjournment

The meeting adjourned at 12:38 p.m.

Attendance

Senators

Phillip H Clay

Jennifer Ballard-Kang

Barbara Witty

Nkechi Amadife

Daniel D Collum

Gavin Washington

Kristopher R Grimes

Alexander Lai

Gary Stratton

Nancy Capriles

Mary Barr

Shawn Lucas

Bobby Walter

Fariba Bigdeli

Jens Hannemann

Changzheng Wang

Rozina Johnson

Nancy Capriles

Nancy Capriles

Fariba Kashan

Buddhi Gyawali

James Obielodan

Bruce Griffis

Rene Desborde

Guests

Leroy Hamilton, Jr.

Berkley N. King, Jr.

Mary Ellen Broaddus

Clifton Wise

Deena McGaughey-Summers

Herman walston

Samantha Todd
Margery Coulson-Clark
The SJ
Shannon Brogan
Keturah Nix
Debbra Tate
Crys Staley
Randy Nichols
LeChrista Finn
HK
Mara Merlino
Peter Smith
Randy Nichols
Sheila Stuckey
Charles Holloway
David Shabazz
Kirk Pomper
Dantrea Hampton
Maheteme Gebremedhin
Helen Smith

Rita Sharma
Eslam Omar
Lori Hicks
Joy Coles
Sharon McGee
Tierra Freeman-Taylor
TaKeia Anthony
Maia M Langley
Frederick A Williams Jr.
Jack Lee Wollman, Jr.
Helen Smith
Daryl Love
Michael Dailey
Richard R. Maiti
Ban
Jyotica Batra
Ken Andries
Clifton Wise
Elgie McFayden
Joy Coles