

Faculty Senate Meeting Minutes—October 6, 2015

Senators Present: Bart Ballard, April Conkey, Kathleen Rees, Xiaoliu Chi, Christine Fiestas, Barbara Cooke, Pamela Wright, Ryan Paul, Elizabeth Janzen, Richard Miller, Kendra Huff, Ruth Chatelain-Jardon, Don Jones, Daniel Burt, Melody Knight, Monica Wong-Ratcliff, Chonwei Xiao, Joseph Sai, Rajab Chaloo, David Ramirez, Amit Verma, Ryan Rhoades, Polly Allred, Valerie Bartelt, Patricia Huskin, Nestor Sherman, Lifford McLauchlan, Hong Zhou, Maria de Jesus Ayala-Schueneman

Senators Absent: Eliezer Louzada (2), Armando Ibanez (1), **Jon Baskin (3)**, Joachim Reinhuber (2), Ed Butterworth (3), Stan Hodges (3), Nuri Yilmazer (1), Bruce Marsh (2), **Yahia Al-Smadi (3)**, Jody Briones (3)

Attending: Dr. Heidi Anderson, Mr. Martin Brittain, Ruben Cantu, Abigail De La Mora, Dr. Natalya Delcoure, Dr. Alberto Ruiz

❖ **Quorum Call 3:30:**

➤ *Dr. Verma asked parliamentarian, Dr. Sherman, if there were enough members for a quorum. Dr. Sherman replied in the affirmative.*

❖ **Approval of Minutes from September 1, 2015 Senate Meeting:**

➤ *Dr. Verma asked for review and approval of the previous meeting's minutes, which had been emailed out to the senators.*

- Dr. Verma asked if there was a motion to approve the minutes. A motion by Dr. Melody Knight was made and seconded by Dr. Maria Ayala-Schueneman. The motion was approved unanimously.

❖ **Opening Comments by Senate President Amit Verma:**

➤ *Dr. Verma announced that the following week he would be attending the Texas Council of Faculty Senate conference.*

- He will be meeting with various university senate presidents.
- If any senators have questions they would like for him to bring up in the meetings, please let him know.

❖ **Presentation from New Provost:**

➤ *Dr. Heidi Anderson gave an introduction and presentation to the Faculty Senate.*

- Dr. Verma introduced the Faculty Senate to Dr. Anderson and stated that the Senate is a community that is eager to work together to achieve professional goals.
- Dr. Anderson thanked Dr. Verma for the introduction and having the pleasure of meeting Faculty Senate members during her interview process and thanked them for selecting her for the Provost position.
- Dr. Anderson discussed **shared governance**.
 - She is pleased to work together and wants to establish a close working relationship. She discussed the importance of a close relationship to bring about change. Dr. Anderson stated that when moving, the one book she knew to bring was a book from AAUP (American Association of University

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Professors) known as The Redbook. Dr. Anderson explained that she is going through two moves (one to Kingsville and another to her house once it is ready) and this is the one thing she is making sure to take which tell you her belief on shared governance. She stated, “You cannot get by without guidelines.” This book was published in 1915 by AAUP and has been translated and updated since then, helping to create a common voice about decision-making and guidelines.

- She discussed her experience at Auburn University and serving on the Faculty Senate there.
- She stated that the Faculty Senate is the first group to meet with—to listen to, to share with—and although they might not always agree, everyone leaves with a level of mutual respect.
- She stated that we all need to be partners to do best for the students and to use funds correctly. She stated that she takes this partnership seriously as we owe it to the student to make sure of this understanding.
- Dr. Anderson stated that she meets with Dr. Verma and the President weekly and asked that if more meetings are needed to let her know.
- She wants to hear the voice of the students but also the staff. She wants to learn the culture and get input and communication.
- **Ad Astra Task Force:** A taskforce is being formed chaired by Dr. Darin Hoskisson.
 - Individuals on that committee will be those for and against, and Dr. Anderson would also like input from Faculty Senate.
 - She uses the term “taskforce” because this work has a specific outcome.
 - Dr. Anderson stated that although Melissa Guajardo was asked to answer questions on Ad Astra at this meeting, she asked her not to come because of the creation of this taskforce, but a formal report will be presented to the Faculty Senate.
- **Faculty Handbook Concerns:** Dr. Anderson has been reviewing the Faculty Handbook and has initially focused on the Promotion and Tenure section.
 - There will be a taskforce created to address issues such as a stop tenure clock policy in cases such as maternity/family leave. She stated that this may have been overlooked and would like to hear input on what we would need for this university.
 - Also she noted there is currently no connection of scholarship of engagement immersed in promotion and tenure process. Dr. Anderson acknowledged that the university has faculty that participate in that type of activity. She stated that she plans to have meetings with college and departments to gain a full knowledge of their work.
- **Questions and Comments:**
 - Dr. Rajab Chaloo introduced himself and welcomed Dr. Anderson to campus.
 - Dr. Christine Fiestas also welcomed Dr. Anderson and stated that last year there were talks regarding the teaching workload. She stated that currently the workload is 4 courses for full time faculty and it was requested to reduce it to 3.
 - *Dr. Anderson stated there were no notes left by the previous Provost, but she will talk with Dr. Verma regarding the issue. She stated that*

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she isn't sure what the priorities are regarding this issue. It was also mentioned to reduce the load of lecturers from 5 courses to 4

- *Dr. Verma stated that the Executive Committee met with the President and Dr. Gardiner during the summer. He stated that the President is not against this but the suggestion was made that faculty would need to be more productive in research. Dr. Verma stated that the load of lecturers has been discussed and is an active discussion.*
- *Dr. Anderson stated that the President has not gotten this on a list and asked Abigail De La Mora to make a note of it.*
- *With no more questions, Dr. Verma thanked Dr. Anderson for her presentation.*

❖ **Report from Dr. Alberto Ruiz:**

➤ *Dr. Alberto Ruiz gave Faculty Senate an update on the College of Education and Human Performance.*

- Dr. Ruiz thanked Dr. Verma for the formal invitation to speak to the Faculty Senate.
- The College of Education and Human Performance has seen a 4% increase in enrolment during a time when no one wanted to be a teacher due to budget cut backs in education.
- Research in the college has improved as well as retention rates. Retention rates were at their worst levels at 44% but are now at 65%.
- Publications in the college have tripled.
- The proudest accomplishment is the Premont ISD Alliance. As some may know, Premont was on the verge of losing its school district and no other district wanted to take them. Premont received a 3-year reprieve and the university started the first partnership of this type in the nation. Dr. Ruiz acknowledged that his faculty was ready to help and none asked for release. He also stated that the college has received a grant for this and is working on a partnership with Brooks County.
- The College of Education and Human Performance and the College of Arts and Sciences have partnered and currently offer a master's online program and are coordinating a doctorate in STEM Education for fall or spring.
- The College of Education and Human Performance is the highest producing of online courses and faculty has grown because of this.
- The Exercise Pre-PT program has grown which 10-15 students in physical therapy school. Any student that goes through our program here does not "flunk out" of physical therapy school. In the past five to six years, three students have been awarded major of the year. We are the only regional school to have this. Last year IEP certification was at 57% and as of yesterday that rate was 76.5%.
- EC-6 Bilingual partnership with TSTC/STC in the valley has grown. It started with 35 students in Harlingen and has grown to 260 in the Valley. Two faculty members are currently located in that area to assist these cohorts. Although College Station is building that new campus in the Valley, this is not an issue for the College because they are not offering education programs there. The

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College has partnerships with other colleges and does have the 1st doctoral program in Bilingual Education in the nation.

- One of his biggest accomplishments as dean has been the improvement of the doctoral program in Educational Leadership with 90% of the dissertations being published.
 - With no questions asked, Dr. Verma thanked Dr. Ruiz for his presentation.

❖ **Report on Ad Astra – Ms. Melissa Guajardo:**

- *As stated in Dr. Anderson’s presentation, Ms. Guajardo will not be presenting on Ad Astra at the request of the Provost.*

❖ **Report by Dr. Natalya Delcoure:**

- *Dr. Natalya Delcoure gave Faculty Senate an update on the College of Business Administration.*

- Dr. Delcoure thanked Dr. Verma for the invitation and introduced herself to the Faculty Senate.
- Dr. Delcoure has been dean for 2 years in one of the smallest colleges on campus. The College of Business Administration currently has 28 full-time faculty. 40% of faculty have been hired during her tenure.
- The biggest challenge facing the college has been enrollment. The college has been working on getting quality education aligned with mission of increase enrollment and increase retention.
- Dr. Delcoure stated she is humbled by the work of faculty in the college. In 2013 the college had grown 13% and in 2014 there was a 10% growth. Advisors in the college are estimating 102 freshmen, which is a lot for this college. Retention rate has grown from 64.7% to 73.4% in Fall 2015.
- The College of Business Administration currently has 481 undergraduate and 88 graduate students. In Fall 2013, the college was barley breaking 400 students total.
- The college had lost its accreditation but did get it back and is in the process of getting a second accreditation. The college is confident it will happen but unsure when.
- Faculty publications have increase almost 90% in classified Tier I and Tier II journals. Six faculty members have served as editors or editorial board of journals. There has been a tremendous turn-around regarding publication.
- The college has made strides to become part of the community and student engagement. Student organizations in the College of Business Administration are very active with 60 students participating in internships and the college is delighted to work with them.
- The College of Business Administration is currently in the process of hiring a Marketing faculty member. There are currently 65 applicants for this position, which will be bringing high caliber faculty to our campus.
 - With no questions, Dr. Verma thanked Dr. Delcoure for her presentation.

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❖ Presentation on SECC Campaign – Ruben Cantu:

- *Ruben Cantu presented on this year's SECC Campaign as Ms. Monica Ramirez was unable to attend.*
 - Everyone should have already received their packets from their team captains in their department and/or college.
 - The goal is 40% participation. Last year, we had only 24% participation but this was due to issues with distributing of packets.
 - For those donating online please be sure to print out your contribution and give those to your team captain so they can keep track of department contributions.
 - Vice Presidents will dress up for Halloween and those that donate are able to vote on the costume they will wear. President's office has already met their goal of 100% contribution (only 4 employees).
 - We need 400 employees to contribute. We are not focusing on the money side, rather on getting individuals to participate and give.
 - Mr. Cantu mentioned the Texas A&M University-Kingsville Foundation as well as other local non-profit charities in the booklet would be happy to receive any donation.
 - With no questions, Dr. Verma thanked Mr. Cantu for his presentation.

❖ Report from Committees:

- *Dr. Verma asked for an update from the various committees' work.*
 - **Election Committee**—Dr. McLauchlan (Chair) reporting:
 - There are 4 positions currently needing elections with another coming up. Elections will be taking place next month.
 - **SRI Committee**—Dr. Janzen (Chair) reporting:
 - The committee has met twice.
 - A handout was distributed to the Senators with the update SRI copy on the front and the previously version from last May in the back.
 - ◆ There are some minor changes between the two with some rewording.
 - ◆ The committee tried to keep intact the previous version and to make it more flexible for required vs. elective, and big vs. small courses.
 - ◆ Item #5 referenced asking about the use of a free response section so that students can express positive and negative feedback. There was some concern that this is limited.
 - Dr. Janzen stated that the senate already approved Section 4 back on May 5 and it has been incorporated into suggested guidelines.
 - If there are any additional recommendations from the faculty, the committee can supplement their version in addition to.
 - The existing can be statistically analyzed.
 - Dr. Allred previously forwarded Dr. Janzen the concerns from the College of Arts and Sciences faculty regarding, for example, the use of “Frequently” when it comes to the meeting of faculty. Some felt

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nervous for their big classes. A number of faculty voiced concern of term “personal” in Question #1.

- Dr. Janzen stated that the committee was unable to have a student on the committee by she did show student in her class and they did comment that it was much easier to understand. They did however miss the faculty accessibility question.
 - Dr. Verma asked for a timeline on this.
 - Dr. Janzen stated she is thinking the committee will reconvene to discuss remaining concerns and opened the floor for any remaining questions to have them now addressed.
 - Dr. Verma asked that the committee keeps things simple and remember that the Faculty Senate has taken this task upon ourselves to produce one that we like to replace from the old version. The process must be completed or we are sending the wrong idea that the Senate is complaining without warrant. It was recommended that the current version be shared with faculty and be “blessed” by Student Government Association which would give it more weight. Dr. Verma stated that it is not going to be perfect but will be able to produce one that is good enough for everyone.
 - It was asked if section 4 was approved in previous meeting in May or was it tabled.
 - ◆ *Dr. Verma stated that there was some neglect of parliamentary procedure, which he stated was his fault. He stated that the committee was reporting on activity, but any previous motion/action was dead.*
 - Dr. Janzen asked if senators wanted to take to constituents and get this off the table by next meeting.
 - Dr. Polly Allred asked if we should do another round of suggestions
 - ◆ *Dr. Janzen stated that she felt it was not necessary as the senators had already done that and have already spent a lot of time on making revisions.*
 - Dr. Richard Miller suggested senators as representative of their faculty make input on changes and have them addressed now.
 - It was stated that there was an issue with the “and/or” questions. There is confusion as a faculty can get good response on one and not the other. Also there was an issue with the number of questions as most institutions have 11 and we currently have 6.
 - ◆ *Dr. Allred referred to Question 1 and stated rewording the section “instructor displayed interest in learning of student” and change professional instead of personal.*
 - ◆ *It was stated that the last two questions were problematic (Number 5 & 6) because of the “and/or “*
 - ◆ *It was suggested to remove the and/or but it was decided that it was a compromise but doesn’t solve the issue. It was requested that someone with significant survey background write the questions to ensure they are statistically viable. Dr. Richard Miller agreed to find someone.*

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- ◆ *There was question on the accessibility question and it was agreed that this question was skewed in the same direction*
- Dr. Verma asked if there were any more comments and said he would look to see what the right procedure is to put this item on the floor.

- **Committee on Committees**—Dr. Chatelain-Jardon (Chair) reporting:
 - The committee has filled in vacant spaces in Promotion/Tenure Appeals Committee. Dr. Chatelain-Jardon asked that all senators take a look at the website to ensure they are correct.

- **Resolution and By-laws Committee**—Dr. Huff (interim chair) reporting:
 - Dr. Huff stated that the committee had nothing to report.

- **Piper Award Committee**—Dr. Hong Zhou (Chair) reporting:
 - Dr. Zhou stated that the selection committee would send college representative information out by October 23rd. In early November the committee will meet to rank nominees. All nominees could be ranked by committee (smallest total wins). Dr. Zhou opened the floor for suggestions.
 - Dr. Zhou suggested a possible conflict of interest might be a committee member ranking a nominee from the same college. It was suggested by other senators that all members of the committee, according to established guidelines, should rank all nominees, and there would be no conflict of interest in ranking a nominee from the same college as the committee member. The sentiment of the senate is that if a committee member from the same college as the nominee recuses himself from the ranking of that nominee, that will unfairly skew the vote for the nominee, and the senate feels that committee members are capable of fairly and ethically adhering to committee guidelines in the ranking process.
 - Dr. Nestor Sherman recommended not ranking all nominees but rather working from a smaller group—essentially having a tiered ranking process.
 - Dr. Zhou stated they expect 15 to apply and anyone can apply.
 - Dr. Zhou thanked the senate for their suggestions on the process.

- **Annual Faculty Lecture Committee**—Dr. Reinhuber (Chair):
 - Dr. Reinhuber was not present at the meeting.

- **Administrator Evaluation Committee**—Dr. Chatelain-Jardon (Chair):
 - The committee will meet in the spring semester.

- **Faculty Count (Special Task Committee)**—Dr. Maria Ayala-Shueneman (Chair) reporting:
 - The committee is working from two different lists: one from the Provost Office and one from HR. This committee is still working on it currently and don't know yet who exactly is on the faculty list. The committee is

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considering contacting departments directly to establish a list of faculty eligible to serve/vote on faculty senate.

- Dr. Verma offered to help the committee.
- **Faculty Handbook Committee**—Dr. Ayala-Schueneman (Chair) reporting:
 - Dr. Ayala-Schueneman stated that they could not find the missing year.
 - There is a period of approximately one year, between when a faculty member submits work for promotion till they receive promotion, that is not accounted for, and seems not to be carried forward to count for review in subsequent promotion/tenure proceedings.
 - This committee will continue to examine this gap in policy and will submit a proposal for how to resolve it.
- **Undergraduate Program Review Committee**—Dr. Huff (Chair) reporting:
 - The committee had nothing to report.
- **Faculty Evaluation Committee**—Dr. Miller
 - There will be a report ready for the next meeting.
- **Title IX Working Group**—Dr. Huskin (Faculty Senate representative) reporting:
 - The committee has been in the process of conducting interviews of three candidates that came to campus, and she believes an offer has been extended.
 - Dr. Verma asked what the focus of the committee is and if it was only related to women. Dr. Huskin stated that there is a focus on women but it's really the safety of the general campus as sexual assault can occur to both genders.
 - The committee is currently working on how to publically send information on the Dear College letter and the A&M System response.
 - The committee is working on sending information on campus night out, bystander interventions and victim interventions.
- **Senior Faculty Reinvestment Program Committee**—Dr. Miller (Chair) reporting:
 - The committee is moving forward and received survey responses.
 - Item 1 was added because faculty members do not take sabbaticals due to not having money to look for visiting professors or adjunct.
 - The second item is funding to go to a workshop or teaching conference. Faculty members receive funding to present papers, not to attend and learn something.
 - The idea of a Distinguished Professorship in service, teaching and scholarship is also listed.
 - Two items were suggested but were out of scope of the committee: compression and summer pay cap removal, which both hurt senior faculty.
 - Formal recommendations will be submitted.
- **SB 11 Response Committee**—Dr. Ballard (Faculty Senate representative) reporting:

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- The committee just met last Wednesday. There is a template currently from system lawyers and the committee sent out feelers on where not to allow handguns.
- The committee will meet tomorrow.
- Dr. Tallant will be holding an open forum.
- Dr. Verma was asked to discuss this issue with other Faculty Senate Presidents at his upcoming conference.
- It was stated that the place needs to have a good justification, as the law is already set. Sporting events and labs that contain ether (due to the risk of combustion) have been listed.
- The next Senate meeting will have a formal presentation from the committee. Mr. Randy Hughes will bring a draft of the policy to the floor.

❖ **Old Business:**

- *Dr. Verma opened the floor for old business. Since committees had already given their updates, Dr. Verma moved forward to new business.*

❖ **New Business:**

- *Dr. Verma opened discussion on new business.*
 - Dr. Janzen brought up the issue of required office hours. It has been discussed briefly in Senate and is listed in the Handbook and Dr. Janzen wanted to know if there would be a change to reduce the required 10 hours. TAMUK is currently well above most in the A&M system. A&M Corpus is currently at 5.
 - It was stated by Dr. Verma that Dr. McLaughlin had discussed this with him a few years ago, and the Executive Committee did not consider this issue for further discussions.
 - It was asked what the motivation for the change is.
 - Dr. Janzen replied that the music department faculty spends much time on one-on-one private lessons in addition to course work. The faculty can't actually honor those 10 hours. Faculty members feel more responsible for 5 plus appointments per week.
 - It was suggested to use those one-on-one meetings as office hours but it was stated that those private lessons are teaching and they do receive credit for that--several lessons add to the equivalent of a class.
 - It was suggested the department chair and faculty need to discuss.
 - Dr. Verma stated he would meet with the chair to discuss the issue as the department has a different issue that not all departments have.
 - Dr. Verma brought up the new email signature block policy. An email policy has been circulating, as some are not sending professional-looking emails. The senate needs to have input on this policy.

- ❖ **Adjournment:** *With no further items, Dr. Verma adjourned the meeting at 5:17 p.m.*