

Faculty Senate Meeting Minutes – February 5, 2019

Senators Present: Polly Allred, Apurba Bhattacharya, Marion Blake, Rudolf Bohm, Ulan Dakeev, Chen, David Cutton, Horacio Duarte, Christine Fiestas, Manuel Flores, Karen Furgerson, Michelle Garcia, Jeffrey Glick, Brent Hedquist, Elizabeth Janzen, Dongnyoung Kim, Veronica Lopez, Tanner Machado, Brian Menaker, Craig Meyer, Patrick Mills, Christine Radcliff, Hans Schumann, Ari Sherris, Jack Shorter, Tushar Sinha, Haibin Su, Dazhi Sun, Amit Verma, Fulden Wissinger, Pamela Wright, Hong Zhou

Senators Absent: Ambrose Anoruo, Jieming Chen, LaVonne Fedynich, Joseph Jones, Larry Knight, Lana McDonnell, Marsha Sowell, Benjamin Turner, Nuri Yilmazer, William Worek

I. Call to Order and Quorum Call.

At 3:31 p.m. President Janzen asked the secretary, Christine Radcliff, if enough members were present for a quorum. Senator Radcliff replied in the affirmative.

II. Approval of Minutes from December 2018 Faculty Senate Meeting.

President Janzen asked for approval of the previous meeting minutes. Senator Allred motioned, Senator Glick seconded. Minutes were approved.

III. Presentations

a. President Mark Hussey

President Hussey officially announced to the Senate that TAMUK is now a Carnegie Classified Doctoral University with High Research Activity. He moved on to legislative news stating he would be heading back to Austin next week to testify, mentioning that institutions are slotted 3 min to speak in the Senate and 3-5 min in the House. He stated the House and Senate both have base bills at this time. The House bill funding is equal to what we received last session. Both bills currently have returned the Hold Harmless funds amount to 13.5 million. The Senate bill currently has a 10% special items reduction for the PhD program, KRIRM, and the Vet Tech program.

He also laid out his list of areas he is focusing on at this time. Priority is the State Legislature. On campus focuses include (in no particular order): budget, history of why processes and procedures are done the way they are done at TAMUK, encountered issues with processes in Workday and looking to make adjustments, out meeting all categories of University stakeholders, enrollment concerns, working with dept. of MARCOM to tell TAMUK's story as much as possible, and how disciplines and other Institutions define Scholarship and how those differences can be better portrayed in annual reviews/PT.

As far as all the documents that Senate has been waiting for action on, President Hussey has said that he has read the documents and he agrees with the concepts. He plans to talk about these with President Janzen this week and he will return to the Senate when decisions are final.

There were a few minutes of Q&A where he was asked about: running the AAUP survey (he is not opposed to it, but will talk to President Janzen about it); about revamping tools used for evaluation to replace the word research with scholarship (he is not familiar with TAMUK evaluations, will get with the Provost to get up to speed).

b. Provost Rasmussen

TAMUK is at an all-time high Fall-Spring retention rate at 89%. Only 8 students dropped for non-payment on the 12th class day. Students are staying, so Thank You faculty! We are also up over 100 international students.

IV. Report of Officers

a. Senate President Elizabeth Janzen

President Janzen reported that Dr. Goswami has put together a committee to look into an electronic platform for faculty reporting of their activities for easy, constant, and consistent access to faculty data (teaching and scholarly activities, service, research interests, etc.). Access to the data will be restricted, but will allow for a centralized, secure resource. The current processes for annual evaluations and tenure/promotion applications could be made simpler and more consistent with the help of such software. At the moment, the committee is considering looking at Interfolio, Digital Measures, and Sedona (which BUSA currently uses). Some of these programs have farther reaching options too, including some that assist in reporting to accrediting bodies. The committee consists of one representative from each Academic College, and one representative from Faculty Senate (Fulden Wissinger).

President Janzen reported on her meetings with the Provost and President. She did meet with the Provost only in December, but was able to meet with both administrators two weeks ago. The following topics were discussed, and will be discussed again in her meeting with them tomorrow (Feb 6th): GA Compensation [President Hussey was surprised at this information, and wanted Chemistry and Physics to be consulted also], Summer Salaries, Workload, Calendar (longer long terms), Shared Governance, Faculty Support (recruiting, travel funds, etc.).

Administrator evaluations should be sent out end of February/start of March. Additionally around the same time another survey will be sent out by the President and Provost about the best colleges to work in.

V. Old Business

- a. **Dead Week/Dead Day discussion** – President Janzen was unable to find any history on Dead Week. Senators agree that Dead Day (Thursday) is not an issue, but would like clarification for the preceding Monday-Wednesday. President Janzen created a task force to work with the Student Government Association. Task force consists of Senators Meyer (Chair), Wright and Flores.

VI. Standing Committee Reports

- a. **Resolution and By-laws/Handbook Committee** – no report
- b. **Committee on Committees** – no report
- c. **Election Committee**
 - i. Faculty numbers have been received from academic departments, apportionment should be ready this month.

VII. Special Item

a. Handbook Review and Vote

(See handout titled *Proposed Faculty Handbook Revisions*)

- Item 1 – Motion to approve Senator Verma, second Senator Garcia; motion passed unanimously
- Item 2 – Motion to approve Senator Verma, second Senator Machado; motion passed unanimously
- Item 3 – Motion to approve Senator Duarte, second Senator Meyer; motion passed with 1 abst.
- Item 4 – Motion to approve Senator Verma, second Senator Meyer; motion passed unanimously
- Item 5 – Motion to approve Senator Verma, second Senator Meyer; motion passed unanimously
- Item 6 – Motion to approve Senator Meyer, second Senator Verma; motion passed unanimously

President Janzen mentioned that the annual evaluation changes to article affect the appendix that was not updated. We will be trying to have those changes corrected by March or April, but may have to wait to be voted on until next year.

The FMLA Leave change, Karen Royal checked with System Legal and they say to leave wording as is and not add the word Maternity.

President Janzen also mentioned that there was a strong push from President Tallant and interest was expressed from faculty through the survey Senator Anoruo did previously, that the option to abstain be removed from Promotion & Tenure and Continuance votes. There was a short period of discussion, and it was decided that President Janzen would formulate wording for Senators to take back to their departments to determine how faculty feel about the option to abstain. The wording was sent out as follows:

“What is the assessment of faculty at TAMUK regarding the appropriateness and/or necessity of the option to abstain in Continuation and Tenure/Promotion committee votes at our university?”

VIII. Reports from Committees Reporting to the Senate

a. Administrator Evaluation Committee

- i. Results of the evaluation do not come back to the Senate. The timeline to run the survey should be Feb 18th – March 4th.

b. Annual Faculty Lecture Committee

- i. Call for nominations was sent to Chairs Jan 23rd. Deadline to nominate is February 21st. Send nominations to Steve Bain. Materials from nominees will be due March 7. Decision will be made by March 20th, and announced in April.

c. Piper Award Committee

- i. Deadline was missed for this year. Dr. Goswami and President Janzen are working to revamp the procedure to have nominations due the Spring before the deadline.

d. Faculty Evaluation Committee – no report

e. University Appeals Committee – no report

f. **Faculty Benefits Committee**

- i. Committee is in the process of forming. The College of Arts & Sciences and College of Business currently are represented, waiting for names from the Colleges of Ag, Education, and Engineering.

IX. Task Force Reports

- a. **Online Elections** – Narrowing down which software to use, will run a fake vote inside the current Senate in March as a test.
- b. **Shared Governance** – Waiting for word from President Hussey and President Janzen to proceed with the survey.

X. New Business

- a. **Formation of a Policy Revision Committee** – Senator Allred introduced the following motion to create a Policy Revision Committee:

Motion to create a “Policy Revision Committee,” a university-wide committee reporting to the senate, which will work with the Office of the Vice President of Academic Affairs on editing, updating and reviewing campus policies.

POLICY REVISION COMMITTEE

Chaired by: Appointed by Faculty Senate President

Membership: Membership consists of one representative from each academic college and the Library appointed by the Faculty Senate President.

Function: To work with the Office of the Vice President of Academic Affairs on University Rules and Policies that require writing, revising or updating. The committee is charged with reviewing these documents, making recommendations to the Office of the Vice President of Academic Affairs, and reporting concerns and recommendations to the Faculty Senate in a timely manner.

President Janzen mentioned that this committee is needed because there are numerous times where Senate input is asked for regarding document revisions/updates for campus policies. One of the first things this committee would be tasked with is working on the Stopping the Tenure Clock document. Motioned by Senator Allred, seconded by Senator Sinha.

There was an amendment to the motion to read

*Motion to create a “Policy Revision Committee,” a university-wide committee reporting to the senate, which will work with the Office of the Vice President of Academic Affairs on editing, updating, reviewing, **and publishing** campus policies.*

The amendment to the motion was approved with 1 abstention.

The motion was approved with 1 abstention.

- b. **Travel compensation for Dual Enrollment (Senator Knight)** – Skipped, Senator Knight was not in attendance.

- c. **Academic Calendar: Student's Rights for Religious Observance (Senator Sherris)** – *(See handout titled Greater Transparency of Student Rights to Religious Observance)*

Senator Sherris motioned to have this statement be placed at the top of each TAMUK academic calendar. Motion seconded by Senator Duarte. Discussion included verifying if a statement like this already exists on the academic calendars. Senator Fiestas mentioned that the Provost had asked that this statement be added to all class syllabi. It was verified that a similar statement does exist in section H.3.I in the Faculty Handbook, and there is a link to the similar statement in section 16.1 of the Student Handbook. Quorum was lost at 5:05pm.

It was suggested to bring this to the Student Government Association to then take it as a joint recommendation to the Provost. Senator Sherris agreed, and he will take it to SGA.

- XI. **Announcements** – none
- XII. **Good of the Senate** (Informal discussion period)
- XIII. **Adjournment** – At 5:09pm President Janzen informally adjourned the meeting.

Respectfully Submitted,
Christine Radcliff
Faculty Senate Secretary, 2018-2019