

Faculty Senate Meeting Minutes – March 3, 2020

Senators Present: Matthew Alexander, Ambrose Anoruo, Rudolf Bohm, Lucy Camacho, Jieming Chen, David Cutton, Manuel Flores, Michelle Garcia, Maribel Gonzalez-Garcia, James Glusing, Simona Hodis, Michael Houf, Ya-Wen Liang, Steven Lukefahr, Lifford McLauchlan, Craig A. Meyer, Richard Miller, Patrick Mills, Ryan Paul, Larry Peel, Humberto Perotto, Chika Rosenbaum, Alex Sanchez-Behar, Hans Schumann, Hui Shen, Ari Sherris, Amber Shipherd, Jennifer Sholtis, Jack Shorter, Harmeet Singh, Marsha Sowell, Haibin Su, Ramiro Torres, Benjamin Turner, Maria Velez-Hernandez, Subbarao Yelisetti,

Senators Absent: Bruce Marsh, Jesse Orth, Christine Radcliff, Teresa Young

Call to Order and Quorum Call.

At 3:36 p.m. President Anoruo asked the parliamentarian, Michelle Garcia, if enough members were present for a quorum. Senator Garcia replied in the affirmative.

I. **Approval of Minutes from February 2020 Faculty Senate Meeting.**

President Anoruo asked for approval of the previous meeting minutes. Senator Meyer motioned, Senator Schumann seconded. Minutes were approved.

II. **Presentations**

- a. **No presentations were made**

III. **Report of Officers**

- a. **Compliance Committee report** (*see handout*)

- b. **Provost Search Committee report**

- i. The committee reviewed a substantial number of candidates and narrowed the list down to 16 candidates for airport interviews March 2-3rd.

- c. **Texas Council of Faculty Senates – Senator Sherris**

- i. Talked about putting together a pool of lawyers with experience defending faculty of higher education in Texas

- ii. Institutional support for faculty senate (*see handout*)

- iii. Evening lecture given by Harrison Keller, the Texas Higher Education Commissioner. Senator Sherris reported that Keller seems to be more liberal than his predecessor in terms of supporting PhD programs at regional universities in Texas.

- d. **Senate President Anoruo**

- i. **Summary of annual evaluation of faculty**
(*see handouts 5 box, 3 box no statement*)

The revision of [TAMU System Policy 12.06](#) *Post-tenure review of faculty and teaching effectiveness* approved by the TAMU System Board of Regents on February 6, 2020 caused a lot of problems and concern on campus. This change contributed to a revision of the [annual evaluation of faculty forms](#) maintained by the Office of Academic Affairs. The first change is the addition of check boxes indicating Does not meet expectations, Meets expectations, and Exceeds expectations to each category on the weights and scores page of the annual evaluation of faculty form.

The second change was the addition of the following statement at the bottom of the form

A post-tenure review plan is mandatory for tenured faculty members receiving a rating below Meets Expectations in any one of the following areas: Teaching Effectiveness; Research, Creative Activities and other Scholarly Endeavors; or Service. Specifically, the implementation of a written short-term development plan for the faculty member is required, as well as performance benchmarks to aid in returning to satisfactory performance.

The Annual Faculty Evaluation committee that reports to the Senate had an emergency meeting inviting Senate President Anouro and President Hussey to discuss the document and the additional statement. After committee discussion, President Hussey agreed to remove the additional statement from the form for the current evaluation cycle.

Q: Senator Miller asked for clarification of objections raised.

A: the statement puts tenured faculty in post-tenure review every year. See [Faculty Handbook](#) page 21, section 2.3 for clarification.

Senator Schumann commented: 85% of the way there by getting rid of the paragraph. Still there is a problem – first paragraph that references system policy 12.06 is still inconsistent with the past practice and in the current faculty handbook. We need to make sure if the policy is talked about and stands, it only stands with faculty brought on board after 2/6/2020 and everyone else is grandfathered in (i.e., functioning under earlier rulings). It is not consistent with terms of employment now. Policy 12.06 cannot supersede previous employment agreements.

Senator Sherris commented that Senators who begin their 2 years on April 7th will need to be educated quickly on the issues President Anoruo has raised. The only faculty senate approved annual evaluation form is in the faculty handbook.

Senator Garcia read and clarified current policy 12.06. Nothing in the policy says we need a post-tenure review plan. The policy has the last sentence of the paragraph.

Q: Senator Velez-Hernandez asked for clarification of the difference between annual review and post-tenure review.

A: Clarified annual is yearly, post-tenure is every 5 years. This is the problem; we have this in the wrong place.

President Anoruo clarified 3 boxes are on the annual review now as well. Merit pay has to meet expectations (we do not do it). So this has to apply to every faculty member so when merit pay comes up there is paperwork to issue/deny merit pay.

Q: Senator Perotto asked if post tenure review must occur 1-6 years, missing clarity for if this can be used annually. Also doesn't say – you do a small plan. What happens if you don't meet the plan?

A: Clarified – Understanding is that it is implied that termination discussions begin if not meeting improvement plan.

Senator Sherris said we must ask when the changes in the annual evaluation form were brought to the deans and why we were not informed at that time? How is the discussion of changes without our participation shared governance? This has to be brought up with the Provost.

Senator Bohm stated his concern that this is attaching tenure as bookends at the front and end of the annual review. Why is this hidden? Isn't this an issue to be decided by faculty rather than administration?

There were general concerns raised that some department Chairs have already submitted reports using the changed form. Everything is complete in some areas, so we do not know how this will be handled. When it comes back to you (this semester) it will be the new document.

ii. **TAMUK Faculty Senate 2020 Distinguished Faculty Award.** (see handout)
The nomination form was sent to all current faculty senators. Please send all nomination forms to Senator Radcliff by March 27th.

iii. **TAMU System Employee Benefit Committee**
TAMUK Human Resources Director Henry Burgos was appointed to this committee. It has been a while since TAMUK has had a representative on this committee.

iv. **Adjudication of tickets to faculty members on campus**
Per [TAMUK Parking & Traffic Regulations](#) Appeals Procedures (pg. 7-8)

Applies only to Texas A&M University-Kingsville citations.

a. Appeals must be made online at the Parking Spot on the Texas A&M University website, JNET (<https://jnet.tamuk.edu/cp/home/displaylogin>), Campus Resources, within fourteen (14) calendar days from date of issuance. Banner identification (K- number) will be required for the appeal process. For more information call Page 8 of 15 the Dean of Students Office at 361-593-3606. Notification of a hearing date will be issued to an individual via email. It is the individual's responsibility to ensure that a hearing date has been assigned, by contacting the Appeals Committee.

1. Appear before the Citation Appeals Committee at the date/time/location the case is scheduled for hearing. Failure to appear may result in the appeal being denied.

2. Students may appeal citations after the fourteen (14) calendar days have elapsed with the consent of the Dean of Students office, additional fees are imposed for late appeals.

b. The appeals decision will be posted at the Parking Spot on the Texas A&M University website, JNET (<https://jnet.tamuk.edu/cp/home/displaylogin>), Campus Resources or through the University Business Office. For more information, call 361-593-3606.

1. An email will be sent to the email address provided informing the appellant of the disposition of their case.

2. If the appeal is denied, the fees must be paid within fourteen (14) calendar days from the date of the email notification informing the appellant of the ruling. A late fee of \$20.00 will be assessed if not paid within the timeline given.

Faculty concern is that wind, rain, etc. may mean that you do not even know that you have a ticket. Time passes until it is too late to do anything (appeal, pay without penalty, etc.). No matter what, you have to pay – cannot find out what faculty serves on the board. They will not release the names and the board is dissolved after email. A new board will have to be formed – bringing it up for new senate to place someone on the board. There has to be some way to give additional notification that a citation was issued instead of just the paper citation on the vehicle.

Senator Schumann commented that students' prices are more and the run-around is worse. We need to improve this situation for faculty as well as students, staff, etc.

v. **Faculty pay for travel**

Faculty members who drive to teach at satellite stations do not get paid mileage because they are not driving from Kingsville. Senator Sherris may have to deal with this as there is little information – not sure; haven't seen a policy on this.

Senator Sherris commented that concerns have been raised about policy that has not been written down and discussed in forums where shared governance plays a role. He hopes developing and clarifying policy will be an important focus for the coming year for the resolutions and bylaws committee and for an ad-hoc newly appointed committee on shared governance that will write a white paper on the topic specific to our needs at TAMUK.

vi. **[System Policy 32.01.01](#) - Employee Complaint and Appeal Procedures for Faculty Members**

This policy was revised on February 20, 2020 and President Anoruo just wanted to bring it to everyone's attention.

IV. Old Business

a. Action Plan for 2019-2020 Taskforce Reports

i. **Base pay raise / Faculty salary - Senator Sherris**
(see handout Faculty Salary Request)

Senator Sherris prefaced his remarks on faculty salary by stating he attended the recent IEP presentations where each presenter had a wish list of what to be funded. Senator Sherris does not recall anyone supporting the adjustment of faculty salaries so that they would be commensurate with data in databases such as [CUPA](#). He feels that this suggests that the Senate's work on salary is even more important, as the senate seems to be the only body looking out for our salaries.

The ad-hoc committee on faculty salary put into words the faculty salary request to put ourselves on the agenda. Senator Sherris would like the Faculty Senate to vote on the document as one idea versus splitting hairs.

Senator Schumann suggests “x%” because it will be less limiting than only 2%. Believes President understands issues. Allows 1.8% (in case that’s all that can be afforded) or 2.4% (because that’s allowed)

Senator Flores – Agrees that we need to send a message that the faculty needs to be on the agenda and part of the University.

Senator Sanchez-Behar suggests removing “immediately followed by” with “and” in Proposal #1.

Senator McLauchlan seeks clarification: Is the median national or is it locally/campus?

1. Add “in the CUPA data, or similar database” to where it says median.

President Anoruo tabled discussion until emergency EC meeting and then an electronic vote for approval with 2/3 vote to give to Hussey before required budget deadline.

- ii. **Summer Pay – Senator Garcia**
President Hussey has not given us a proposed plan, at EC meeting he said they are closer. We will have information by April 1.
- iii. **Faculty Overload Pay**
The committee has not met but has called for a meeting.
- iv. **Improve IT Infrastructure and Capability**
No Report.
- v. **Shared Governance**
No Report
- vi. **Workload Input / Lecturer Course Load**
See handout
- vii. **Diversity, Equity and Inclusion at TAMUK**
No Report

V. Standing Committee Reports

- a. **Committee on Committees**
Senator Cutton thanked everyone for their service.
- b. **Election Committee**
The following faculty members have been elected for 2020-2022
Agriculture, Agribusiness and Environmental Sciences – Alinna Umphres

Animal Science and Veterinary Technology – Tanner Machado
Art, Communications and Theatre – Nick J. Sciallo
Music – Kyle Milsap
Physics and Geosciences – Hisham Al-Bataineh
Accounting and Finance – William Procasky
Management, Marketing and Information Systems – Kathleen Rees
Health and Kinesiology – Robert Kowalsky
Teacher and Bilingual Education – Patricia Huskin
Civil and Architectural Engineering – Hui Shen
Electrical Engineering and Computer Science – Mais Nijim
Industrial Management and Technology – Velda Soydas
Library – Christine Radcliff

**Mechanical and Industrial Engineering did not turn their ballots in on time, so, they will have to be counted another day.

We are ready to move forward with the At-Large elections for the following Colleges: Arts & Sciences, Business Administration, Education & Human Performance.

Deans were emailed Wednesday February 26th informing them they need to hold an election, with a ballot due date of Friday March 20th.

c. Resolution and By-laws/Handbook Committee – Senator Bohm
(see handout)

The Religious Holy Days document was read. This needs to be voted on twice. The new wording is aligned with Texas education law and A&M system policy. Student should notify faculty as soon as possible when these situations occur.

Senator Schumann moved, Senator Sherris seconded. The motion was passed with 2 abstentions. The motion will come up to a second vote in the April 7th Faculty Senate Meeting.

VI. Reports from Committees Reporting to the Senate

a. Administrator Evaluation Committee

Senator Radcliff emailed OIR Tuesday February 18th to see what needs to be done to get the ball rolling to have the survey distributed March 4-18. She has received no response from OIR at this time.

b. Annual Faculty Lecture Committee – No Report

c. Faculty Benefits Committee – No Report

d. Faculty Evaluation Committee

No additional report than what was discussed by President Anoruo

e. Piper Award Committee – Senator Sanchez-Behar

The deadline for nominations was February 28th; notifications have been sent out and paperwork will be due March 23.

f. Policy Revision Committee – No Report

g. Handbook Committee Taskforce – No Report.

VII. New Business

No New business

VIII. Announcements

a. Senator Radcliff

- i. Please look over the shipping of infectious substances/dangerous goods handout

IX. Adjournment – At 5:02pm a motion to adjourn was made by Senator Meyer and seconded by Senator Shipherd, motion was passed.

Respectfully Submitted,

Christine Radcliff

Faculty Senate Secretary, 2019-2020

Compliance Committee meeting, February 17, 2020

1. The following information was contained in the Spring 2020 [Title IX newsletter](#)

[System Regulation 08.01.01, Civil Rights Compliance](#) was updated as of January 2, 2020 to reflect new law, described in Texas Senate Bill 212 and House Bill 1735. Some of the changes that may be of interest include:

- an update to the sexual harassment definition which can be found in the [TAMUK student handbook](#) (page 67)
 - a requirement that employees who fail to inform the Office of Compliance and Risk Management about incidents of alleged or suspected discrimination that they experience, observe, or are made aware of during the course and scope of their employment be subject to disciplinary action, **including dismissal**. Note: Employees do not have to report an incident in which they are a victim of sexual harassment, sexual assault, dating violence, or stalking, an incident disclosed during a sexual misconduct public awareness event sponsored; or by a student organization affiliated with TAMUK.; and
 - the amnesty policy protecting students who, in good faith, report being a victim of or witness to sexual harassment, sexual assault, dating violence, or stalking from disciplinary action for violations of the student code of conduct that occurred at or near the time of the incident has been extended to employees. Amnesty is not available if the code of conduct violation is punishable by suspension, expulsion, or dismissal from the university.
2. Please make sure that your department Business Continuity Plan is up to date.
3. HR is now requiring that student workers go through Restricted Party Screening (RPS) prior to hire.

Excerpted from uncorrected notes.

Brian L. Evans, The University of Texas Austin
 Feb. 21-22, 2020, Texas Council of Faculty Senates Meeting in Austin, Texas

Institutional Support for Faculty Councils/Senates

To help the Chair execute their extensive, wide-ranging responsibilities to both internal and external constituencies, the position of Chair should receive significant institutional support. We surveyed our committee members as to the level of support. Having dedicated full-time staff is critical for retaining institutional memory because the Faculty Council Chair or Academic Senate President typically serves a one-year term and a year previously to that as Chair Elect.

UT campus	Faculty Council/Senate		Chair Support	
	Recurring budget	Staff members	Course relief	Discretionary funds
Angelo State	\$1000+TCFS fee	0.0 FTE	2 courses	\$0
Lamar Beaumont	\$7000-\$10000	0.0 FTE	2 courses	\$0
Sam Houston	\$5100	0.0 FTE	2 courses + 2 chair elect	\$0
Sul Ross Alpine	\$7200	0.0 FTE	2 courses	\$0 no space
Sul Ross Rio	\$1500	0.0 FTE	0 courses	\$0 no space
Tarleton	\$0	0.0 FTE	2 courses	\$0 no space
Texas A&M CS	\$30k	1.0 FTE	0 courses	\$10k
Texas Corpus Christi	\$6769 (includes travel for Chair twice a year)	0.5 FTE	4 courses + summer	+ shared space
Texas A&M Kingsville	\$2303	0.1 FTE	2 courses	\$0 + no space
Texas A&M San Antonio	\$9000	0.0 FTE	2 courses	\$0 + no space
Texas International	\$2000	0.0 FTE	1 course + 1 secretary	\$0 + no space
Texas Woman's	\$30000+\$20000 travel	1.0 FTE	2 courses	Space + student worker
Univ. Houston	\$30,000	2.0 FTE + 1 work study	4 courses + 2 chair elect	1 month + \$5k chair-elect + office space
Univ. Houston Clear Lake	unknown	0.0 FTE	2 courses + 1 course for three comm chairs	\$0k + space
Univ. Houston Downtown	\$10k	1.0 FTE	4 courses + 2 courses chair	\$0k

Excerpted from uncorrected notes.

			elect + 1 course sec	
UNT	\$6k	1.0 FTE + grad asst.	0 courses	\$3k + space
UNT Dallas	\$5k	0.0 FTE	0 course	\$0k
North Texas HSC	\$10k for faculty awards + travel	3.0 FTE	10% release	\$0k + space
UT Arlington	Yes (\$3k)	0.5 FTE	2 courses	10% 9mo
UT Austin	Yes (\$5k)	2.5 FTE	2 courses	\$15k
UT Dallas	Travel + dues	0.3 FTE	None	\$30k **
UT El Paso	Yes (food/copies)	Part-time student	1 course	None
UT Perm. Basin	No	No	None ##	None
UT RGV	Yes (food/travel)	0.5 FTE	2 courses	None + space
UT San Antonio	Yes	0.25 FTE	1 course	1 mo. summer
UT Tyler	\$10k	0.3 FTE	2 courses	None
West Texas A&M	Food + travel	0.0 FTE	2 courses	\$0k

** UT Dallas provides \$30k in discretionary funds to support the service of the faculty members who serve as a Chair, two co-Chairs and the Faculty Secretary. Also, chairs of high-workload committees receive discretionary funds to support their service.

Although there is no guaranteed course relief for the President of the Faculty Senate at UT Permian Basin, the President received two courses of teaching relief in 2018-2019.

DRAFT

TEXAS A&M UNIVERSITY-KINGSVILLE
SUMMARY OF ANNUAL EVALUATION OF FACULTY

SPRING _____ Through FALL _____

Name:	Dept.:	Chair:
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Specific parameters for each of the evaluation sections II, III, and IV are to be determined at the college level, subject to approval by the Faculty Senate and President, and consistent with TAMU-K. Tenured Faculty Development Review Policy, System Policy 12.06.

	Rating (1-7)	Weight	Score (0-100%)
I. TEACHING PERFORMANCE (See Appendix III, Faculty Handbook)	_____ X _____		= _____

Does Not Meet Expectations	Partially Meets Expectations	Meets Expectations	Exceeds Expectations	Significantly Exceeds Expectations
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

II. RESEARCH AND SCHOLARLY ACTIVITIES Involvement in the scholarship of discovery or application (research) or teaching or integration (scholarly activities) (See Appendix II, Faculty Handbook)	_____ X _____	= _____
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Does Not Meet Expectations	Partially Meets Expectations	Meets Expectations	Exceeds Expectations	Significantly Exceeds Expectations
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

III. PROFESSIONAL GROWTH AND ACTIVITIES Membership in professional organizations, attendance at professional meetings, professional consulting and lectures, professional service, continuing professional education	_____ X _____	= _____
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Does Not Meet Expectations	Partially Meets Expectations	Meets Expectations	Exceeds Expectations	Significantly Exceeds Expectations
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

IV. SERVICE Committee service, recruitment, advisement, degree planning, acquisition or development of facilities and equipment, program and curriculum development, attendance and support for general university functions, other service. Cooperates with colleagues, engages in professional conduct, and displays ethical behavior.	_____ X _____	= _____
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Does Not Meet Expectations	Partially Meets Expectations	Meets Expectations	Exceeds Expectations	Significantly Exceeds Expectations
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Total of Weights and Scores (weights must total 100%) _____ = _____

Signature of the faculty member indicates that a discussion, between the faculty members and the supervisor, regarding the Annual Evaluation has been conducted.

Chairperson's Signature _____ Date _____

Faculty Member's Signature _____ Date _____

Dean's Signature _____ Date _____

A post-tenure review plan is mandatory for tenured faculty members receiving a rating below Meets Expectations in any one of the following areas: Teaching Effectiveness; Research, Creative Activities and other Scholarly Endeavors; or Service. Specifically, the implementation of a written short-term development plan for the faculty member is required, as well as performance benchmarks to aid in returning to satisfactory performance.

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	_____ X _____		= _____
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Does Not Meet Expectations	Meets Expectations	Exceeds Expectations

	_____ X _____		= _____
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	_____ X _____		= _____
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Chairperson's Signature _____ Date _____

Faculty Member's Signature _____ Date _____

Dean's Signature _____ Date _____

***TAMUK FACULTY SENATE
2020 DISTINGUISHED SERVICE AWARD***

This annual award to a past or current *TAMUK Faculty Senator* recognizes an exceptional commitment to the Honor, Integrity, Importance, and Seriousness of Serving as a TAMUK Faculty Senator

NOMINATION FORM: 2020 Faculty Senate Distinguished Service Award

**Please return/mail nomination to Faculty Senate Secretary Christine Radcliff at:
christine.radcliff@tamuk.edu (DEADLINE: March 27, 2020)**

Date: _____

NOMINEE (Past or Current TAMUK Faculty Senator):

Nominated by an Outgoing, Continuing or Incoming Faculty Senator:

Nomination Seconded by an Outgoing, Continuing, or Incoming Faculty Senator:

Please provide a brief statement below in support of your nomination:

Selection of the recipient of the Senate Distinguished Service Award will be made after the March Executive Committee meeting by the outgoing Senate Executive Committee and announced at the first Senate meeting in the Fall.

FACULTY SALARY REQUEST in order of priorities

(TO BE VOTED ON as **one prioritized list** where proposal #1 is our first priority)

PROPOSAL #1: COMPREHENSIVE EQUITY PLUS PLAN

- In the next budget, a base-salary merit raise to faculty below the median according to rank and discipline, immediately followed by a 2% base-salary merit raise across all ranked faculty.
- Every two years, base-salary merit raise to faculty below the median according to rank and discipline, immediately followed by a 2% base-salary merit raise across all ranked faculty.

PROPOSAL #2: EQUITY FIRST PLAN

- In the next budget, a base-salary merit raise to faculty below the median according to rank and discipline.
- One year later, a 2% base-salary merit raise across all ranked faculty.
- The above 2-year cycle continues.

PROPOSAL #3: RAISE FIRST PLAN

- In the next budget, a 2% base-salary merit raise across all ranked faculty.
- One year later, a base-salary merit raise to faculty below the median according to rank and discipline.
- The above 2-year cycle continues.

Workload Task Force Recommendations

1. Handbook committee clarifies faculty workload in the faculty handbook. Suggested wording based on the current situation at TAMUK:

The standard assignment for all full-time tenure/tenure-track faculty includes a Scholarship and Service Load. This is equivalent to a total 15 semester credit hours per semester, including 12 hours of teaching credit and 3 hours of scholarship and service credit, or 80% teaching and 20% scholarship and service.

The standard assignment for all full-time non-tenure track faculty is equivalent to a total of 15 semester credit hours per semester, including 15 hours of teaching credit. Non-tenure track faculty are also expected to participate in University service.

2. Task force is designed (or policy revision committee) to review and determine fair credit hours for various situations for recommendation of adoption into TAMUK policy. (e.g., large classes, internships/field based learning, low-enrollments, writing intensive courses, etc.)
3. Task force is designed to review the current situation for tenure-track (the '4-4' load of 80%) and non-tenure track (the '5-5' load of 100%) faculty.
 - President Hussey is not opposed to a 3-3 workload for tenure-track faculty, but this will change the current 80% teaching and 20% scholarship/service to 60% teaching and 40% scholarship/service. Logistics of this change are already being discussed but faculty need a voice in the discussion.
 - Non-tenure track faculty need to be moved to a 4-4 workload to account for the service expectation. This should also be a part of the discussion on workload as we move forward.

This is the correct file for the Faculty Senate; please disregard the earlier one sent to Senators.

Voting on this:

H.3 Student Absences

H.3.1 Student Absences on Religious Holy Days Under Texas Education Code, §51.911, all institutions of higher education shall excuse a student from attending classes or other required activities, including examinations, for the observance of a religious holy day, including travel for that purpose. A student whose absence is excused under this subsection may not be penalized for that absence and shall be allowed to take an examination or complete an assignment from which the student is excused within a reasonable time after the absences.

[https://texreg.sos.state.tx.us/public/readtac\\$ext.TacPage?sl=R&app=9&p_dir=&p_rloc=&p_tloc=&p_ploc=&pg=1&p_tac=&ti=19&pt=1&ch=4&rl=4](https://texreg.sos.state.tx.us/public/readtac$ext.TacPage?sl=R&app=9&p_dir=&p_rloc=&p_tloc=&p_ploc=&pg=1&p_tac=&ti=19&pt=1&ch=4&rl=4)

The student should notify each faculty member of this proposed absence as early in the semester as possible.

To Replace this:

H.3 Student Absences

H.3.1 Student Absences on Religious Holy Days A student who is absent from classes to observe a religious holy day will be allowed to take an examination or complete an assignment scheduled for that day within a reasonable time before or after the absence. The student should notify each faculty member of this proposed absence as early in the semester as possible.

The instructor may appropriately respond if the student fails to satisfactorily complete the assignment or examination within a reasonable time after the absence.

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[https://texreg.sos.state.tx.us/public/readtac\\$ext.TacPage?sl=R&app=9&p_dir=&p_rloc=&p_tloc=&p_ploc=&pg=1&p_tac=&ti=19&pt=1&ch=4&rl=4](https://texreg.sos.state.tx.us/public/readtac$ext.TacPage?sl=R&app=9&p_dir=&p_rloc=&p_tloc=&p_ploc=&pg=1&p_tac=&ti=19&pt=1&ch=4&rl=4)

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The instructor may appropriately respond if the student fails to satisfactorily complete the assignment or examination within a reasonable time after the absence.

This is the correct file for the Faculty Senate; please disregard the earlier one sent to Senators.

Voting on this:

H.3 Student Absences

H.3.1 Student Absences on Religious Holy Days Under Texas Education Code, §51.911, all institutions of higher education shall excuse a student from attending classes or other required activities, including examinations, for the observance of a religious holy day, including travel for that purpose. A student whose absence is excused under this subsection may not be penalized for that absence and shall be allowed to take an examination or complete an assignment from which the student is excused within a reasonable time after the absences.

[https://texreg.sos.state.tx.us/public/readtac\\$ext.TacPage?sl=R&app=9&p_dir=&p_rloc=&p_tloc=&p_ploc=&pg=1&p_tac=&ti=19&pt=1&ch=4&rl=4](https://texreg.sos.state.tx.us/public/readtac$ext.TacPage?sl=R&app=9&p_dir=&p_rloc=&p_tloc=&p_ploc=&pg=1&p_tac=&ti=19&pt=1&ch=4&rl=4)

The student should notify each faculty member of this proposed absence as early in the semester as possible.

To Replace this:

H.3 Student Absences

H.3.1 Student Absences on Religious Holy Days A student who is absent from classes to observe a religious holy day will be allowed to take an examination or complete an assignment scheduled for that day within a reasonable time before or after the absence. The student should notify each faculty member of this proposed absence as early in the semester as possible.

The instructor may appropriately respond if the student fails to satisfactorily complete the assignment or examination within a reasonable time after the absence.

The more we know.

In the past, I have questioned the shipping methods discussed during our research protocol review. I felt I was not knowledgeable enough in this area so I attended training for transporting Infectious Substances/Dangerous Goods and have conducted some additional research following the training.

Infectious Substances are substances known or reasonably expected to contain pathogens. Pathogens are defined as micro-organisms (including bacteria, viruses, parasites, fungi, etc) which can cause disease in humans or animals and have special shipping requirements.

Although, Infectious Substances/Dangerous Goods are divided into eight categories those that concern us the most in a research setting are Category A, Category B, Biological Products, Genetically modified Micro-organisms and Organisms, and Infected Animals.

Category A – an infectious substance that can cause permanent disability or life-threatening or fatal disease in healthy humans or animals when one is exposed. An exposure occurs when an infectious substance is released outside of its protective packaging, resulting in physical contact with humans or animals. Classification must be based on the known medical history or symptoms of the source patient or animal, endemic local conditions, or professional judgment concerning the individual circumstances of the source human or animal.

Category B – an infectious substance that is not in a form generally capable of causing permanent disability or a life-threatening or fatal disease in otherwise healthy humans or animals when exposure occurs.

Biological Products – biological products are classified into one of the following two groups:

- Those which are manufactured and packaged in accordance with the requirements of appropriate national authorities and transported for the purpose of final packaging or distribution, and use for personal health care by medical professionals or individuals. Substances in this group are not subject to these regulations. Vaccines would be included in this group.
- Those which are not considered part of the above group and are known or reasonably believed to contain infectious substances. These materials must be shipped as either Category A or Category B as described above.

Genetically Modified Micro-organisms and Organisms – a micro-organism or organism genetic material has been purposely altered through genetic engineering in a way that does not occur naturally is a Genetically Modified Micro-organism or Organism. These materials are classified as Class 9 – Miscellaneous Dangerous Goods. **(Dry Ice also falls in this category).**

Infected Animals – live animals that are intentionally infected must not be transported by air. Deceased animals may be assigned Category A or Category B.

As we move forward, please do not ship any of these items directly.

Environmental Health & Safety is your point of contact and the University's authorized shipper of Infectious Substances/Dangerous Goods.

The points of contact are Mr. Juan Garza X4131 and Mr. Ricky Barrera X2646.

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