

Faculty Senate Meeting Minutes – October 6, 2020

Senators Present: Hisham Al-Bataineh, Matthew Alexander, Lucy Camacho, Jieming Chen, Maribel Gonzalez-Garcia, Jeff Glick, James Glusing, Kelly Hall, Simona Hodis, Michael Houf, Kendra Huff, Patricia Huskin, Robert Kowalsky, Ya-Wen Liang, Steven Lukefahr, Tanner Machado, Lifford McLauchlan, Craig A. Meyer, Kyle Milsap, Richard Miller, Patrick Mills, Mais Najim, Ryan Paul, Larry Peel, Humberto Perotto, William Procasky, Christine Radcliff, Kathleen Rees, Chika Rosenbaum, Alex Sanchez-Behar, Nick J. Sciallo, Hui Shen, Ari Sherris, Amber Shipherd, Velda Soydas Ramiro Torres, Alinna Umphreys, Maria Velez-Hernandez, Subbarao Yelisetti, Teresa Young

Senators Absent: Rudolf Bohm

This meeting of the Faculty Senate was held and recorded online through Blackboard Collaborate due to COVID-19 social distancing requirements. A recording of this meeting and a PDF version of the slideshow can be found on the [Faculty Senate Website](#) under the heading [Digital Faculty Senate Meetings](#).

I. Call to Order and Quorum Call.

At 3:30 p.m. President Sherris asked the parliamentarian, Patricia Huskin, if enough members were present for a quorum. Senator Huskin replied in the affirmative.

II. Approval of Minutes from September 1, 2020 Faculty Senate Meeting.

President Sherris asked for approval of the previous meeting minutes. Senator Huff motioned; Senator Miller seconded. Minutes were approved.

III. Presentations

a) Provost Lou Reinisch

Based on the official census day head count TAMUK enrollment is down 7.5% compared to Fall 2019 and that puts us 18% down overall for the two years. This translates to tight budgets.

Our primary goal now is to concentrate on what can be done to increase our number of students. To that end, one of the changes that President Hussey made was to have Darin Hoskinson head up enrollment management. Darin will report to the Provost, and the idea is that we can get faculty more involved in recruiting students. There is nothing that recruits a student quiet as effectively as an enthusiastic faculty member. We also need to look at our degree programs and ask ourselves are these programs that students of today are interested in? Additionally, are the classes being taught in a way that captures the modern student? Are we using high impact practices as much as we can? Lastly, do we have high academic standards?

What are we doing to increase student retention? Do faculty members have supplemental information that can be provided to students who are struggling? Are

faculty proactive in getting students help? Many times students don't know to ask for help. Are faculty members acting as mentors and coaches to their students? Requests for any new positions or to fill vacant positions need to be accompanied by an explanation on how the position will help increase our number of students, and a realistic accounting for how many students this is going to be important for. We are entering a phase at this institution where our number of students is important and our number one priority.

Provost Reinisch and Assoc. VP for Academic Affairs Goswami are working with an ad hoc committee from the senate to review promotion and tenure procedures. Overall, he feels these changes are good for the faculty. The goal is to make it easier for faculty to navigate successfully through the promotion and tenure process. The first item they are looking at is changing the major review from the 4th year to the 3rd year so that the faculty member has time to change what they are doing, react to that review, and improve their portfolio when they go up for tenure. The goal is to make changes that everyone agrees with and that are good for the institution.

He wanted to remind everyone that working from home is temporary, as we are a residential campus. We have a brick and mortar institution. We have students who come here because of the face-to-face experience they are expecting to have. Because of the living on campus experience, they are expecting to have. We are going to have to make sure the students are getting the experience they are expecting. As cases continue to go down we are going to start to transition back to being a more normal campus. We need faculty on campus so students' can see them, emulate them, see role models and to see the faculty at the sporting and other student events that will occur in the Spring.

He expressed his thanks for faculty giving 110% during this unusual time.

Provost Reinisch then opened the floor for questions.

Q: It would be good for us to know if the other schools who service our area (TAMU-CC and UTRGV) are also experiencing losses.

A: We are at the bottom of the list of the TAMU System schools with the largest drop at 7.5%. Coming in number 2 from the bottom is TAMU-CC who went down 5% and TAMU-International went up 2%, and TAMU-SA went up 1%. The overall System went up 2%. He only has numbers for A&M campuses, but he believes UTRGV went up quite a bit.

IV. Report of Officers

a) Emergency Management Committee

Senator Radcliff reported that flu vaccines are on their way. They are expecting to receive approximately 500 vaccines.

She then gave an update on the campus Covid testing. Currently 80-85% of Curative testing is devoted to students. The EMT has decided to start sample testing for asymptomatic people based on frequent direct contact with other groups. Some of the groups that have been asked to voluntarily test include: Javelina Marching Band, Library staff, Student Success tutors, Greek Life, Javelina Student Enrollment Center, Rec Center staff, University Police Department, and Student Health and Wellness staff. She also wanted to make sure everyone knew about the Covid-19 Dashboard <https://www.tamuk.edu/coronavirus/dashboard.html>. The table contains overall Covid positives from on and off campus testing, while the pie chart reflects on campus testing only.

She also gave an update on campus housing occupancy and changes in Javelina Dining. As of the 12th class day, 1,001 students have been assigned to the residence halls. Javelina Dining opened on September 21st for in person dining. They plan to wait one week to open seating in the retail areas. If there is no case increase, then they will slowly increase seating capacity in 25% increments with a two-week waiting period between each increase.

Lastly Senator Radcliff reported that the EMT will start meeting monthly in October.

b) Senate President Sherris' Report

This is a report on a meeting held on September 10. In attendance were President Hussey, Provost Reinisch, Faculty Senate President Sherris, and Faculty Senate President-Elect Chen.

President Hussey reported that enrollment for the Fall is around 6950 including dual enrollment; 6400 without dual enrollment; down about 7% in terms of student credit hours from Fall 2019. Down a 18-20% from the census year, which is what the State Legislature will use when they deal with formula funding. We are up from Spring 2020 several 100 students. The President had set the budget based upon the Spring enrollments and so we are in good shape. Looking ahead to next year, it will depend on what will happen from the Legislative standpoint. Obviously, the President pointed out we need to strategically grow the university that is tied to the strategic plan that the Provost will be leading as we go forward and we continue to ask ourselves what we want to look like in the future. The President continued by saying a question probably every university is looking at around the world is what is a university going to look like post-covid? There will probably not be a single answer, it will be different. The President also reported that Legislative appropriation requests were due Sept. 10 to the A&M University System and then next week to the actual State Legislature. We are asking the State for additional items for 2 to 6 years to help jump start enrollment through the Student Success program which target enrollment from high schools, 2-year colleges to

our institution. We need to focus here because of the enormous number of students in the surround regions of Texas. Our push will be aggressively to enroll these students many of whom are most likely 1st generation college students. Additional funding will focus on the venom or toxins center and its health research as well as initiatives for the Citrus Center—these are our stakeholders doing the political lifting with respect to the legislative request, we have lots of stakeholder interests in the building of an Ag facility, but if funded and built it will have use by multiple colleges—so saying it is Ag is to use political language to get appropriated a tuition revenue bond (TRB). The President gave us a COVID update: 705 individuals have been tested; we have 29 positives (4.1% positives)—some are in the valley. We will continue to do random surveillance testing and include areas off campus, particularly those that we have been in contact with because they have been problematic sites of spread.

Dr. Reinisch then spoke of initial ideas for the Strategic Planning Initiative which will be to increase student retention and graduation pushing it to new heights; focus on new teaching initiatives. Members of the committee where to report their interest by September 8, but Dr. Reinisch at this time was still waiting to hear back from a few to whom he turned. There will be a push to identify strengths and weaknesses, there will be many focus groups, plans will be tweaked as appropriate to feedback loops in strategic plan development. In addition to this, Dr. Hussey has asked Dr. Reinisch to make a big splash to gain state and national positive recognized more than channel 3 news. As far as an office of ombuds, the Provost would like to find a faculty member to fill this position. Dr. Chen mentioned that in the past that was how it was filled at 50% teaching and 50% ombudsmanship. I said I thought there might be advantages to an outsider who was certified in conflict mediation through the National Association of Mediators <https://www.mediatorcertification.org/> and affiliated with the International Ombudsman Association <https://www.ombudsassociation.org/> in that such a person would not come on board with baggage and that such a trained outsider might have novel ways of looking at complex emotional situations and conflicts that arise in our community and provide fresh solutions to conflicts. I also pointed out that I reached out to the Faculty Ombuds offices at College Station and UT Austin. The ombuds at UT Austin, Dr. Mary Steinhardt returned my email and put me in contact with a professional mediator, Ms. Amanda Dean (<https://www.austincc.edu/news/2019/07/acc-hires-first-ombudsperson-faculty-and-staff>) who I zoomed at Austin Community College <https://www.austincc.edu/offices/ombudsperson> . And she gave me a handle on some of the ways that mediators work. Dr. Reinisch listened, but no decision was reached in this, our first conversation on the topic.

c) Executive Committee Lunch with President Hussey & Provost Reinisch

Provost Reinisch started the discussion by asking for input on ways to encourage faculty to return to campus in the spring semester. The conversation then turned to online meetings. It was asked if there was a way for a faculty member to have an additional BlackBoard Collaborate account for meetings that is not tied to one of their classes. The Provost did mention that departments could reimburse for a Zoom license, and faculty need to check with their Department Chair. He also mentioned that the campus is working on a site wide Zoom license.

Enrollment was the next topic discussed. First time attendees and domestic graduate student numbers are up. All international student numbers are down, as well as our dual credit numbers. Compared to fall 2019 we are down 7.5%, and we are down almost 19% from last count year. Starting summer 2020 we are in a new count year that the State Legislature uses for determining formula funding. So far for this count year we were even for summer, we are down for fall, and hoping to bring numbers up for spring 2021. One way the University is hoping to do this is by capturing some of the students admitted in the fall, but chose to defer enrolling until spring 2021. The major priority for spring 2021 is to grow graduate and total enrollment.

Enrollment talk, transitioned into the fiscal year 2021 budget. This year's budget is based on spring 2020 numbers. Budgets are ok for this fall semester, but we are hoping for a bump up in the spring 2021 semester. The question was asked if there was a possibility for an increase in scholarship funding. President Hussey mentioned that departments might consider giving smaller amounts to more students, rather than larger amounts to a few students.

V. Old Business

a) Faculty Annual Review Form Survey Results (*see handout*)

A questionnaire was sent to all Senators to make a final decision on which version of the Annual Faculty Evaluation form to place in the Faculty Handbook. The form with three boxes received the majority vote.

VI. Standing Committee Reports

a) Committee on Committees – No Report

b) Election Committee

Senator Radcliff reported that the committee has started to verify lists of faculty members in each department to get ready for apportionment in November.

c) Resolutions and By-Laws Committee – No Report

VII. Reports from Committees Reporting to the Senate

- a) **Administrator Evaluation Committee** – No report
- b) **Annual Faculty Lecture Committee** – No Report
- c) **Piper Award Committee** – No Report
- d) **Faculty Evaluation Committee** – No Report
- e) **Faculty Benefits Committee** – No Report
- f) **Policy Revision Committee** – No Report
- g) **Task-Force on Faculty Handbook Changes**

Senator Meyer reported that the driving force for the committee has been clarity. He expects to have a document of proposed revisions ready for the November meeting.

VIII. New Business

- a) **Motion:** that contacts who email a retiree's *tamuk.edu* account automatically receive an e-mail alerting them to the retiree's *retiree.tamuk.edu* account
Senator Miller moved to open discussion of this motion and Senator Radcliff seconded it. Senator Miller said that the point of this is to make sure those entities who have not been alerted of a faculty member's retirement (granting agencies, publications, etc.) the idea is to not lose that linkage.

Senator Radcliff asked if the "active" email address of the faculty member would not be an alias for the retiree email for a temporary period of time? Senator Miller responded that the retiree he spoke with said the "active" email went away immediately upon retirement with no grace period as there had been in the past.

Senate President Sherris said that he has heard about this issue from retirees too. There seem to be two departments (HR and ITS) that are involved with this, and they don't seem to be on the same page on this issue. He will add this topic to the next agenda for the meeting with President Hussey.

The question was called and a seconded to take this issue to a vote by a show of hands. The motion passed unanimously.

- b) **Conversation about Online Voting (Integrity of Confidentiality)** (*see handout*)
In April 2019 an online elections task force reported that the mock election they ran using Microsoft Forms was successful. The Senate agreed that this was an acceptable tool. They reported that the next step would be for a motion to be written and submitted to the Resolution and By-Laws committee. This step was never taken.

Now, with the uncertainty on whether or not all faculty will be on campus in the spring the need for online elections is paramount. The Elections Committee Chair has come up with an eligibility form (equivalent to the envelope in print elections), that upon

submission will lead the faculty member to the ballot. The eligibility form will collect the faculty members name, email, department and rank. The ballot will have settings established to ensure anonymity. The Chair also shared a draft of the Constitutional amendment. The Elections committee will review the wording this month and send the motion to the Resolutions and By-Laws committee for review. The plan is to bring the motion to a vote at the November and December faculty senate meetings. If the motion passes at both of these meetings, the information will then be forwarded to the general faculty who will vote at their department meetings in January. If the motion passes the general faculty, elections for faculty senate will be online starting with the 2021-2023 term elections.

c) Electronic signature pages for Theses & Dissertations

Senator Hall brought up the topic of electronic signatures for theses and dissertations. The topic had been up previously and Senate President Sherris had been told that purchasing DocuSign would be too expensive. Senator Hall mentioned that DocuSign is not the only way that this could be accomplished, there are other ways. Senator Radcliff mentioned that the TAMUK IRB has collected copies of signatures of their members to be used on IRB approval letters that we have approved as Exempt status. Senate President Sherris agreed that this is an important topic, and will be sure to bring it up at the meeting this week with President Hussey and Provost Reinisch.

IX. Announcements

President Sherris shared the following reminders:

- Please email all motions and resolutions to FacultySenateOfficers@tamuk.edu no later than Tuesday, October 20, 2020, 5:00 pm CDT if you would like the Executive Committee to add them to the Tuesday, Faculty Senate Agenda.
- Our next Faculty Senate meeting is scheduled for Tuesday, November 3, 2020 from 3:30 pm – 5:00 pm and it will be online.
- Senators may raise motions and resolutions from the floor rather than submit them to the EC, but should have them ready in writing as in the format on earlier slides for this meeting to save time.

X. Adjournment

At 4:45pm a motion to adjourn was made by Senator Meyer and seconded by Senator Miller, motion was passed.

Respectfully Submitted,
Christine Radcliff
Faculty Senate Secretary, 2020-2021

Annual Faculty Evaluation Form

This questionnaire is sent to the TAMUK Faculty Senate from the Faculty Senate Executive Committee. The questionnaire records no emails and no names. The purpose of the questionnaire is to help the Senate in its decision to update the form used in annual reviews. The questionnaire will be available for two weeks.

1. Choose the option below you feel most comfortable with to replace the Annual Evaluation of Faculty form currently in the Faculty Handbook.

To view the form options, please follow the link <https://tinyurl.com/y32o95t8> (<https://tinyurl.com/y32o95t8>).

- Form with no boxes
- Form with 3 boxes
- Form with 5 boxes

2. Please feel free to share any comments below

**APPENDIX IV. Annual Evaluation of Faculty Summary Sheet.
(Appendix A in Faculty Handbook)**

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

SPRING _____ Through FALL _____

Name:	Dept.:	Chair:
--------------	---------------	---------------

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 (0-100%)	Score
I. <u>TEACHING PERFORMANCE</u> (See Appendix III, Faculty Handbook)	_____	X _____	= _____
II. <u>RESEARCH AND SCHOLARLY ACTIVITIES</u> Involvement in the scholarship of discovery or application (research) or teaching or integration (scholarly activities) (See Appendix II, Faculty Handbook)	_____	X _____	= _____
III. <u>PROFESSIONAL GROWTH AND ACTIVITIES</u> Membership in professional organizations, attendance at professional meetings, professional consulting and lectures, professional service, continuing professional education	_____	X _____	= _____
IV. <u>SERVICE</u> 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 _____	= _____
Total of Weights and Scores (weights must total 100%)		_____	= _____

Supervisor's Signature _____ Date _____

Faculty Member's Signature _____ Date _____

Library Director's Signature _____ Date _____

**The written narrative for each evaluation category must clearly describe the faculty member's positive contributions as well as any areas of professional performance that should be more fully developed.

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

SPRING _____ Through FALL _____

Name:	Dept.:	Chair:
-------	--------	--------

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 (0-100%)	Score
I. <u>TEACHING PERFORMANCE</u> (See Appendix III, Faculty Handbook)	_____	X _____	= _____

Does Not Meet Expectations	Meets Expectations	Exceeds Expectations

II. <u>RESEARCH AND SCHOLARLY ACTIVITIES</u> Involvement in the scholarship of discovery or application (research) or teaching or integration (scholarly activities) (See Appendix II, Faculty Handbook)	_____	X _____	= _____
--	-------	---------	---------

Does Not Meet Expectations	Meets Expectations	Exceeds Expectations

III. <u>PROFESSIONAL GROWTH AND ACTIVITIES</u> Membership in professional organizations, attendance at professional meetings, professional consulting and lectures, professional service, continuing professional education	_____	X _____	= _____
---	-------	---------	---------

Does Not Meet Expectations	Meets Expectations	Exceeds Expectations

IV. <u>SERVICE</u> 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 _____	= _____
---	-------	---------	---------

Does Not Meet Expectations	Meets Expectations	Exceeds Expectations

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

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

Chairperson's Signature _____ Date _____

Faculty Member's Signature _____ Date _____

Dean's Signature _____ Date _____

****The explanation of the reasons associated with the chosen expectation box in each evaluation category MUST be included in the written narrative for each evaluation category.**

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

SPRING _____ Through FALL _____

Name:	Dept.:	Chair:
-------	--------	--------

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 _____		= _____
--	---------------	--	---------

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 _____		= _____
--	---------------	--	---------

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 _____		= _____
--	---------------	--	---------

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 _____

**The explanation of the reasons associated with the chosen expectation box in each evaluation category MUST be included in the written narrative for each evaluation category.

30

Responses


03:34

Average time to complete

Closed




Status

...

[View results](#) Open in Excel

1. Choose the option below you feel most comfortable with to replace the Annual Evaluation of Faculty form currently in the Faculty Handbook.

[More Details](#)

 Form with no boxes	10
 Form with 3 boxes	12
 Form with 5 boxes	6



2. Please feel free to share any comments below

[More Details](#)

12

Responses

Latest Responses

"n/a"

12 of 20

Please feel free to share any comments below

The use of three boxes will serve the required purpose.

Number values should be clear. So Does Not Meet Expectations equals 1-3, Meets Expectations equals 3.1-5, Exceeds equals 5.1-7. Something so it can no longer be suspect about the boxes....Boxes are useful for quick visual representation of the numbers.

What about two boxes, meet and does not meet expectations?

5 boxes are more descriptive of faculty members actual performance.

It doesn't matter what form the senate comes up with when we have Deans/Chairs who are very biased in their decisions to continue a non-performing tenure-track faculty, or penalize someone who is performing exceptionally well. If we really want to improve the system, faculty senate should setup a task force to evaluate the results of the administrator evaluation every year. Administrators should be accountable for the decisions they make. The Chair and Dean positions should be limited to 2 and 4 years, respectively, and should be reelected if they want to continue. The President of America has a 4-year time limit, but some of the Deans/Chairs are continuing forever!

Why is there not an option for Just 2 boxes? "Meet or does not meet". That satisfies what President Hussey wants.

I would actually prefer a four box option. "Significantly Exceeds Expectations" seems redundant in this case. I believe it is valuable to include a "yellow light" option on the not meeting expectations side. I assume this would not trigger a faculty development protocol, but would serve as a warning for the next year and would be useful for those seeking t & p to see how they are doing. The category score seems like it would be obvious enough to anyone reviewing if someone exceeded or "significantly" exceeded expectations, so I'm not sure a delineation is really needed there.

Right now, those of us in my Department who are tenure track are struggling to complete the E-Portfolio. We do not need any more changes to contend with at this time.

Just a question. What new thing will boxes tell us?

What happened to the option of only 2 boxes - satisfactory or unsatisfactory??

Qualitative evaluation is far more important and useful in the long run than Quantitative data, imho
Over-emphasis on Quantitative data only serves the neoliberal, profit-oriented managerial approach

n/a

CONSTITUTION OF THE GENERAL FACULTY OF TEXAS A&M UNIVERSITY-KINGSVILLE

Article II, Section 3

Senators will be elected by plurality by secret ballot. Procedures for electing Senators shall be: The Department Chair, Unit Dean or Director, or College Dean shall have their respective ballots prepared and distributed to all eligible voters. Ballots shall be signed in a manner that provides for the removal of signatures without damage to the ballot. The ballots shall be sent to the Faculty Senate Election Committee. In the presence of at least three witnesses, the Faculty Senate Election Committee shall check the ballots for eligibility of voters, remove signatures, and count the ballots. The time and place of the vote count shall be publicized so any General Faculty member can witness the count. If a tie occurs, the position shall be determined from among those tied candidates by lot.

The Election Committee shall record votes. The tally of votes for each candidate shall be forwarded to the Faculty Senate office and remain on file. The voting record shall become the basis for eligibility to fill Senate vacancies.

Proposed:

Article II. THE FACULTY SENATE MEMBERSHIP, ELECTIONS AND MEETINGS

Section 3. ELECTIONS

- (a) The Election Committee will develop an electronic eligibility form and ballot. The eligibility form will have settings established so that only people within TAMUK can respond, and will collect the following information from voters: email, name, department, faculty rank. Upon eligibility form submission, a link will appear on the completed submission page to direct voters to choose the ballot relating to their department. The ballot will have settings established so that only people within TAMUK can respond, and assures anonymity.
- (b) For departmental/unit elections the Secretary shall announce by email to the Department Chair/Unit Director the number of positions on the Senate to be elected by that faculty for the upcoming term and the names of the faculty not eligible for election. The Secretary shall request of each Department Chair/Unit Director a list of nominees be returned to him or her within two weeks. Upon receipt of the lists, nominees become candidates.
- (c) For Senators-at-large, the Secretary shall announce by email to the College Dean the number of positions on the Senate to be elected by that faculty for the upcoming term and the names of the faculty not eligible for election. The Secretary shall request of each College Dean a list of nominees be returned to him or her within two weeks. Upon receipt of the lists, nominees become candidates.

- (d) An email shall be sent to all eligible faculty voters with instructions for accessing, filling out, and submitting their electronic ballots. Faculty members may vote only once.
- (e) At no time during the election process shall faculty names or identifiable information be collected other than to verify voting eligibility. Information collected will be limited to whom the candidate voted for and the time of the vote. In the event that an eligible faculty member will not have access to internet resources, the Secretary shall make provisions for casting absentee ballots.
- (f) In the event of a tie, the Secretary will seek to mediate an outcome with the candidates in question. If no clear winner can be determined, a special run-off election will be held to determine the winner.

DRAFT

Faculty Senate Election Voter Eligibility (sample) (2)

Filling out this form will allow the Faculty Senate Elections committee to verify that all ballots cast were done so by eligible voters. The Election Committee Chair agrees to remove all time stamps from the responses to this Form before presenting the list of responders to the Election Committee.

This form is equivalent to the envelope in the print election process.

1. Department

- Accounting & Finance
- Agriculture, Agribusiness & Environmental Sciences
- Animal Science & Veterinary Technology
- Art, Communications & Theatre
- Biological & Health Sciences
- Center for Student Success
- Chemical & Natural Gas Engineering
- Chemistry
- Civil & Architectural Engineering
- Clinical Health Sciences
- Educational Leadership & Counseling
- Electrical Engineering & Computer Science
- Environmental Engineering
- Health & Kinesiology
- History, Political Science & Philosophy
- Industrial Management & Technology
- Language & Literature
- Library
- Management, Marketing & Information Systems
- Mathematics
- Mechanical & Industrial Engineering
- Music
- Physics & Geosciences
- Psychology & Sociology

Rangeland & Wildlife Sciences

Teacher & Bilingual Education

2. Faculty Rank


Professor

Associate Professor

Assistant Professor

Lecturer

This content is neither created nor endorsed by Microsoft. The data you submit will be sent to the form owner.

 Microsoft Forms

Faculty Senate Election Voter Eligibility (sample) (2)



TO PROCEED TO THE BALLOT PLEASE CLICK ON THE LINK BELOW THAT CORRESPONDS TO YOUR DEPARTMENT

<https://tinyurl.com/SAMPLE-Library-2020> (<https://tinyurl.com/SAMPLE-Library-2020>)

<https://tinyurl.com/Health-Kinesiology> (<https://tinyurl.com/Health-Kinesiology>)

<https://tinyurl.com/Clinical-Health-Sciences> (<https://tinyurl.com/Clinical-Health-Sciences>)

Create my own form

Powered by Microsoft Forms | Privacy and cookies (<https://go.microsoft.com/fwlink/p/?linkid=857875>) | Terms of use (<https://go.microsoft.com/fwlink/?linkid=866263>)