

Texas A&M- San Antonio
Faculty Senate Meeting Minutes
April 1, 2016, from 11:30 a.m. until 1:00 p.m.
Central Academic Building 219

Call to Order at 11:30 a.m. by L. Webb

In Attendance:

K. Barton, E. Bliss-Zaks, C. Cox, K. Gillen (via Adobe Connect), D. Glaser, T. Hinojosa, R. Kapavik, B. Moore, S. Olswang (Interim Provost), M. Peterson, S. Rahman, C. Ross (Via Adobe Connect), J. Simpson, K. Voges, L. Webb, E. Westermann.
Guests: S. Harris (via Adobe Connect),

Approval of Faculty Senate Meeting Minutes from March 4, 2016

Amendments: L. Webb requested to amend the minutes to fix the following typos: On page one, add the word 'be' before the phrase "...for the next legislative session...". On the first line on page two, change 'tin' to 'in' and 'on' to 'of'.

Motion: J. Simpson motioned to approve the minutes with the mentioned edits, 2nd by M. Peterson

Vote Passes: 12 yes; 0 no; 0 abstentions

Executive Committee Updates:

E. Bliss-Zaks will create a folder for the resolutions in Faculty Town Square as well as upload them separately to the Faculty Senate website. The resolutions will be added to those pages before the next meeting in May.

J. Simpson reminded senators that a call for nominations email was sent out last week to faculty. Nominations for the 2016-2018 term need to be in by April 15th. The election will take place the following week. Please ask around for nominations and remind potential nominees that if they are elected, they will need to attend the Faculty Senate meeting in May. The faculty teaching, research and service award applications are being reviewed and the winners will be announced in May before the end of the school year.

C. Ross let the senate know that the strategic plan is moving forward and we should have new values, missions and vision by the end of the month.

L. Webb spoke with the presidents from the A&M Faculty Senates and the group decided to informally meet once a month to collectively talk about things that are occurring on each of the campuses. L. Webb clarified that this group would not be a policy making board.

Administrative Update:

S. Olswang provided STEM building updates. The goal is to have the building be open by January 2019 and will host the Biology, Chemistry, Physics, Kinesiology and Cyber Security programs along with student support services. S. Olswang stated the plan is still to move everyone over from Brooks by fall 2017 though we will most likely need temporary space for

that to happen but that doesn't mean Business faculty will be in portables. The university will also be breaking ground for the dorms in a few months. In terms of the fall schedule, a committee has been working on block scheduling for the lower division courses and a schedule will be published on Monday for preregistration for the juniors, seniors and graduate students. Thus far, we have over 4500 freshmen and sophomore applicants. The university needs around 700 new students over our current number in order to meet the revenue based upon the formula for the next year. S. Olswang is optimistic that we will get the support we need. A&M -SA is also currently working with the Alamo Colleges on developing additional partnerships such as joint degrees and joint admissions.

Old Business

Academic Plan: R. Kapavik stated the Academic Plan is currently in a holding pattern. Once several items with the Strategic Plan have been finalized, the committee can move forward with the Academic Plan.

Faculty Annual Evaluation Review Committee: C. Cox suggested to combine this committee with the Merit Pay Committee. The senate agreed with C. Cox on this decision. The two committees will now be combined.

Bylaws Committee: D. Glaser announced the committee has made progress but the committee work will most likely carry over into the fall semester.

Office Space Committee: J. Simpson is working on a draft. He hopes to bring this draft to the May meeting.

Faculty Senate involvement with Core Curriculum Committee: J. Simpson re-introduced Resolution 03-04-2016-000001 from the last meeting that proposed amending the Constitution to include a Core Curriculum Committee for a second vote.

J. Simpson opened the floor to discuss the wording of the amendment to section 9.2.1 of the Faculty Senate Constitution. Below is the proposed wording.

The Core Curriculum Committee shall consist of two faculty senate members and one at large member from each college. The Dean of the College of Arts and Sciences and the Assistant Vice President of the University College shall serve as advisory non-voting members. The core curriculum committee oversees the core curriculum. All proposals from the core curriculum committee must also be approved by the undergraduate curriculum committee.

- (a) Core curriculum academic standards
- (b) Additions and withdrawals of core curriculum courses
- (c) Assessment of the core curriculum

Discussion: K. Voges suggested that the committee consist of one faculty senate member from each college to ensure colleges have equal representation and this wording would allow future faculty members from new colleges to be part of the committee. As of right now, K. Voges stated the wording of the undergraduate curriculum committee doesn't allow this. J. Simpson suggested the core curriculum committee consist of one faculty senate member serving as the chair with one or two at large member from each college. E. Westermann suggested making the

core curriculum committee a sub-committee of the undergraduate curriculum committee and increase the membership of that committee. The senate discussed amending the wording of the undergraduate committee to allow for the core curriculum to be a sub-committee and to ensure all colleges have equal representation. The members of the senate discussed the number of members and who should be represented on the undergraduate committee as well as for the core curriculum sub-committee.

A motion was made from the Faculty Senate to approve the suggested amendment as revised and written:

9.2.1 The Undergraduate Curriculum Committee shall consist of the following members: one Faculty Senate representative elected by the Faculty Senate to serve as chair of the committee voting only in the case of a tie, the chair of each college curriculum committee, and one elected at-large member from each college. The Undergraduate Curriculum Committee shall have a permanent sub-committee dedicated to advising on core curriculum issues. ~~consists of three representatives (one from Arts & Sciences, Education & Human Development, and Business) elected by their respective Academic Units and two representatives of the Faculty Senate elected by the Faculty Senate.~~ The Undergraduate Curriculum Committee of the Faculty Senate considers, and makes recommendations to the Provost and President regarding, all academic matters of the University involving policy and procedure including but not limited to:

- (a) Undergraduate admissions requirements
- (b) Undergraduate graduation requirements
- (c) Undergraduate academic standards
- (d) Undergraduate curriculum
- (e) New undergraduate course creation
- (f) New undergraduate degrees
- (g) New undergraduate programs
- (h) Undergraduate core requirements

The Core Curriculum Sub-Committee of the Undergraduate Curriculum Committee shall consist of one member of the University Curriculum Committee from each college. The Dean of the College of Arts and Sciences, The Director of University Library and the Assistant Vice President of the University College shall serve as advisory non-voting members. The Core Curriculum Sub-Committee oversees the core curriculum. All proposals from the core curriculum committee must also be approved by the full Undergraduate Curriculum Committee.

- (a) Core curriculum academic standards
- (b) Additions and withdrawals of core curriculum courses
- (c) Assessment of the core curriculum

Vote passes: 12 yes; 0 no; 0 abstentions
Amendment will be put forth to faculty for a vote.

New Business

Faculty Office Hours: J. Simpson presented Resolution 04-01-2016-000002(see attachment) on behalf of another faculty member in regards to reducing faculty office hours.

Motion: Office hours for faculty be set at one hour per class per week to a maximum of four hours to help with recruitment and retention of top faculty. (The motion was not seconded.)

Discussion: J. Simpson added the faculty member also suggested alternatively to also have virtual hours or hours by appointment on top of the maximum four hours. E. Westermann provided a historical overview of office hour discussion and results that took place last academic year. Many senators felt by reducing the office hours further, we would be sending the wrong message to the community and the students. S. Olswang agreed with the senate and expressed his concern about lowering office hour requirements by fifty percent when we are about to accept freshman and sophomores. S. Harris asked if faculty can we offer virtual office hours and if adjunct were required to hold office hours as well? L. Webb stated she has held virtual office hours for her online classes and she wasn't aware of adjunct being required to hold office hours. The motion will not move forward.

Motion: Motions to adjourn.

L. Webb adjourns the meeting at 12:58 p.m.

1 03-04-2016

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3 Introduced for debate by Dr. Joseph Simpson

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5 A RESOLUTION PROPOSING AMENDING THE FACULTY SENATE
6 CONSTITUTION TO INCLUDE A CORE CURRICULUM COMMITTEE

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8 WHEREAS, the university is now accredited to teach first-year and sophomore
9 students in the fall of 2016; and

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11 WHEREAS, management of the university curriculum is a primary responsibility
12 of the faculty;

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14 WHEREAS, the current Core Curriculum committee exists as an ad hoc
15 committee; and

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17 WHEREAS, there are no clear guidelines on how a Core Curriculum Committee
18 interacts with the Undergraduate Curriculum Committee or who should be
19 on the Core Curriculum Committee; now

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21 THEREFORE, BE IT RESOLVED, that a Core Curriculum Committee be added
22 to the Faculty Senate Constitution.

23

24 *Amendment to the Constitution*

25

26 9.2.1 The Undergraduate Curriculum Committee **shall consist of the following**
27 **members: one Faculty Senate representative elected by the Faculty Senate**
28 **to serve as chair of the committee voting only in the case of a tie, the chair**
29 **of each college curriculum committee, and one elected at large member**
30 **from each college. The Undergraduate Curriculum Committee shall have a**
31 **permeant sub-committee dedicated to advising on core curriculum issues.**
32 ~~consists of three representatives (one from Arts & Sciences, Education & Human~~
33 ~~Development, and Business) elected by their respective Academic Units and two~~
34 ~~representatives of the Faculty Senate elected by the Faculty Senate. The~~
35 Undergraduate Curriculum Committee of the Faculty Senate considers, and
36 makes recommendations to the Provost and President regarding, all academic
37 matters of the University involving policy and procedure including but not limited
38 to:

39

40 (a) Undergraduate admissions requirements

41 (b) Undergraduate graduation requirements

42 (c) Undergraduate academic standards

43 (d) Undergraduate curriculum

44 (e) New undergraduate course creation

- 45 (f) New undergraduate degrees
- 46 (g) New undergraduate programs
- 47 (h) Undergraduate core requirements

48

49 **The Core Curriculum Sub-Committee of the Undergraduate Curriculum**
50 **Committee shall consist of one member of the University Curriculum**
51 **Committee from each college. The Dean of the College of Arts and**
52 **Sciences, The Director of University Library and the Assistant Vice**
53 **President of the University College shall serve as advisory non-voting**
54 **members. The Core Curriculum Sub-Committee oversees the core**
55 **curriculum. All proposals from the core curriculum committee must also be**
56 **approved by the full undergraduate curriculum committee.**

57

- 58 **(a) Core curriculum academic standards**
- 59 **(b) Additions and withdrawals of core curriculum courses**
- 60 **(c) Assessment of the core curriculum**

1 04-01-2016

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3 Introduced for debate by Dr. Joseph M. Simpson

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5 REQUEST TO REDUCE FACUTY OFFICE HOURS

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7 WHEREAS, the office hour policy at Texas A&M –San Antonio currently requires
8 more hours than at other institutions in Texas;

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10 WHEREAS, a competitive office hour policy will help with recruitment and
11 retention of top faculty;

12

13 THEREFORE, BE IT RESOLVED that we request office hours for faculty be set
14 at one hour per class per week to a maximum of four hours.