

Texas A&M – San Antonio  
Faculty Senate Meeting Minutes  
September 2, 2016, from 11:35 a.m. until 12:55 p.m.  
Central Academic Building, Room 219

**Called to Order** at 11:35 a.m. by Faculty Senate President C. Ross

**In Attendance:**

Corina Ross  
Amy Porter  
Bob Shelton  
Robin Kapavik  
Jack Ayres  
K.C. Kalmbach  
Carolyn Green

Kathleen Voges  
Kevin Barton  
Bryant Moore  
Deidre McDonald  
Theresa Dorel  
Jennifer Wilson  
Dr. O'Brien (Provost)  
Dr. Matson (President)

Guests:  
Megan Wise de Valdez  
Joe Simpson  
Kathrine Bridgman  
Ed Westermann  
Lorrie Webb  
Caroline Knight  
O'Quinn  
Hsiaoping Wu  
Kate Gillen

**Approval of Faculty Senate Meeting Minutes from May 6, 2016**

Vote Passes: Unanimously

**Administrative Update**

Dr. Matson welcomed all and reported enrollment up 23% overall and the graduate student enrollment is about even. She invited all to the Sept. 15th Town Hall meeting. Announced more information to follow about the module facilities.

Dr. O'Brien: Welcomed all and iterates the importance of the Faculty Senate in his views. Reminded us that the Faculty own the curriculum and the Academic Calendar.

**Executive Committee Updates:**

C. Ross gave an update on why everyone did not receive a letter concerning salary adjustments based on CUPA (College and University Professional Association) data. Those above and below the averages received letters, those in their salary range did not receive letters yet. H. Verhasselt will distribute the CUPA data and Classification of Instructional Programs (CIP) codes used for this determination. Dr. O'Brien updated that the data has been given to the Deans and Chairs. Their comments were due back to him today. Chairs will contact faculty members with data soon. Dr. Matson apologized for this delay.

### **Old Business:**

**Academic Plan:** R. Kapavik informed the senate that she and Dr. O'Brien submitted outcomes and strategy to the consultants and the Strategic Planning Committee. Several meetings in the near future. More will be presented in the upcoming Town Hall meeting. Dr. O'Brien encourages more faculty members to join the committee.

**Bylaws:** Dr. Glaser was absent. Dr. O'Brien meets with them next week.

**Faculty Evaluations & Merit:** R. Kapavik informed the senate as follows. The Evaluation Committee was Chaired by Cody Cox, the Merit Committee was Chaired by Maria Peterson last year. At the end of the year it was decided to combined these Committees and a new Chair and members are now needed. Updates are needed by end of semester! Current documents related to Evaluations are on Blackboard. C. Ross convenes new Committee and stresses the importance and urgency of the work needed:

Chair volunteer: Theresa Dorel(College of Ed.).

Senators from each College: Jennifer Wilson (College of Ed.); Caroline Green (College of Bus.) Amy Porter (College of A&S).

Representation by Chairs and Deans recommended to the Committee.

A town hall meeting to discuss final documents suggested. A Faculty Town Hall in October to discuss the Committee recommendations was suggested.

Recommendations for the Faculty Evaluations & Merit document due to senate in November. Final recommendations approved by Senate will be completed in December.

### **New Business:**

The following Committee elections were held. Unless otherwise stated all elections were by acclamation.

Space and Use: D. Glaser was elected by an 8-2 vote.

Curriculum: J. Wilson.

Graduate Council: J. Ayers and C. Knight.

Faculty Development & Research: K.C. Kalmbach, J. Ayers, and A. Porter

Compliance & Grievance: D. McDonald, K. Voges, T. Dorel, and B. Shelton

Election Committee: B. Moore, K. Barton, K.C. Kalmbach, and J. Wilson

Writing Across the Curriculum (WAC): A. Porter (Chair) and C. Knight

**Family Leave Policy:** C. Ross brought to the Senate's attention that A&M-SA is in need of a policy for Family Leave. C. Ross put forth an ad hoc committee. A. Porter volunteered to be Chair.

**Faculty Handbook:** C. Ross was informed that the Faculty Handbook needs updating in its first few pages. C. Ross volunteers to head up that project with the help of T. Dorel.

**Office of Sponsored Programs (OSP) and grant compensation:** C. Ross put forth that an OSP is needed and requested by faculty. Previous work on a policy for grant compensation had been dropped, but incentives for writing & receiving grants is in critical need.

Dr. O'Brien informed the senate that he would like to see a dedicated person out of his office in charge of Research, some form an OSP, and possibly Contracts. Policies on but not limited to buyout, passing along indirect costs, and compensation for grant writing are welcomed by Dr. O'Brien. Faculty Fellows may also be created to help. The Provost welcomes ideas and conversation from the faculty on this topic.

**Workload:** C. Ross tabled this discussion for now.

**Announcements:**

None.

C. Ross adjourns the meeting at 12:55 p.m.