

Faculty Senate Minutes
February, 2 2018
11:30 a.m.-1:00 p.m.
Room: Modular Building A, room 1B

Call to Order: 11:37am

Attendees Include: Amy Porter, Douglas Carter, Claire Nolasco, Jenny Wilson, Bob Shelton, Robert Vinaja, Rodolfo Valdez, Andrew Sanders, Sukho Lee, Scott Peters, Dan Glaser, Marina Narvaez, Deidre McDonald, Lawrence Scott, Caroline O'Quinn, Gilbert Barrera (online)

Guests: Mike O'Brien, Bill Spindle, Katherine Bridgman, Megan Wise de Valdez, Edwin Blanton

Approval of Minutes-

On last page, Westermann referred to it as a "student affairs issue" It will be corrected. On page 3, it should read 1-2 years.

Carter: All in favor of accepting the changes and notes from January. No abstentions.

Administrative Updates-
(Dr. O'Brien)

We need to streamline the promotion and tenure process. This will go electronic eventually, but there is too much padding and too much extra hours being spent on putting binder together and looking through the binder.

Research Council: Used guidelines from Missouri and got that ready. It will be up to \$5000 awards.

These are strictly competitive awards. Deans and chairs have been asked to recommend people. This committee will look at proposals and make decisions on the merit of the proposal. Summer salary will be used. Summer only. This money will be balanced between departments.

Need computer updates.

Rodolfo: Will there ever be an administrative focus for research? There is a need for administrative help. Who do we go to? Will there be a centralized space for the handling of the money and the resources?

O'Brien: Yes, we have an office. It has been running for about 2 months. Snow "Graduate Studies Director," but Patricia is the Grants and Sponsored Projects person and can help you work on grants. There isn't any university that has everything in one office. There has to be a fiscal person in your office. Everything though might be centralized through Joni, but you have to have some responsibility. Allocations will be made though.

Lee: I had to use my grant to pay myself for the summer buy out for summer. What is it that we can do to use the money in the summer too?

O'Brien: You cannot be paid over 100%. Thus, you can pay for a student, or materials.

Spindle: Inclement Weather Update. Procedure 34.07.01.00.01. In general, though, we also talk to the other schools and spaces in the area. If it is in the night, we try by 5am, but each time has a goal time. There is always a goal of making it swift and easy, and it should come to your email or phone.

Based on President Matson's notes: Univision Media-Lab Capstone Experience had a ribbon cutting on Nov 8. This is a senior-level communication collaborative. In spring 2018, there are 6,176 total undergraduate and graduate students which is a 13.3% change. There is an 84% persistence rate for fall 2017.

Budget: The budget process for FY19 has begun. Departments and units will be submitting completed budget requests to the budget office (Lloyd Butler), by February 2.

Spent 3 days in DC with the SA delegation advocating for higher education

Valdez: Can wind be a reason to cancel or create a more secure space for students when they are there?

Spindle: We need facilities to take that on and hopefully have some warning. IF there is something hazardous, Spindle needs to be notified.

Parking Survey just went out to all students, faculty and staff. There is a 2-week turnaround. Hope to get a more in-depth view of what the concerns are. What should be done in the short term and what should be done in the long term are the two areas we are working on. Changes will not be made until fall. In addition, we will need to have more parking in the fall. We are also looking to use a bike program on campus. We are working with the bus (VIA) to make it more effective based on heat maps of where our students come from.

Senator: Local representatives need to be pressured as well to help this.

Executive Committee Updates- (Amy Porter)

Some questions about flu. An email came out that said there wasn't flu on campus. There was a time when there was flu on campus and faculty was told to report flu, but we are not at that point now.

Porter will be going to the Texas Council of Faculty Senates. If there are questions to how issues are hands on other campuses, please let Porter know, and she will find out when she is there.

Old Business

Constitutional Amendments to Committees

This is the same issue voted on earlier, but makes the required changes to the constitution. Term limits for senators change from 1-2 years. Porter will read the amendments. 15 in favor of accepting all of the amendments as delineated.

HIP Committee Report (Andrew Sanders)

Porter makes note that a comment was made on Blackboard about the office of International Studies and how to increase our work in host countries and for students who come from other countries.

Where do we get the resources for the push for international experiences, study abroad and for longer terms?

Porter: Would like to create 2 ad hoc committees. Envisioning the ways that the WAC committee is working. They would work with the director of experiential learning and the faculty. A committee is looking at 17 candidates. This individual will recruit the internship coordinator and also help faculty to include experiential learning inside of their coursework.

Experiential Learning Committee: Ayers, Valdez

International Studies and International Education: Shelton: Oversees study abroad and getting students visas. If it is a study abroad activity, Shelton handles all of it.

Jag Tracks: It is clear that we are pulling in information from other places. The recommendation that the study is done, is important because it is not complete yet.

Provost has a committee as well but it mostly looks at short term, to make sure that the class can continue as the semester begins. Could we also have something out of here (Senate)?

We need the data from the study showing the high impact practices and then Lorrie Webb should be invited to the next meeting to discuss Jag Tracks and if it will be a high impact practice.

Undergraduate Research: Megan Wise de Valdez

Committee Reports-

Undergraduate Curriculum Committee

Met twice. Returned 55 of 156. There is confusion about the prerequisite lines or justification. Also issues with the catalog descriptions. Most were missing parts or not in alignment. If there were comments, they got one week to respond and correct. There are vague labels in the course, or prerequisites had different interpretations (before taking the class, or current prerequisites). There were recommendations made for changing the forms to be clearer, and a checklist was made. There should be all sections filled out. It must be specific. There are many issues surrounding the creation of courses. Bridgeman: What if there are workshops or other hours that are needed to be enabled to teach the course? There will need to be ways to institutionalize the HIP practices so that students and faculty are aware of what they mean and how to go about insuring that hours and time is inclusive and particular. There needs to be broader campaign to showcase the importance.

Faculty development and Research: Valdez: We are an as needed committee. There is no response from faculty. There needs to be a vehicle that allows faculty to bypass their chair and get knowledge.

Vinaja- Use Blackboard to require response.

Porter: Distinguished Faculty awards. There are 3 awards and only 9 people have submitted. Provost would like for us to revise the application. The title is confusing and might not show what the document is. He wants a limit on the amount of material that is submitted. Should we extend the deadline as the numbers are low and application title unclear?

Faculty Development and Research, Compliance and Grievance, Elections, (10 minutes)

New Business

Committee for Faculty Awards (Amy Porter)- Megan: Extend the due date

Lee: No, do not. The deadline is over.

Scott: There aren't enough applicants. So, we need to open it again.

Valdez: If there is a revision, then it needs to be sent as a clarification.

Ross: It was built backwards, but if you reformat that, it will reformat evaluation and merit and the FEC merits.

Vote is called and it is recommended that it is extended by two weeks only.

Notifications regarding campus closure (Andrew Sanders)- Done due to Dr. Spindle's comments earlier.

Program Coordinator description/responsibilities (Andrew Sanders)- Bring information about this role to the next meeting.

Announcements

Greek Expansion Presentations (Douglas Carter)

Power Hour (Budget): February 12 at 12:00 pm in the Vista Room

Starving the Beast screening: March 20 at 7:00 pm in the Vista Room

Adjournment- 1:02pm