

Texas A&M- San Antonio  
Faculty Senate Meeting Minutes  
May 6, 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, K. Gillen R. Kapavik, B. Moore, S. Olswang (Interim Provost), S. Rahman, C. Ross J. Simpson, K. Voges (via Adobe Connect), L. Webb, E. Westermann. Dr. Matson (President) Guests: D. McDonald, A. Porter, B. Shelton, T. Dorel, J. Wilson, T. Alonso-Cortéz, G. Menéndez-Puente

**Approval of Faculty Senate Meeting Minutes from March 4, 2016**

Amendments: C. Ross requested to amend the minutes to fix the following typo, on page one, change the word collection to collectively in the last paragraph in the Executive Committee Updates.

Motion: J. Simpson motioned to approve the minutes with the mentioned edits, 2<sup>nd</sup> by R. Kapavik

Vote Passes: 9 yes; 0 no; 0 abstentions

**Executive Committee Updates:**

Faculty Handbook: L. Webb informed the senate that Dr. Snow did approve the Faculty Senate Handbook and will be uploaded to the website shortly.

Election Committee: J. Simpson announced the following new senators for the 2016-2018 term:

College of Education and Human Development: J. Wilson, T. Dorel, and R. Kapavik(returning)

College of Arts and Sciences: A. Porter, B. Shelton, and J. Ayres

College of Business: D. Glaser (returning).

Library: D. McDonald

J. Simpson added the senate is still short one representative from the College of Business.

L. Webb reminded the senate that the following senators will be leaving: E. Bliss-Zaks, K. Gillen, T. Hinojosa, S. Rahman, J. Simpson, and L. Webb

Election for officers for next faculty senate took place. Descriptions of each role were read.

The following senators were voted in as officers for the 2016/2017 academic year: Vice

President: Dr. Porter, Parliamentarian: R. Kapavik and Secretary: B. Shelton

C. Ross informed the senate the strategic plan is moving along and everyone should now have access to the strategic plan documents on university's website.

**Administrative Update:**

Dr. Olswang encouraged everyone to attend the Provost interview presentations next week.

A schedule for professional development/workshops for the summer will be sent out to faculty soon. The university will provide salary support for continuing faculty who attend the workshops

in August. Dr. Olswang reminded the senate that the university will be low on space come fall. We are adding around 30 new faculty members, additional staff and we will be offering an additional 120 class sections. We will be scheduling about 60 hours a week in classroom usage, which may mean we will need to adjust the schedule. Dr. Olswang also announced the programming planning for the new STEM building has also wrapped up.

Dr. Matson thanked the senate for all their hard work over the year. The president stated she has been meeting with new students all over San Antonio the last couple of weeks and they are all thrilled to be attending A&M-San Antonio in the fall.

### **Old Business**

#### **Amendment to Faculty Senate Constitution: Undergraduate/Core Curriculum Committee:**

J. Simpson announced the following amendment was passed by majority vote by the faculty. The Faculty Senate Constitution and Bylaws will be amended to reflect the changes. J. Simpson added come fall, the senate will need to make sure the administration, deans and those who will be serving on the committee are aware of the committee's new structure.

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

**Academic Plan:** R. Kapavik informed the senate that the Academic Plan falls under goal two in the Strategic Plan. The committee for goal two is meeting next week as well meet with the consultant. R. Kapavik noted that the committee membership has changed and she will be working with Dr. Olswang to ensure the committee has representation from the appropriate departments. For example, R. Kapavik realized the library was missing from this group and this will be corrected.

**Faculty Annual Evaluation Review and Merit Pay Committee:** L. Webb presented on C. Cox behalf. L. Webb stated C. Cox shared the evaluation draft with her and she will post it on the Faculty Town Square page for faculty to review. L. Webb added the new evaluation procedure would apply to the 2017 calendar year. Dr. Olswang also noted the annual evaluation will be tied to the merit procedure that's being developed and stated the 2016 evaluations will also be tied to merit pay. L. Webb informed the senate that M. Peterson and C. Cox were chairs of this committee, though both will be leaving the university this summer. Thus, the senate needs to decide who on the senate will help transition this committee into the next session until a new chairs and members are voted in. R. Kapavik and K. Barton stated they are willing to do this and will work with the provost, M. Peterson and C. Cox to obtain the committee documents.

**Bylaws Committee:** D. Glaser was not able to attend this meeting. There are no updates at this time.

**Office Space Committee:** J. Simpson shared he met with Darrell Morrison recently and two priorities have been established for office space. One, is all tenured track faculty will have their own office and two, faculty in the same programs will be near each other if possible. Other issues involve faculty choice such as office furniture and office space succession still needs to be determined. J. Simpson has several examples of office space policies from other universities if anyone would like to view them.

Dr. Matson mentioned the Faculty Senate Officers may want to meet over the summer to address some of these issues.

### **Announcements**

L. Webb recognized the tremendous strides the senate has made over the last six years and thanked everyone for their time and hard work. L. Webb presented a gift to each of the officers as a personal thank you for their work over the last year. C. Ross on behalf of the officers presented L. Webb with a gift of appreciation for all of her hard work.

Motion: Motioned to adjourn early.

**L. Webb adjourns the meeting at 12:33 p.m.**