

Meeting: Faculty Senate
Date: February 5, 2019
Time: 2:01 p.m.
Location: BA 290
Adjournment: 3:54 p.m.

Minutes

Members present: Hongmei Jia, Annette Taggart, Gerard Huber, Johanna Delgado-Acevedo, Stephen Starnes, Bilal Abu-Bakr, Juan Araujo, Greg Lubiani, Nathan Templeton (for Julia Ballenger), Vipa Bernhardt, John Smith, Jason Davis, Sandy Hayes (for Sean Anderson), Bill Bolin (for Susan Stewart), Brandon Randolph-Seng, Yasemin Atinc, Pamela Webster (for Yelin Ou), Daniel Kelly, Debra Mahoney, Kurtis Williams, Chad King, Benton Pierce, Gracie Brownell and Vivian Dorsett

Members absent: Curtis Jones, Lavelle Hendricks, Dimitra Smith, Rebecca Worley

Issue/Topic	Summary of Discussion	Decision/Action
	December 5, 2018 Senate minutes were approved with minor modifications.	President Starnes stated that the minutes were approved as amended
Invited Speakers: Dr. Mark Rudin, President and CEO, Texas A&M University-Commerce	The meeting opened at 2:01 p.m. President Starnes introduced the invited speakers. Dr. Mark Rudin shared the following information with the senators: <ul style="list-style-type: none"> i. He is waiting for faculty feedback to proceed with faculty workload policy. ii. The Diversity and Inclusion Committee was created. iii. An evaluation instrument for Deans and Department Heads is being developed. iv. The Strategic Planning committee started meeting spring 2019. The goal is to have the strategic plan completed this semester, with input from all sought. v. Dr. Rudin sent a letter to the University community to encourage faculty participation in student events. vi. There is going to be an open forum on March 4th at 10:00am to discuss Commerce's development plan. 	
Dr. John Humphreys, Provost & Vice President for Academic Affairs	2. Dr. Humphreys, Dr. Wood and Dr. Kuracina shared the following information with the senators: <ul style="list-style-type: none"> i. Dr. Humphreys is developing a 360 evaluation for administrators. Human Resources do not have the personnel to conduct the survey. Institutional 	

Dr. Matt Wood, Vice Provost for Research and Dean of the Graduate School		
Dr. William Kuracina, Dean of the College of Humanities, Social Sciences and Arts	<p>Effectiveness and Research will administer the surveys instead. Evaluations are supposed to be conducted every four years. The last procedure revision was completed in 1996; we will change the policy such that evaluations will be conducted every other year.</p> <ul style="list-style-type: none"> ii. The workload policy attempts to better accommodate research, teaching and service. It is based on the assumption that a sole workload policy will not apply to the entire university. Therefore it will be in the hands of the heads of departments to work with their faculty to develop departmental workload policies. iii. Merit increases will match Tenure and Promotion policies. iv. Dr. Wood announced that there are new funds for research which include \$500,000 for GAR support, and \$100,000 in funds to hire adjuncts to give faculty release time to increase sponsored research. 	
Sarah Baker, Director of Accounting and Financial Reporting	<p>3. Ms. Baker shared the following information with the senators:</p> <ul style="list-style-type: none"> i. Her office wants to improve the efficiency for international travel and is in the process of moving all the required information to Concur. ii. All documents need to be submitted 45 days before traveling if high risk, 30 days in advance if the travel is not high risk. iii. If a faculty member finds better prices compared to those in Concur, please notify her office and they will notify the A&M system. It is good to have this information at the System level so that they can negotiate if Concur is not fulfilling their contract. iv. Steps in the routing process for foreign travel include: 1. Department Head. 2. Safety Office 3. Export Control (Dr. Wood) 4. Dean 5. VP. All but the safety office can stop the request. The safety office can provide information related to security concerns. The safety office evaluation is for informational purposes only. 	

Communications	<ol style="list-style-type: none"> 1. The Provost's office requests names for Faculty Award awardees by March 21, 2018 so that the following can be obtained in sufficient time: President and Provost approval, plaques ordered, program printed, food ordered, checks processed, etc. 2. The Spring 2019 Texas Council of Faculty Senates meeting will be February 15-16 in Austin. Prior to the meeting the Senate Presidents of the A&M-System Universities will meet with Vice Chancellor James Hallmark over a 2.5 hour working luncheon. 3. Dr. Starnes has been appointed to the Strategic Planning Committee as a representative of the Faculty Senate. 4. Dr. Starnes has been appointed to the standing Diversity and Inclusion committee as a representative of the Faculty Senate. 5. Recommendations for the Faculty Awards luncheon speaker are needed ASAP. 6. Dr. Humphreys has indicated that starting Fall 2019, professional track faculty will receive the same promotional pay as tenure track faculty. 7. The instruments for Administrator evaluations were submitted to the Provost's office on 1/25/2019. An instrument for evaluation of Dept. Heads and an instrument for Dean evaluation were submitted for review. 8. Dr. Starnes summarized a meeting with Dr. Dobbs regarding Early Intervention (EI) methods and results. Fall 2018 showed poor faculty participation in early intervention reporting, which will hopefully be rectified this semester. Dr. Dobbs, Dr. Starnes, Dr. Andrea Graham, and Angel Martinez (a success coach in University College) were at the meeting. <ol style="list-style-type: none"> a. Conversation centered on how University College is using EAB to inform outreach to students and demonstrate successful intervention (data provided by Angel Martinez). b. Discussed how to stimulate faculty participation to increase EI. c. Discussed what can be done to streamline the process to make it easier for faculty to report. d. Faculty response rate spring 2018 was 86%. Faculty response rate Fall 2018 was 54%. e. One piece of evidence which showed the benefit of EI: 68% of students who entered F16 returned F17. Of those who received an EI contact/alert, 73-81% returned (for those receiving 1-3 alerts). 9. Dr. Starnes e-mailed Senators a document received from Dr. Humphreys detailing the Senate Finance Committee Testimony for A&M-Commerce's legislative requests. 	
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Committee Reports	<ul style="list-style-type: none"> • Academic Life: Senator Hendricks was not present. • Academic Practice: nothing to report • Admission and Retention: Senator Kelly communicated that TAMU-C does not offer conditional admission. • Curriculum: nothing to report • Budget: nothing to report • Faculty Senate Awards: nothing to report • Organization of the Senate: nothing to report • Scheduling and Facilities: Upon Dr. Stewart's return to campus, the list of issues with SSC will be sent to SSC. Senators Kelly and Stewart will meet with SSC to discuss the issues and discuss a future meeting with SSC and the Senate. 	
Unfinished Business	1. The discussion over 12.02.99.RO.03. Implementing Faculty Tenure & Promotion was postponed until the next meeting.	
New Business	<p>1. The discussion over 8.01.01. R2 Civil Rights Compliance, 08.01.01.R2.01 Civil Rights Process for Employee and Third Party, and 08.01.01.R2.02 Civil Rights Process for Students, was postponed until the next meeting.</p> <p>The meeting adjourned at 3:54 pm</p>	