

Meeting: Faculty Senate  
 Date: February 2, 2016  
 Time: 2:01 p.m.  
 Location: BA 290  
 Adjournment: 2:53 p.m.

# Minutes

Members present: Heslop, Jones, Huber, Slovak, Starnes, Nippani, Ballenger, Mitchell, Smith, Davis, Anderson (President), Ballotti, Taneja, Ou, Kelly, Smithers, Williams, King, Pierce  
 Members absent: Taggart, Tanik, Hammack, Yan, May, Sun, Worley

Issue/Topic	Summary of Discussion	Decision/Action
	December Senate meeting minutes were approved.	
<b>Guest Speakers:</b>  Dr. Edward Romero, Chief Diversity Officer	Dr. Edward Romero, Chief Diversity Officer, was present to discuss the Learning, Living, and Working survey. The points discussed included: <ol style="list-style-type: none"> <li>1. Dr. Romero handed out a document showing the timeline for the Learning, Living, and Working survey.</li> <li>2. The University Diversity and Inclusion committee was established fall 2015.</li> <li>3. A consultant worked with A&amp;M-Commerce to help with the climate survey.</li> <li>4. There were 22 presentations over the climate survey in 2014. There were a large number of individuals who have never been through a climate survey. To move forward the Diversity &amp; Inclusion committee gained approval for the survey.</li> <li>5. Rankin &amp; Associates (who has managed 130 surveys) were contracted to assist with the survey. A&amp;M-Commerce is the first University in Texas to contract with Rankin &amp; Associates for a survey.</li> <li>6. The climate study workgroup will work with Rankin in a variety of ways. IRB approval has been obtained. The survey will launch Feb. 23 as a population survey with all faculty, staff and students being asked to participate. There will be incentives to encourage participation. The student incentives budget is approximately \$6,000. Several awards for participation will be sponsored by entities on campus.</li> <li>7. Faculty and Staff are encouraged to ask co-workers to complete the survey.</li> <li>8. It is hoped that there will be at least a 30% response over the 4-week survey window.</li> <li>9. It is hoped that the survey will reveal strengths and areas for improvement.</li> </ol>	

<p>Mrs. Erica Contreras, Budget Analyst and University liaison with Education Advisory Board</p>	<ol style="list-style-type: none"> <li>10. The survey will be anonymous. The surveys will be conducted mostly online with an IP address used to verify participant eligibility.</li> <li>11. At the end of the survey, there will be an option to opt into drawings via a link to a university server.</li> <li>12. For dissemination of the survey results, Rankin &amp; Associates will come to the A&amp;M-Commerce campus to give presentations over the results. A report will also be made available.</li> </ol> <p>Mrs. Erica Contreras, Budget Analyst and University liaison with Education Advisory Board (EAB) was present to discuss the EAB.com website resource recently acquired by the University. The points discussed included:</p> <ol style="list-style-type: none"> <li>1. The EAB is a team of 650 consultants and researchers.</li> <li>2. The EAB provides a library of resources such as web casts, professional development opportunities, white papers and research.</li> <li>3. The EAB can be utilized to benchmark A&amp;M-Commerce against peers.</li> <li>4. A&amp;M-Commerce has a 1-year membership. The membership is open to all faculty, staff and graduate assistants. Anyone with a tamuc.edu e-mail address can register for a login account with EAB.</li> <li>5. Mrs. Contreras presented how to create an account, ideas on how to apply strategies for utilizes EAB resources, how to navigate the website, and save search results. Mrs. Contreras presented the value of EAB.</li> <li>6. A&amp;M-Commerce is a member of three forums including academic affairs, business affairs.</li> <li>7. Mrs. Contreras has been designated as the University representative for EAB. Please contact her for further information regarding EAB.</li> </ol>	
<p><b>Communications</b></p>	<p>President Anderson summarized several items, including:</p> <ol style="list-style-type: none"> <li>1. The strategic plan assessment committee has been formed and is functioning in its duties.</li> <li>2. A&amp;M-Commerce is moving forward with its new strategic plan.</li> <li>3. Enrollment is up 5.5%</li> <li>4. The new base period starts after the spring 2016 12<sup>th</sup> class day.</li> <li>5. New course scheduling guidelines are in effect. Continue to work to improve classroom utilization. A&amp;M-Commerce will continue to work to update classrooms that are underutilized.</li> <li>6. Dr. Sampson reported at UEC that international student</li> </ol>	

	<p>enrollment is down. We have a 95.4% domestic student retention rate for graduate students.</p> <ol style="list-style-type: none"> <li>7. Replenishment funds will be used to replace technology equipment that is 10 years old and older. A lot of old equipment was found in storage and thus not being utilized any more and a lot of equipment has been sent to surplus but this equipment is still listed in the system. Removing this equipment from the system provides a more accurate picture of the funding needed to replace currently utilized old technology. A 6-year cycle for upgrades will be established. Software will be reinstalled when computers are upgraded. Equipment in the Journalism, BA and Science buildings is currently being upgraded.</li> <li>8. An athletic update was provided. The first football game next year will be nationally televised. February 20<sup>th</sup> is being targeted to fill the field house. To help achieve this goal, free admission is being offered. The goal is to have 2000 spectators in attendance. March 4<sup>th</sup> is the softball home opener.</li> </ol>	
<b>Committee Reports:</b>	<ol style="list-style-type: none"> <li>1. Admission and Retention: the committee is evaluating how proposed changes to workload policy will impact admission and retention of students.</li> <li>2. Senate Awards: The nomination form for Senate awards was handed out and faculty were asked to solicit nominations from their department faculty. Nominations are due ASAP and application packets from candidates are due by the end of February.</li> </ol>	
<b>Unfinished Business:</b>	<ol style="list-style-type: none"> <li>1. The student appeal of instructor evaluation procedure is now updated and available online.</li> <li>2. The faculty workload policy is still being worked on by the taskforce chaired by Dr. Tara Tietjin-Smith. The taskforce hopes for a March 2016 deadline to complete its work.</li> <li>3. The A&amp;M-Commerce Police Chief has indicated that the department is short-staffed right now and thus they do not have sufficient security guards to ticket/patrol parking lots rigorously. She asked if a violation is seen, for it to be reported.</li> </ol>	
<b>New Business</b>	<ol style="list-style-type: none"> <li>1. A motion was made in support of Rhonda Marie Howard receiving her degree posthumously at the Fall 2015 graduation ceremony.</li> <li>2. A motion was made to approve the online delivery of programs in Business Analytics.</li> <li>3. A motion was made to approve the MS-Nursing</li> </ol>	<p>Motioned by Nippani, seconded by Ballenger.</p> <p>Motioned by Pierce, seconded by Ou.</p>

