Faculty Senate Meeting

Nov 18, 2022

CONHS 323

1. Meeting was called to order.
2. Attendance: see table at end of minutes

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Senators** | **Apr 22** | **Aug 26** | **Sept 16** | **Oct 14** | **Nov 18** | **Dec 9** | **Senators** | **Apr 22** | **Aug 26** | **Sept 16** | **Oct 14** | **Nov 18** | **Dec 9** |
| Mohamed Ahmed (COS) | 0 | 0 |  | X? | x |  | Catherine Harrel  (CONHS) | x | x | x | x | x |  |
| Dr. Rosie Banda (COEHD) | X | x | x | x | a |  | Dr. Robin Johnson | X | x |  | x | x |  |
| Dr. Ross Bernhardt (CLA) | X | x | x | x | a |  | Mr. Kevin Loeffler (CLA) | X | x | x | x | a |  |
| Dr. Kelli Bippert (COEHD) | X | x | x | x | x |  | Dr. Mark McNamara (CLA) | X | x | x | a | x |  |
| Dr. Isla Schuchs Carr (CLA) | 0 | x | x | a | x |  | Dr. Antonio Medrano (COE) | 0 | x | x | x | x |  |
| Shelley Dinkens (CONHS)- | X | 0 | x | a | x |  | Dr. Valeriu Murgulet (COS) | X | 0 | x | x | x |  |
| Dr. Celil Ekici (COS) | X | x | x |  | x |  | Dr. Dale Pattison (CLA) | X | x | x | x | x |  |
| Dr. Deniz Gevrek (COB) | X | x | x | x | x |  | Dr. Miguel Perez (CONHS) | X | x | x | x | x |  |
| Dr. Michelle Hollenbaugh | X | x | x | x | x |  | Dr. Mohan Rao (COB) | X | x | x | x | a |  |
| Dr. Marge Benham Hutchins (CONHS) | X | x | x | x | x |  | Dr. Qiuhong Zhao (COB) | 0 | x | x | x | a |  |
| Dr. Rabih Zeidan  (COB – new Sept) | na | na | x | a | x |  | Alexia Hight (Library-new Sept) | na | na | x | x | a |  |
| Jennifer Anderson (Library – new Sept) | na | na | x | x | a |  | Lucy Huang (COE – new October) | na | na | na | x | x |  |
| Tianxing Ching Chu (COE- new Oct) | na | na | na | x | x |  | Aref Mazoum (COE-new Oct) | na | na | na | x | x |  |
| George Tintera (COS) |  |  |  | x | x |  |  |  |  |  |  |  |  |

Other: Provost Clarenda Philips, Kevin Houlihan, Lyle Cassin, Dr. Alexandra Janney, Dr Steven Seidel

1. Agenda: Motion to approve Agenda by Senator Gevrek, second by Senator Dinkens;
   1. Approved unanimously, 1 abstention
2. Approval of August minutes: motion with edits Senator Tintera, second Senator Pattison
   1. All approved; No opposed, no abstentions
3. Faculty Salary Survey Results – Senator Gevrek, COB
   1. Shared report of survey results to inform Senate of survey results and request approval for survey for upcoming year, which will go out mid-December
   2. Please encourage faculty participation in survey
   3. Slides will be sent out to senate members
   4. One time increase coming in December
4. Speaker’s Report – Speaker Hollenbaugh
   1. Budget
      1. additional funds received
   2. Search Committee Updates
      1. COS dean announced
      2. CIO search: Dr. Rao not here, have narrowed list to finalists, on campus Dec 3-17
      3. CHRO doing on campus interviews
      4. CDO – just getting started on process
5. Meeting with President Miller-
   1. System consultant Jill Woodall here in November to analyze all trainings on campus and see how we can make it better; managerial trainings for current and people who want to advance
   2. Susan Murphy in charge of FYL
   3. Monthly lunch buffets
      1. Lunch buffet to get together, hope to start January
   4. CUPA description – still working to get more specific description
      1. Task force to be formed to look at how we calculate equity raises, etc.
   5. Scheduled Meeting with Dr Miller 12/9 1PM – before the Senate meeting
      1. Will request questions to be given to President
   6. Meeting with Provost Phillips:
      1. Each new dean gets executive coach for 1 year after hire; coach engaged in ongoing mentorship; annual deans leadership meeting
      2. Information regarding 360 evaluations
   7. In 2024 Special Collections moving downtown building; considering a faculty lounge space in library for CFE to provide trainings
6. Old Business
   1. 360 reports – redacted sample sent out to senators to show feedback that is gathered
      1. Mentoring after 360 received to address any issues
      2. Only 2 people get raw data, no one else sees the raw data
      3. There are separate reports for each Dean – one from faculty & one from staff
      4. Discussion ensued regarding transparency and confidentiality of documents, could sample documents be shared with all faculty?
7. Committee Reports
   1. Academic Affairs – Senator Johnson, Chair
      1. The Academic Affairs/University Curriculum Council met Monday, November 14, to discuss new programs (maser in COEHD) and curriculum changes that need to be considered before the semester ends.
   2. Awards, Bylaws, & Elections (ABE) – Senator Dinkens, Chair
      1. Website updated for Faculty Excellence Awards, announcement went out this week, forms on website
      2. 1 form, ABE will decide who to ask for packets
      3. Encourage faculty to apply or nominate
      4. Senator Dinkins retiring Jan 15, per bylaws CONHS will appoint for reminder of term, ABE will need new chair
   3. Budget Analysis – Senator Ekici, Chair
      1. Senate members not involved in budget process; We are seeking input regarding the latest status of the budget appropriations on Employee Merit and Retention programs impacting faculty.
      2. Have requested more information
      3. Budget Department is currently busy with updating the documents for their LAR which was recently submitted in October.
      4. We are currently discussing with the **FC Committee Members** the following item:

“As posted from TAMUCC Budget Department

“[Microsoft Word - FY 2023 Revised Operating Budget - Phase II-2 4-25-2022 (tamucc.edu)](https://nam12.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.tamucc.edu%2Ffinance-and-administration%2Ffinancial-services%2Fbudget%2Fassets%2Fdocuments%2Ffy-2023-budget-instructions.pdf&data=05%7C01%7CCatherine.Harrel%40tamucc.edu%7Cdd93118672854c6389dc08dabe87b621%7C34cbfaf167a64781a9ca514eb2550b66%7C0%7C0%7C638031787323010857%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=T%2BnQhMEGwgU0ehqJbZQzdxsB9Bp2QRkRvjKwT%2BPM7i0%3D&reserved=0)”

* input requested related items on faculty pay on merit and retention.
* The changes to Phase 1 budget include the mid‐year merit adjustments; permanent adjustments approved through a DBR; permanent adjustments approved through a fiscal request, and permanent adjustments approved on a position review form.
* We are seeking access to Phase I Board Budget which was prepared by the Budget Department and submitted to TAMU System on March 15, 2022.
* We are requesting access to the second LAR Submitted in October 2022 for Legislature appropriations request.
  1. Committee on Committees – Senator Pattison, Chair
     1. Have discussed revising letter going to faculty with survey, working closely with associate deans, dividing the labor on the committee
  2. Faculty Affairs – Senator Schuchs Carr, Chair

12.03.99.C1.01 Assignment of Faculty Workload Credit

33.99.99.CO2 Assistant and Associate Deans

33.99.99.CO3 Academic Department Chairs

Motion for the following three amendments to 12.03.99.C1.01 Assignment of Faculty Workload Credit:

We amended the language in 1.6 to include the words “Dissertation in Progress” along with the mentions of Directed Independent Study and Research Courses.

We amended the language in 3.2.1 to “… workload credit for scholarship and creative activities may receive up to 12 hours of workload credit per “traditional 15-week academic semester” for scholarship and creative activity…”

We replaced term in 3.2.2 with “traditional 15-week academic semester”.

Those changes are now included in a new document Synopsis of Changes 10-28-2022. With three minor amendments to 12.03.99.C1.01, the committee would now like to call for a vote to approve the revised drafts of:

12.03.99.C1.01 Assignment of Faculty Workload Credit

33.99.99.CO2 Assistant and Associate Deans and

33.99.99.CO3 Academic Department Chairs.

Report accepted unanimously

Call for vote on 3 procedures, discussion ensued, all three pass unanimously.

Today, FA is introducing two procedures the Faculty Affairs committee has been asked to review.

* *15.05.04.C1, High Risk Global Engagements and International Collaborations*
  + New rule required by system
  + Covers Export Control review with working with other countries
* *24.01.99.C0.01, Guest Speakers, Lecturers, and Entertainers*
  + Being reviewed to ensure alignment with current practices (Event Services moved from R&I to IA)
  + Minor clerical edits

FA to meet to discuss on November 30th, with the intent of completing review and making any suggested revisions in time for a full senate vote at the December meeting.

1. Liaison Reports
   1. CPIRA – Kelli Bipert
      1. Issues finding correct contact information being rectified
      2. New IRB specialist & staff received well
      3. Receiving external independent review for office
      4. IT issues: looking at options to rectify
      5. Concerns with 360 evaluations and information for today will be shared with group
   2. Graduate Council – Isla Schuchs Carr
      1. The Graduate Council met on Thursday, November 10th via Zoom. The main issues discussed were:

* additional training for dissertation and theses advisors and students, while optional, Dr. Oliver is strongly encouraging it as many students seem unprepared or unaware of the process required by the graduate school after it is approved by their committee;
* a need to review and potentially revise their Bylaws to clarify procedures for online meetings, they are still meeting exclusively via Zoom at this time;
* a continued concern of graduate student workload and competition, as shared with Senate and the TAMU-CC Administration in a letter last May from the Graduate Council;
* concerns regarding two proposed graduate programs, with less than a week for their curriculum committee members to review and provide a full report.
  + 1. Unless pressing issues develop that require the Graduate Council to meet in December, they will forego the currently scheduled December 8th meeting and their next scheduled meeting will be January 12th, 2023, at 1 p.m. via Zoom.
    2. Report given and certified by Graduate Council Liaison Dr. Isla Schuchs Carr.
  1. IT- Lionel Cassin
     1. TAMU re-platforming beginning tonight, might impact various folks – should be complete Dec 31
  2. Staff Council – Alexandra Janney
     1. Halloween break in the day successful
  3. AAUP
     1. No report
  4. Undergrad council – Robin Jackson
     1. Looking at reestablishing
     2. Looking at 2 new core courses
  5. LMS committee – Robin Jackson
     1. Reviewing various LMS systems that are being considered

1. Provosts Comments
   1. SAMC – preparing change paperwork – to THECB for approval of change structure to separate school from CLA (includes rationale & budget); Diana Sipes will be Director, not Dean
   2. Request to include final exam link in academic calendar – in process; working to get final exam schedule done in previous semester
      1. Nursing to discuss final exam times with Missy Chapa and Dr Murphy to assign exam times
   3. Fall & Spring faculty start dates will be included in Academic calendar
   4. Spring – Jan 9 – CFE organizing professional development on student engagement in large classes
   5. Season of Gratitude – Happy Thanksgiving
      1. 95% faculty submitted mid-term grades for undergrad; 5% not submitted equates to 1500 missing grades
2. New Business

none

1. For the good of the order
   1. Island Harbor – Amazon wish list generated for students serviced by this program – please consider supporting these students by Dec 8
   2. Phi Kappa Phi – literacy drive for Zavala Elementary – purchase play do from Amazon to be shipped directly; also considering Rock Legend fundraiser in April
   3. Land acknowledgement – Optional syllabi statement available, will be shared with Senate members
2. Motion for adjournment: Senator Gevrek, Second by: Senator Chu, all approved. Meeting adjourned.

Submitted by Cathy Harrel

Secretary Faculty Senate

Note:

**Faculty Senate Committee Members**:

**Academic Affairs**

* Deniz Gevrek (COB)
* Kevin Loeffler (CLA)
* Mark McNamara (CLA)
* Robin Johnson (COEHD) - chair
* Marge Benham Hutchins (CONHS)
* Valeriu Murgulet (COSE)

**Awards/Bylaws/Elections**

* Ross Bernhardt (CLA)
* Shelly Dinkens (CONHS)- chair
* Kelli Bippert (COEHD)

**Budget Analysis**

* Mohan Rao (COB)
* Miguel Perez (CONHS)
* Celil Ekici (COSE) – chair

**Committee on Committees**

* Dale Pattison (CLA) – chair
* Antonio Medrano (COSE)
* Kelli Bippert (COEHD)

**Faculty Affairs**

* Qiuhong Zhao (COB)
* Isla Schuchs Carr (CLA) - chair
* Rosie Banda (COEHD)
* Catherine Harrel (CONHS)
* Mohamed Ahmed (COSE)