Faculty Senate Minutes

February 17, 2017

Island Hall 323

Attendance: Senators Acker, Ayarzagoitia, Blalock, Bland, Day (via WebEx), Harrel, Katz, Klaus, Kownslar, Kutil, Loveland, Martinez, Mollick, Ozymy, Reinhardt, Spaniol, Starek, Thiyagarajan, Valadez, Withers

Guests: Lionel Cassin, Ed Evans, Kevin Houlihan, Amy Aldridge Sanford

1. Speaker Ozymy called the meeting to order at 2:07 PM.
2. Speaker Ozymy moved to approve the February 17, 2017 agenda; Senator Loveland seconded. The motion passed by a show of hands vote.
3. Speaker Ozymy moved to approve the January senate minutes; Senator Acker seconded. No corrections or modifications. The motion passed by a show of hands vote.
4. Speaker’s Report
	1. Presidential Search – The search is being conducted by Parker Executive Search. Everyone received an announcement earlier this week about the open forums on Monday, February 20 (check email). Speaker Ozymy expects to attend interviews. Parker is working on the position announcement; they will provide more information about the search at the forums.
	2. Senator Araiza is unable to attend meeting today. Ozymy met with her to discuss status of Faculty Affairs issues. Houlihan & Ozymy will discuss during committee reports.
5. Guest Speaker: Mr. Lionel Cassin, Information Security Officer. Topic: Duo is coming to all faculty in late spring 2017.
	1. On April 3, 2017, all faculty and staff will need to use Duo to login to Blackboard and Banner.
	2. Mr. Cassin explained computer jargon related to identification and authentication.
	3. Single-factor authentication (username and password) is broken and is being abandoned.
		1. Passwords are too easily disclosed/shared/stolen allowing unauthorized users to access email, Banner, Blackboard, SSO and more. Problems at TAMUCC include:
			1. Phishing – TAMUCC users respond to phishing emails and provide passwords. Attackers use passwords to alter direct deposit information, send spam, or spearphish executives.
			2. Grade integrity – students steal faculty passwords and use them to alter grades.
	4. Multi-factor authentication (MFA) – requires password and a second authentication factor that is harder to share. Typically involves your smartphone. After you enter your username and password, the system sends a code to your phone via text or an app. Users enter code or confirm receipt of code on device to complete authentication.
		1. MFA used by Google, US Military (CAC), Facebook, Yahoo and many more.
	5. Duo is an MFA solution purchased by the TAMU System. TAMUS implementing Duo for Single Sign On (sso.tamus.edu).
	6. TAMUCC IT has been testing and using for more than a year. Required for VPN for some time. Eventual goal is to use for all faculty and staff for all applications that require login authentication.
	7. Key dates
		1. Now – Any user can enroll now.
		2. February 28, 2017 – if enrolled in Duo, you must use it when logging in to Blackboard or Banner starting on this date.
		3. April 3, 2017 – Banner and Blackboard will require Duo for all faculty and staff login.
		4. IT recommends that all faculty/staff enroll in Duo sometime in March to get the hang of it.
		5. There is no firm date for implementing Duo for email or workstation login; but Blackboard and Banner (including any Banner-related applications such as SAIL or Degreeworks) will require Duo on April 3, 2017.
	8. How do I get started with Duo?
		1. Choose primary authentication device. Smartphone is most common. Call -2692 to discuss other options (pre-printed codes, hardware tokens, etc.).
		2. Download Duo app on phone then go to twostep.tamucc.edu and click “Enroll or Manage Devices”.
		3. Follow prompts to enroll and register primary device (e.g., phone). Also need to register a backup device (e.g., home/office phone or iOS or Android tablets).
		4. Approximately once every 7 days, you will be asked to authenticate when you log in to Blackboard or Banner. Click “Send Me a Push” to receive code.
		5. If you don’t have a smartphone, you can configure Duo to call or text your non-smartphone to give you a code to enter or you can purchase a USB token.
	9. What’s next after Blackboard and Banner?
		1. Eventually implement for email and workstations.
		2. Technically feasible to extend to students but requires further discussion.
	10. Discussion
		1. A Senator expressed concerns about cell phone signals in Bay Hall, others noted similar concerns in OCNR and other locations. Mr. Cassin noted that the phone app would work on wireless. Report specific issues to 2692 .
		2. Several Senators expressed concerns about the short notice. Mr. Cassin indicated that TAMUCC also received short notice from TAMUS.
		3. Several Senators expressed concerns about faculty paying for text messages and tokens; especially with multiple authentications per day in each classroom/work area. Mr. Cassin noted that other authentication options don’t incur text costs. Another senator suggested faculty transition to using laptops/tablets in the classrooms so they only have to authenticate the device once per week.
		4. A Senator asked if the 7-day window applied to classroom computers. Mr. Cassin explained that most classroom/lab computers reset at the end of each day and authentication would be required again after each reset.
		5. A Senator asked about plan/process for investigating false authentication requests (push notice sent to phone when faculty member isn’t trying to log in to one of the systems). Mr. Cassin was unable to report a specific plan but recommended users call the help desk at 2692 to report such incidents.
		6. A Senator asked if the hardware tokens would be available for sale on campus. The reply was negative. Another Senator asked if there was any reason departments couldn’t purchase them in bulk for their faculty. No restrictions beyond current budgetary concerns.
6. Old Business: DUGS Amendment (Senator Kutil)
	1. The Senate should include additional representation for our colleagues that are not represented properly by any extant electoral unit.
	2. To this end, Senator Kutil moved that the Faculty Senate add “two Senators representing the Department of Undergraduate Studies and any other faculty not affiliated with an academic college” and make all relevant modifications to the Constitution, Bylaws, and other documents of the Faculty Senate as needed to incorporate the new electoral unit. Senator Katz seconded the motion.
	3. Current language in the Faculty Senate Constitution
		1. Electoral units shall be the academic colleges and the Library of Texas A&M University-Corpus Christi.
		2. The Senate shall be composed of four Senators from each college and two Senators from the Library.
		3. An Executive Committee shall have no less than five members with at least one member from each of the electoral units.
		4. Proposed changes to Constitution
			1. Electoral units shall be the academic colleges, the Department of Undergraduate Studies, and the Library of Texas A&M University-Corpus Christi.
			2. The Senate shall be composed of four Senators from each college, two Senators from the Library, and two Senators representing the Department of Undergraduate Studies and any other faculty not affiliated with an academic college.
			3. An Executive Committee shall have no less than six members with at least one member from each of the electoral units.
	4. Current language in the Faculty Senate Bylaws
		1. The Academic Affairs Committee shall be composed of one representative from each college and the library.
		2. Proposed changes
			1. The Academic Affairs Committee shall be composed of one representative from each electoral unit.
	5. After a brief discussion, the motion passed by a show of hands vote (18 for, 0 against, 0 abstentions).
	6. Ozymy will make a formal announcement to faculty on Monday and schedule two open forums for discussion. Proposed constitution/bylaws amendments will be put on the ballot during regular Senate elections in March.
		1. If faculty approve the amendments, Faculty Senate will hold a special election to elect representatives for the new electoral unit before the April meeting.
7. Committee Reports
	1. Academic Affairs (Senator Kutil):
		1. Two course approvals. Replacing the existing Topics in English class with Topics in Literary Studies and Topics in Writing Studies. Unanimous approval by Faculty Affairs committee. Senator Kutil moved to approve the changes. The motion passed by show of hands vote.
	2. Faculty Affairs (Speaker Ozymy for Senator Araiza):
		1. Voting Items
			1. 12.01.99.C0.01 – Academic Rank Descriptors for Tenured and Tenure-Track Faculty & 12.01.99.C0.04 – Descriptions of Teaching, Scholarship and Creative Activity and Service Committee found nothing problematic in either document. Unanimous approval by FA committee.
			2. 12.99.99.C3 – Designation of Graduate Faculty – clarified status at hire until 3rd year. Unanimous approval by FA with modification.
			3. 32.01.01.C0.01 – Complaint Process for Faculty – Faculty Affairs recommended minor edits to clarify difference between a concern (informal component prior to formal complaint) and a complaint (formal process). Unanimous approval by FA with modifications.
			4. 32.01.02.C0.01 – Faculty Ombuds – Faculty Affairs recommended changes to address confidentiality. Discussed changes with Piker and Houlihan. Approved by FA via email.
			5. Speaker Ozymy moved to approve all five items. The motion passed by a show of hands vote.
		2. Voting Items for March
			1. Faculty Affairs recommends holding review of 12.04.99.C0.01 Faculty Senate until April meeting. If faculty approve the DUGS amendments in March, the Faculty Senate Procedure document requires modification to align with new senate constitution and bylaws.
			2. 12.07.99.C0.01 Fixed-Term Faculty Positions – proposed contracts of 1, 2 or 3 years based on rank. Librarian document already includes 1, 2, or 3 year contract language. Interim President Quintanilla is supportive of implementing longer-term contracts. She suggested 1, 3, and 5 year contracts. Provost and deans appear to support 1, 3 and 5 year contracts (voting by Deans Council later this month).
				1. A Senator asked if these were rolling contracts that extended by one year after each successful annual review. Answer was unclear but FA can clarify language and intent.
			3. Other items for voting in March
				1. 11.03.00.C0.01 – Shortened Courses and Credit Hours
				2. 11.99.99.C0.01 – Academic Minors
				3. 13.02.99.C2.01 – Student Grade Appeals
				4. 13.02.99.C3.01 – Academic Misconduct Cases
		3. Notice and Comment Items
			1. 15.01.01.C0.01 Administration of Research – Senator Araiza will distribute proposed changes to document on Monday. Please provide comments to Senator Araiza by March 6th.
	3. Committee on Committees (Senator Katz):
		1. Committee (Senator Katz) has reviewed University Rules and Procedures to identify those that require or should require faculty senate input and other issues related to clarity of committee composition. Some issues will require modification of Academic Affairs Committees and Councils document to align practice with policies. Committee will also review and propose changes to Rules and Procedures to add or clarify faculty representation. Goal is to complete all changes this semester.
			1. A Senator requested that the committee investigate the University Research Enhancement Committee. Representatives should be elected, but dean has appointed in some colleges.
			2. A Senator requested clarification of the Graduate Council composition. Some representatives are department chairs or associate deans; is this consistent with letter or spirit of university policy. COC will review Graduate Council rules/procedures.
	4. Awards, Bylaws, & Elections (Senator Mollick)
		1. Committee received nominations for excellence awards. No nominations for Library award this year. Committee evaluated nominations and invited top candidates to submit a dossier by Feb. 24. Committee will review dossiers and recommend award winners to President in March.
		2. Case Professor Award announcement coming soon. Committee needs to verify that the external entity is giving the award this year (didn’t last year).
		3. Announcement for the Regents Professor award is coming soon.
		4. Speaker Ozymy asked about the timeline for the March elections. Senator Mollick will follow up.
			1. Senator Mollick noted that the use of election commissioners last year solved several problems and that the committee would request commissioners again this year.
	5. Budget Analysis (Senator Bland)
		1. Difficulty meeting with Tatum due to legislative session. Next meeting scheduled for “sometime in March”.
8. Provost’s Comments – (Amy Aldridge Sanford reporting for Interim Provost Guffy)
	1. Provost Office is grateful to the senate for its on curriculum & policies documents.
	2. A Senator asked how the hiring freeze would affect existing searches. Aldridge Sanford referred faculty to an email message sent by Interim President Quintanilla during the Senate meeting (3:24 PM).
9. For the good of the order
	1. A Senator expressed thanks to everyone for help with constitutional amendment; special thanks to Senator Kutil for bringing it to our attention that some faculty were not represented on senate.
	2. Senator Katz reminded everyone about the celebration for Dr. Marilyn Spencer (Regent’s Professor Award Recipient) next Thursday (3:00 to 4:30 PM in OCNR Buckley Conference Room).
10. Speaker Ozymy moved to adjourn the meeting; multiple seconds. Motions approved by voice vote. The meeting adjourned at 3:40 PM.

Respectfully Submitted

Karen A. Loveland, Ph.D.

Faculty Senate Secretary