Faculty Senate Minutes (DRAFT)

March 24, 2017

Island Hall 323

Attendance: Senators Acker, Araiza, Blalock, Bland, Day, Harrel, Kownslar, Kutil, Loveland, Martinez, Mollick, Ozymy, Reinhardt, Spaniol, Valadez, Watson, Withers

Guests: John Paul Regalado, Kevin Houlihan, Amy Aldridge Sanford, Margaret Dechant, Jeannie Gage, Ted Guffy

1. Speaker Ozymy called the meeting to order at 2:08 PM
2. Speaker Ozymy moved to approve the agenda; Senator Loveland seconded. The motion passed by voice assent.
3. Senator Kutil moved to approve the February 2017 Faculty Senate Minutes; Senator Acker seconded. No corrections. The motion passed by a show of hands vote.
4. Speaker’s Report
	1. All senators may Pick up new Faculty Senate shirts at the conclusion of the meeting.
	2. Executive Committee met with Chancellor Sharp on Wednesday.
	3. President’s search update -- applications due by May 3, airport interviews in late May, should have permanent president by July/August.
	4. Elections closed earlier today. ABE members and election commissioners counted ballots before the meeting today. Special thanks to Laura for keeping the Faculty Senate office open for voting this week. Ballot boxes came in late, but will be available for future use. Very low voter turnout. Results and other details later.
	5. Excused absence policy changes proposed by athletics to Undergraduate Council. Proposal changes language to indicate that students should be allowed to make up in advance or within two weeks after return to campus.
	6. Margaret Dechant visiting today to talk about scholarships.
	7. Speaker Ozymy recognized Kevin Houlihan regarding 6 month window for revisions to university rules and procedures following system rule change or request for system review. He noted that we still need faster turnaround. Thanks to the hard work of the senate the last 18 months, we are nearly caught up on the backlog created when turnaround was 1 year or more.
	8. Evaluation of administrators; discussed with Provost Guffy. Dr. Guffy noted that there is a policy requiring evaluation of deans and department chairs annually; associate deans and provost evaluated every other year. Request sent to PIR, surveys should be out soon.
		1. Faculty evaluations pushed back to May.
		2. A senator asked who evaluates administrators. Guffy indicated that the evaluations were sent to people who report to that person; 360 degree evaluation was proposed by was not implemented.
		3. Senator noted that faculty have no input into items used to evaluate deans and department chair; asked for opportunity to review and modify surveys to create meaningful feedback.
	9. Next month SGA wants to talk to Faculty Senate about the Midterm Grade Act.
	10. Speaker Ozymy recognized Senator Mollick to report on senate election results. Senator Mollick reiterated thanks to election commissioners: Senators Ayarzagoitia, Blaylock, Martinez, Reinhardt, and Withers for verifying election/voter eligibility and counting (and recounting) the ballots.
		1. Turnout was low because there was less competition this year. In most colleges, the number of candidates equaled the number of seats open.
		2. Results are as follows:
			1. Liberal Arts: Miguel Moreno & David Smith
			2. Business: Eugene Bland & Timothy Klaus
			3. Education & Human Development: Frank Spaniol & Corinne Valadez
			4. Science & Engineering: Cherie McCollough & Dorina Murgulet
			5. Nursing: Christi Day & Catherine Harrel
			6. Library: Edward Kownslar
			7. All candidates received more than 50% of the votes so no runoffs were required.
		3. DUGS amendment approved with 68% of the vote.
		4. Vote distribution will be posted on Faculty Senate website.
		5. Report on awards.
			1. Committee has ranked excellence awards candidates; will provide recommendations to President Quintanilla next week.
			2. Regent’s professor award applications due in April.
5. Guest Speaker: Margaret Dechant, Associate Vice President For Enrollment Management: *Scholarship Office*
	1. Ms. Dechant introduced Jeannie Gage, Director of Student Financial Assistance.
	2. Enrollment management is here to serve faculty and the campus community.
	3. Division located in round building (Student Services Center). Division involves recruitment, graduation, scholarships, also oversees welcome center and all orientation programs. Dechant called it a “perfect fit” to transition scholarship office to Enrollment Management in September 2016.
		1. Many changes ahead for Scholarship office. The President and Provost agreed to allow a consultant to review the scholarship office (3rd Coast Consulting). Consultants examined financial aid, scholarship office, recruitment, and retention. Dechant recently received report.
		2. Scholarship office to implement most suggestions by consultants. Will honor existing commitments (e.g., deadlines) during transition.
		3. How much money do we have? Office is trying to answer that question by consolidating information from multiple sources.
		4. Overall goal is to enhance efficiency of office.
		5. Recommendations
			1. House scholarships under financial aid to put funding all in one contact point.
			2. Combine scholarships with admissions so freshmen admits learn about admission and funding at the same time.
			3. Extend deadlines for freshmen to apply for scholarships.
			4. Need institutional funding allocated to transfer students. Extend current plans to transfers (if student has 3.5 GPA then provide scholarship at admission).
			5. Expand and promote Phi Theta Kappa scholarships
			6. Texas Public Education grant used to support recruitment in Coastal Bend.
			7. Target returning undergrads for retention by allowing scholarship awards to be renewed without reapplication required if student is meeting requirements.
			8. Graduate student scholarships are typically awarded by College of Graduate Studies; recommended allocation by program, need to be more competitive.
			9. NextGen scholarship management tool is lightly used; have purchased entire software. NextGen tech will visit for reimplementation with extended functionality. Currently used to collect data only; upgrade will communicate with Banner to identify students who have left or graduated so funds may be efficiently released for re-award.
			10. Feedback from University Scholarship Committee -- members were not aware of overall goals of scholarship programs; want to learn more about NextGen (want it to be less cumbersome); want to have meetings (usually done virtually/email) to encourage more collaboration.
			11. Reviewing all processes from beginning to end of scholarship award process. Will also visit with graduate studies to explore viability of collaboration; meet with scholarship committee; improve scholarship website (needs to be simplified, contain more information). Some tweaks made so far but needs a lot more improvement.
		6. Comments from Senate
			1. A senator noted that we didn’t get to 12k by accident; enrollment management is doing an excellent job.
			2. Another senator stated that the office is very responsive; would be helpful if office could meet with program coordinators to make sure they know what is available to support their recruiting efforts.
				1. Another senator asked about criteria; if we only use GPA how do we know we aren’t leaving potential high performers out (especially given HIS designation and large number of first generation students)? Criteria set by scholarship committee. Dechant said we have more data. Consultants asked why we even require application. Another senator noted that that strict GPA requirements may favor certain colleges/majors over others.
				2. A senator asked what we can offer to students now who are considering transferring; they can’t apply for scholarships since the deadline has passed. Some of these students may still be incentivized to remain. Dechant reported that the application opened again on March 15 for late applications.

A senator that we don’t reserve any funds for PSA students who weren’t rejected/waitlisted by College Station until after the deadline. (may be 1/3 of first year program biology majors who are considering leaving).

* + - * 1. A senator noted that science study abroad programs have failed due to issues with scholarship programs for study abroad programs. Dechant reported that a new coordinator is starting September 1 with significant experience with study abroad scholarships.
				2. A senator asked for a rough estimate of the total scholarship awards. Dechant reported the number was about $4 million.
1. Old Business: *Fixed Term Faculty Procedure 12.07.99.C0.01*
	1. Document is under review by Faculty Affairs Committee. Not ready for vote today; more information during committee report.
2. Committee Reports
	1. Academic Affairs: Senator Kutil
		1. MS with major in athletic training – program approved by Graduate Council; issues resolved and unanimous approval by FA committee. Senator Kutil moved to approve the program. The motion passed by a show of hands vote (one dissenting vote).
		2. Some names changes in GIS courses still awaiting approval. Bachelor of Art in Music Industriy did not pass at board level; being rewritten as concentration for future consideration.
	2. Faculty Affairs: Senator Araiza
		1. Notice and Comment item from last meeting: 15.01.01.C0.01 Administration of Research Enhancement Program. Moving forward with no substantive comments.
		2. Voting items for today.
			1. 13.02.99.C0.03 Student Grade Appeals. No issues except recommendation to move timeline information to higher level in document.
				1. A senator recommended clarification of 2.1.1 to read “at a minimum”.
				2. Araiza moved to accept document with recommended changes. Motion passed by a show of hands vote.
			2. 13.02.99.C0.03 Academic Misconduct Cases
				1. Araiza reported on a senator’s recommendation to remove Article III of the student code of conduct because the academic misconduct definitions differ between that document and the university procedure.
				2. A senator asked for clarification about syllabus language; syllabus should reference the university procedure.
				3. Senator Valadez moved to extend the meeting; Ozymy seconded. The motion passed by a show of hands vote (one dissenting vote).
				4. Houlihan said he believes the definitions belong in student code of conduct and that the university procedure should refer to that document. He also noted that we need open communication with judicial affairs. Houlihan will find out who is responsible for the definitions in the code of conduct. A senator recommended removing the definitions of terms from the university procedure.
			3. Araiza moved to accept document with recommended changes. The motion passed by a unanimous show of hands vote.
		3. 11.03.99.C0.01 Shortened Course and Credit Hours and 11.99.99.C0.01 Academic Minors no issues. Senator Araiza moved to approve both documents. The motions passed by unanimous show of hands vote.
		4. Next Meeting:
			1. Two Notice & Comment Items. 2.04.99.C0.01 Faculty Senate and 11.99.99.C3 Guest Speakers, Lecturers and Entertainers. Will be distributed for comment on March 24.
			2. Seven Voting Items. 31.99.99.C0.01 Academic Department Chairs; 31.99.99.C09.02 Assistant and Associate Deans; 12.99.01.C0.01 Faculty Development Leave; 15.01.01.C0.02 Administration of Sponsored Agreements; 15.01.01.C0.01 Administration of Research Enhancement Program; and, 31.01.99.C0.01 Approval of Supplemental Pay and Dual Employment.
			3. Other Items: Expecting 12.07.99.C0.01 (sent to PAPs for comment; language related to fixed-term positions problematic) and 31.08.01.C1 sometime in April. May discuss if other levels review and approve in time.
	3. Committee on Committees: Senator Loveland for Senator Katz
		1. Speaker Ozymy moved to extend the meeting; Araiza seconded. Motion passed by a show of hands vote.
		2. Committee meeting next week to review faculty representation on committees and councils.
		3. Faculty Interest survey sent to faculty on March 23.
			1. A senator recommended the committee consider specifying representation by the new electoral unit (DUGS) in review of committee representation.
	4. Awards, Bylaws, & Elections: Reported earlier.
	5. Budget Analysis: Senator Bland
		1. Committee frustrated with inability to meet with Tatum; Provost Guffy reported that Tatum is especially busy due to active legislative session.
		2. Faculty had no input in decisions related to summer budget.
3. Provost’s Comments
	1. Summer Budget – Provost Guffy stated that he has never worked for a college that gave faculty input into the summer budget.
		1. Senate v. house proposed budget cuts; 28% from senate, approximately 5.3% from house. Senate down to 10% at last information. Should end up between 5 and 10% cut in budget.
	2. Non-tenured/terminal degree faculty should be able to receive 1, 2 or 3 year contracts (or 1, 3, or 5 year contracts as per senate discussion of fixed-term faculty positions document). FA should make recommendations. Proposed procedure limits contract terms to one year for faculty that do not hold a terminal degree. Dr. Guffy indicated that President Quintanilla is willing to consider applying the extended term contracts to lecturers/instructors and even adding ranks within the lecturer/instructor classification.
		1. A senator asked about ranks and terminology. Recommended considering new names. Should also consider promotion steps for non-terminal degree holders.
		2. Senator Valadez moved to extended the meeting; Senator Withers seconded. The motion passed by a show of hands vote.
4. For the good of the order – decisions about summer school have been made and deans given budget numbers. Working with department chairs to create schedules that meet the needs of students.
5. Adjourn – Senator Loveland moved to adjourn the meeting; Speaker Ozymy seconded. The motion passed by a show of hands vote.

Respectfully submitted,

Karen A. Loveland

Faculty Senate Secretary