Faculty Senate Minutes

September 16, 2016

Island Hall 323

2:00-4:00 p.m.

Attendance: Acker, Araiza, Ayarzagoitia, Blalock, Bland, Harrel, Katz, Klaus, Kownslar, Kutil, Loveland, Martinez, Mollick, Ozymy, Reinhardt, Spaniol, Thiyagarajan, Valadez, Watson, Withers.

Guests: Marilyn Spencer, Ben Soto (for John Regalado), Kelly Quintanilla, Kevin Houlihan.

1. Call to Order – Speaker Ozymy called the meeting to order at 2:07 PM.
2. Approval of Agenda – Senator Katz moved to approve the Faculty Senate agenda; Senator Klaus seconded the motion. The motion passed by voice vote.
3. Guest: Marilyn Spencer
   1. Salary survey – Dr. Spencer stated that the annual faculty salary survey is in the 4th year. She requested Senate endorsement of the survey. Dr. Spencer noted that they have applied for IRB modification and expect approval by October.
      1. Dr. Spencer provided senators with a copy of a research paper based on results of previous salary surveys (“I Can’t Get No Satisfaction: The Power of Perceived Differences in Employee Intended Retention and Turnover”). She also offered to provide a summary of future survey results to senate.
   2. Senator Loveland moved to endorse the faculty salary survey; Senator Katz seconded the motion. The motion passed by voice vote.
4. Speaker’s Report
   1. President Killebrew’s retirement announcement – Speaker Ozymy asked Provost Quintanilla to share what she knew. She indicated it was a surprise to the President’s Cabinet members. She outlined three different processes for three other president searches in the system and indicated she did not know which process might be used at TAMUCC.
   2. New faculty orientation survey – Speaker Ozymy reported that results should be available by next senate meeting.
   3. Active shooter training -- held on September 9. Speaker Ozymy sent a reminder to faculty about the next training on September 23. He also noted that faculty can view several good active shooter training videos online.
   4. Texas Council of Faculty Senates – Speaker Ozymy will attend the meeting next month.
   5. Ombuds position – “off to a good start”. Speaker Ozymy asked senators to remind colleagues of the availability of this resource.
   6. Senate budgets – Speaker Ozymy provided handouts of the proposed and final Senate budgets for FY 2015-16, and the final 2016-17 Senate budget.
      1. The total FY 2016-17 Senate budget is $17,920.
   7. Guest -- Kevin Houlihan – Academic and Administrative Compliance Manager.
      1. Provided senators with a handout illustrating the rules and procedures approval process at TAMUCC. Mr. Houlihan explained that rule/procedure changes are triggered by a TAMU system update. After the responsible department revises the related TAMUCC policy/rule document, revisions to academic rules/procedures are then reviewed by Dean’s Council, Faculty Senate and the President’s Cabinet. Academic Affairs rules/procedures approval process. Changes to most University procedures are published after PC approval; changes to University rules and some procedures (typically employment-related procedures) are reviewed by system’s legal counsel with final approval from OGC prior to publication.
      2. Questions about approval process should be directed to Mr. Kevin Houlihan (361.825.3461 or kevin.houlihan@tamucc.edu).
      3. A senator asked about outdated faculty handbook procedures, outdated academic policies, and people locating old policies using Google search. Mr. Houlihan reported that changes to the way documents are organized/published has solved most problems. Outdated rules/procedures may still appear on other sites if someone made a copy; please report such incidents to Mr. Houlihan’s office.
      4. A senator asked about updates to College rules/procedures. Mr. Houlihan reported that his office is working on identifying those rules/procedures and giving colleges six months to review & update College rules/procedures following University/System-level updates. His office is also working to compile a list of rules/procedures that require a College procedure/rule to facilitate future reviews/updates at the college level.
      5. Provost Quintanilla apologized in advance for returning procedures/rules to Senate that we had already reviewed. She noted that many documents in her office were “a mess” and in some cases it wasn’t possible to determine which version was final or even if it had been reviewed. She decided to just start over with some of the procedure/rules reviews.
5. Committee Reports
   1. Academic Affairs (Senator Kutil)
      1. Changes in timelines for catalog copy – now due on February 1. Most proposals will come to senate for November meeting; that meeting will be “rather intense”.
      2. AA Review – two to three committee members review each proposal and report to committee. If committee vote is unanimous, the proposals are brought to senate for quick approval. Proposals that require more discussion/review are presented separately as Senate discussion items.
      3. Action Item: Marriage, Couple, and Family Counseling Certificate Program – no issues at academic affairs, unanimous approval of committee.
         1. A senator asked about approval after it leaves senate. Provost Quintanilla indicated that new certificate programs require approval by System and by DoE for financial aid purposes.
         2. A senator asked about faculty review & approval at the department/college level. Senator Kutil reported that routing forms require both to sign off. SACS requires department/program approval; approval of the entire college faculty is not generally required though College curriculum committee approval is required.
         3. A senator asked if this program was approved by the department faculty. A senator from the department reported that his department voted to approve this proposal.
         4. Motion to approve Marriage, Couple, and Family Counseling Certificate Program by AA committee was passed by voice vote.
   2. Faculty Affairs (Senator Araiza) – Provided handout summarizing five “Notice & Comment” items and four “Discussion” items (first reading). Documents available on I-drive.
      1. Notice & Comment items – See handout for summary of committee comments & questions. Senators to provide comments to Senator Araiza within one week.
         1. 11.08.99.C1 – Award of Posthumous Degrees.
         2. 15.99.06.C1 – Use of Biohazards in Research, Teaching and Testing.
         3. 15.99.07.C1 – Use of Vertebrate Animals in Research, Teaching and Testing.
         4. 11.99.99.CO.02 – Co-Curricular Services for Minors.
         5. 01.01.11.CO.01 – Review and Approval of University Rules and Procedures. Committee recommended changing to discussion and voting item due to concerns about changes affecting Senate role and time frames for review.
      2. Discussion Items (First reading, discussion and vote at next Senate meeting). Senator Ariaza will send email requesting feedback on these items within two weeks.
         1. 12.01.99.C0.06 – Faculty Dismissals, Administrative Leave, Non-Reappointments and Terminal Appointments. Committee had questions about Section 4.1 and with varied time frames.
         2. 12.03.99.C1 – Faculty Workload. Committee had questions about removal of word “committee” from Section 2.1.
         3. 12.03.99.C1.01 – Assignment of Faculty Workload Credit. Committee noted issues with Section 3.1 (definition of “large lecture classes”) and Section 4 (providing faculty with specification of workload allocation).
         4. 31.05.01.C1 – Faculty Consulting, External Professional Employment and Conflicts of Interest. Committee members expressed concerns about Sections 4.4, 4.5, and 4.6.
   3. Committee on Committees (Senator Katz) – Grievance pool is filled, but committee believes the pool is too small. Committee to investigate procedure to increase size of pool. Some faculty are upset when they complete the interest survey and aren’t assigned to a committee. We generally have greater number of interested faculty and openings on committees.
   4. Awards, Bylaws, & Elections (Senator Mollick) – committee had online discussion of outstanding first year advocate. Applications due by September 29th. Announcement for the Piper Professor Award to go out Monday with applications/nominations due in October.
   5. Budget Analysis (Senator Mollick reporting for Senator Bland) – Following usual process, committee waited for the census date to schedule a meeting with Terry Tatum to obtain and discuss current budget figures. Appointment to be scheduled next week with preliminary report at next Senate meeting.
6. Provost’s Comments
   1. Active shooter training – most recent feedback was not positive. Video did not work and issues with new trainer. Phones in classroom are verified as functional; they are still working on solutions for making classroom doors lockable.
   2. OCNR white boards to be fixed slowly. Will be starting with three next month.
   3. Second elevator in Bay hall coming soon.
   4. Hispanic Heritage Month – kudos to faculty staff for creating events. Senator Araiza discussed importance of speakers scheduled this year (Cisneros, Mendez).
7. For the good of the order
   1. Senator Mollick noted that system policy makes appointment of a President the sole discretion of board. He stated that we should protect our interests and be as involved as possible in selection of next president.
   2. Faculty expressed concerns about identifying correct person for reporting minor issues/concerns/suggestions. Provost Quintanilla said that she would identify a method for collecting this information.
   3. Several senators expressed concerns about parking issues on campus this term.
   4. A Senator reiterated that the new Department of Undergraduate Studies needs representation on the Faculty Senate. ABE to investigate; executive committee will discuss before next meeting.
8. Adjourn – Senator Valadez moved to adjourn the meeting; Senator Withers seconded the motion. The motion passed by voice vote. The meeting adjourned at 3:54 PM.