Faculty Senate Retreat: Business Meeting

August 21, 2017

University Center, Rooms 142 A/B

Meeting Minutes (Draft)

Attending: Katelijne Acker, Glenn Blalock, Eugene Bland, Lisa Comparini, Vanessa Crocker, Cristi Day, Catherine Harrel, Timothy Klaus, Edward Kownslar, Karen Loveland, Laura Martinez, Cherie McCullough, Joseph Mollick, Miguel Moreno, Dorina Murgulet, Kimberly Reinhardt, Elizabeth Shope, David Smith, Frank Spaniol, Corinne Valadez, Joshua Watson, Kim Withers

Absent: Magesh Thiyagaranjan

Guests: Amy Aldridge-Sanford, Kevin Houlihan and Andy Piker

Dr. Spaniol called the meeting to order at 9:03 a.m. He welcomed everyone back and reviewed the agenda. All attendees introduced themselves.

**Speaker’s Report**: Spaniol said that he met with President Kelly Quintanilla and reported that Quintanilla would like the Senate’s involvement on these issues:

**⇨** Developing a plan for salary equity/compression: Spaniol said that the Senate would form either a talk force or a committee to study this issue. They would analyze the CUPA data.

**⇨** Revising and implementing the post-tenure review process and adding merit to that process.

**⇨** Summer school strategy: Defining the rules within the colleges to ensure fairness.

**⇨** Faculty-Staff tuition benefits: Quintanilla would like to include summer to increase the total number of classes to six (two for fall, two for spring and two for summer).

**⇨** ECDC: Faculty members would like to have priority in enrolling their children in the school. The university will discuss this issue when they re-negotiate the next contract with CCISD.

Spaniol reported several other issues:

**⇨** He is serving on the search committee for the next Provost.

**⇨** He would like to sponsor a Past Speakers’ Luncheon and at least one faculty forum.

**Parliamentarian Procedures**: Corinne Valadez, the Senate’s Parliamentarian, reviewed procedures from Roberts Rules of Order on how to run meetings more efficiently. Spaniol also gave other recommendations, including putting time limits on guest speakers.

**Action Item**: Faculty Affairs

Catherine Harrell reviewed the proposed documents that the Faculty Affairs Committee approved by vote during the summer. She also sent those documents to the entire Senate by email before the retreat. Drs. Amy Aldridge-Sanford and Kevin Houlihan discussed the background of the documents and answered questions. They also discussed the curriculum review process and the proposed changes with the new University Curriculum Committee.

\*\* The Senate voted unanimously to approve the documents from Faculty Affairs.

**Committee Meetings**: The senators met with their assigned committees at 10:45 a.m. to discuss goals for the academic year. The committee chairs reported on their goals:

**⇨** Academic Affairs: Valadez said that the committee would focus on curriculum, posting grades on Blackboard, examining standards for admissions and other issues.

**⇨** Awards, Bylaws and Elections: Mollick said that they will discuss how to conduct elections with paper and online ballots (and to prevent double-voting). He will talk to Catherine Mason from Institutional Research about using Qualtrix.

**⇨** Budget and Finance: Bland stated that the committee had several goals, including meeting with Terry Tatum to discuss the budget process; analyzing salary compression and equity; the costs of post-tenure reviews; and the costs of summer school.

**⇨** Committee on Committees: Smith said that they would like to publicize the university committees to the junior faculty members to get them more involved at an earlier time. They will also try to get the librarians more involved on university committees.

**⇨** Faculty Affairs: Harrell said that the committee caught up on discussing procedures, and they will start discussing more procedures this year.

The meeting adjourned at 11:30 a.m. for the New Faculty Orientation and Lunch Session. Spaniol and Andy Piker, the University’s Ombudsman, were the guest speakers.

The luncheon and orientation concluded at 12:45 p.m.

Submitted 8/22/2017 by Edward Kownslar, Faculty Senate Secretary.