**2018-2019 Faculty Senate Annual Report**

**Dr. Frank Spaniol, Speaker**

**Dr. Miguel Moreno, Deputy Speaker**

**Dr. Katelijne Acker, Secretary**

**I. Academic Affairs – Dr. Corinne Valadez, Chair**

The Academic Affairs Committee continued to use Curriculog for catalog review. A total of 368 course additions, program changes, and course changes (260 undergraduate, 108 graduate) were approved during 2018-2019. In addition, all members of Academic Affairs served on the University Curriculum Committee, chaired by the Academic Affairs Chair.

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| --- | --- | --- | --- | --- | --- | --- |
| **College** | **Course Deletions** | **Hours** | **Course Additions** | **Program Changes** | **Course Changes** | **Misc.** |
| COB – Undergraduate Programs | - | - | 5 | 4 | 4 | - |
| COB – Graduate Programs | - | - | - | 1 | - | - |
| COEHD – Undergraduate Programs | - | 2 | - | 2 | 27 | 2 |
| COEHD – Graduate Programs | - | - | - | 4 | 15 | - |
| COLA – Undergraduate Programs | 12 | - | 40 | 27 | 30 | - |
| COLA – Graduate Programs | 18 | 1 | 6 | - | 1 | 1 |
| CONHS – Undergraduate Programs | - | - | 26 | 1 | - | - |
| CONHS – Graduate Programs | 4 | 3 | 2 | 2 | 4 | 3 |
| COSE – Undergraduate Programs | - | 4 | 36 | 13 | 22 | - |
| COSE – Graduate Programs | 4 | 1 | 15 | 8 | 15 | - |
| UCCP | - | - | - | 3 | - | - |
| TOTALS | 38 | 11 | 130 | 65 | 118 | 6 |

Recommendations from the committee for the upcoming year include the following:

1. University Curriculum Committee meets on a monthly basis rather than twice a semester.
2. Meetings of the UCC be specific to colleges or undergraduate/graduate level.
3. Implement a review process similar to the IRB. Items such as correction of typos should not require full review by the committee.
4. Provide an explicit flow chart of the curriculum approval process for faculty.

**II. Faculty Affairs – Ms. Cathy Harrell, Chair**

The following university rules and procedures were reviewed by the committee-some were notice and comment, while others received a full vote from the Senate.

- 01.01.99.C0.01, Review and Approval of University Rules and Procedures

- 11.99.99.C0.05, Certification of Degrees- returned to deans

- 13.03.99.C0.01, Academic Scholarships

- 13.03.99.C0.02, Athletic Scholarships

- 13.99.99.C0.04, Incapacitation or Death of a Student

- 12.04.99.C0.01, Faculty Senate

- 12.06.99.C0.01, Post-Tenure Review

- 13.99.99.C0.04, Midterm Grades

-11.10.99.C0.01 Development of Academic Degree Programs **N&C**

-11.10.99.C0.04 Distance Education Programs **N&C**

-11.10.99.C0.02 Development of Certificate Programs **N&C**

- 08.01.01.C1, Civil Rights Compliance

- 08.01.01.C1.01, Student Pregnancy and Parenting Support

- 08.01.01.C1.02, Student Sexual Assault Incident Coordination

- 08.01.01.C1.03, Request for Religious Accommodations

- 08.01.02.C0.01, Reasonable Accommodation Requests for Employees and Applicants

- 08.01.02.C0.02, Accommodations at University Facilities and Events

- 08.01.02.C0.03, Service and Emotional Support Animals

- 11.99.99.C0.05, Certification of Degrees

- 21.05.01.C0.02, Endowed Faculty Positions

-15.99.01.C1 Use of Human Subjects

-12.99.99.C0.03, Designation of Graduate Faculty **N&C**

-15.01.05.C0.01, Finance and Administrative Costs of Extramural Projects

-1.01.08.C1, Merit Pay

-31.01.08.C1.01, Merit Pay for Faculty

-12.02.99.C0.01, Tenure

-33.99.04.C0.02, Promotion of Tenured and Tenure-track Faculty Members

-33.99.04.C0.04, Promotion of Fixed-term Faculty Librarians

-33.99.99.C0.02, Performance Reviews of Full-time Faculty Members

-13.02.99.C0.03, Student Grade Appeals

-13.02.99.C0.04, Student Academic Misconduct Cases

-13.02.99.C0.05, Students' Role and Participation in Institutional Decision Making – **N&C**

-15.01.03.C1, Financial Conflicts of Interest in Sponsored Research – **N&C**

-31.05.01.C1, Faculty Consulting

-33.99.08.C0.02, Graduate Assistants – **N&C**

-41.01.01.C0.01, Use of University Facilities – **N&C**

-13.02.99.C0.01, Student Complaints Regarding Faculty

-13.02.99.C0.02, Student Complaints Regarding Staff/Employees

-13.04.99.C1, Student Travel – **N&C**

-13.04.99.C1.01, Student Travel – **N&C**

-34.02.01.C1, Drug and Alcohol and Rehabilitation Programs – **N&C**

-34.07.01.C0.02, Academic Continuity Planning

Resolution for Health Assessment Requirement

**III. Committee on Committees – Dr. David Smith, Chair**

* The Committee on Committees this year brought the Faculty Committee Survey into control by the Faculty Senate and the CoC and will be responsible for its content and administration moving forward. There were 181 responses to the survey this year and we have roughly 70 appointments and recommendations to fulfill for the coming academic term.

**IV. Awards/Bylaws/Elections – Dr. Miguel Moreno, Chair**

* Made announcements, collected applications and ranked candidates for different awards and made recommendations to the Provost and President.
* Senate Elections were conducted according to the constitution and bylaws using electronic technology (i.e., Qualtrics).
* Guided changes to the bylaws and constitution.
* ABE committee provided guidance to the senate, its officers and members to make sure that senate actions and procedures were in compliance with the senate constitution and bylaws.

**V. Budget Analysis – Dr. Dorina Murgulet, Chair**

* Proposed and continuously engaged in the analysis and solutions to offer tuition assistance to graduate students through meetings with the Provost and Vice President for Academic Affairs, Dr. Clarenda Phillips and Interim Dean of Graduate Studies, Dr. Karen McCaleb.
* Engaged in analysis of budgetary issues affecting faculty through meetings with the Provost and Vice President for Academic Affairs, Dr. Clarenda Phillips.
* Proposed inclusion of faculty representation on the budget development process and discussed potential solutions.
* Brought concerns and questions of faculty related to university finances and budgets to Provost and Vice President for Academic Affairs, Dr. Clarenda Phillips.

**VI. Noteworthy Accomplishments**

* Worked with administration to implement a faculty salary merit and equity plan that resulted in the following:
  + Increased raises for promotion to associate professor ($5,000) and full professor ($7,000).
  + The option of receiving a fixed amount promotion raise or the median benchmark salary for the new rank, whichever is greater.
  + Raises for successful Post Tenure Review for associate ($2,500) and full professors ($5,000).
* A Faculty Survey of governance items was conducted and responses will be made available to the 2019-2020 Faculty Senate for discussion and consideration.
* Hired a new Administrative Associate (LaNiece Tucker).