

2019-2020 Faculty Senate Annual Report

Dr. Miguel Moreno, Speaker
Dr. Bethanie Pletcher, Deputy Speaker
Dr. Katelijne Acker, Secretary

I. Academic Affairs – Mr. Sean Britt, Chair

The Academic Affairs Committee continued to use Curriculog for catalog review. A total of 354 course additions, course deletions, program changes, new programs, and course changes (238 undergraduates, 116 graduate) were approved during 2019-2020. In addition, all members of Academic Affairs served on the University Curriculum Committee, chaired by the Academic Affairs Committee Chair. The UCC addressed proposals by particular colleges at each of 2 meetings, then held a third meeting for additional changes across all colleges in the Fall, then met twice for a few new proposals in the Spring.

College	Course Deletions	New Programs	Course Additions	Program Changes	Course Changes
COB – Undergraduate Programs	-	1	-	7	3
COB – Graduate Programs	-	-	1	3	1
COEHD – Undergraduate Programs	1	-	13	6	30
COEHD – Graduate Programs	-	-	8	12	14
COLA – Undergraduate Programs	-	-	17	25	22
COLA – Graduate Programs	1	-	26	5	10
CONHS – Undergraduate Programs	-	2	16	2	-
CONHS – Graduate Programs	-	-	-	-	-
COSE – Undergraduate Programs	7	1	22	14	28
COSE – Graduate Programs	-	-	14	3	21
UCOLL	-	-	-	6	12
TOTALS	9	4	117	83	141

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

1. University Curriculum Committee meets on a monthly basis in the Fall, then as needed in Spring.
2. Transition from Curriculog to Courseleaf for future review.
3. Work with Office of Academic Affairs to establish better protocols for communication with relevant faculty and administrators to attend UCC meetings.

II. Faculty Affairs – Dr. Lisa Comparini, Chair

The following university rules and procedures were reviewed by the committee:

September

- 09.02.99.C0.01, *University Name and Indicia Usage*
- 09.02.99.C0.02, *Branded Items*
- 09.02.99.C0.03, *Commercial Filming, Videography, and Photography*
- 11.99.02.C0.01, *Conduct Requirements for Admissions Applications and Transcripts*
- 12.03.99.C1, *Faculty Workload*
- 12.03.99.C1.01, *Assignment of Faculty Workload Credit*
- 12.06.99.C0.01, *Post-Tenure Review*
- 13.03.99.C0.01, *Academic Scholarships*

October

- 12.01.01.C1, *Tenure*
- 26.01.99.C0.01, *Tuition and Fees*
- 33.99.99.C0.05, *Children and Dependent Adults in the Workplace*

November

- 12.99.01.C0.01, *Faculty Development Leave*
- 12.99.99.C0.02, *Faculty Attendance at University Commencement*
- 33.05.02.C0.01, *Required Training for Employees and Affiliates*
- 12.01.99.C0.03, *Responsibilities of Faculty Members*
- 33.99.08.C0.02, *Graduate Assistants*
- 24.01.99.C0.01, *Guest Speakers, Lecturers, and Entertainers*

December

- 12.01.99.C0.05, *Faculty Dismissals, Administrative Leave, Non-Reappointments, and Terminal Appointments*
- 12.99.01.C0.02, *External Faculty Fellowships and Award*
- SPOUSAL HIRE policy proposed by a group of faculty

January – none

February

- 12.06.99.C0.01, *Post-Tenure Review*
- 13.03.99.C0.03, *Institutional Scholarships*
- 17.01.01.C0.01, *Faculty-Authored Textbooks and Other Educational Materials*
- 33.99.04.C0.02, *Promotion of Tenured and Tenure-Track Faculty Members*
- 61.99.99.C0.04, *Social Media Guidelines*

March - April

- 13.99.99.C0.01, *Course Examinations and Study Week policy*
- 32.01.01.C0.01, *Complaint and Appeal Process for Faculty Members*

- 32.01.01.C0.02, *Faculty Ombudsperson*
- 34.05.99.C1, *Tobacco, Smoke, and E-Vapor Free Environment*

III. Committee on Committees – Ms. Emily Metcalf, Chair

The Committee on Committees this year examined and reworked the process for appointing faculty to the Faculty Hearing Committee Pool. With the help of Speaker Moreno and Kevin Houlihan the appointment process has been randomized and language in University Rule 12.01.C0.06 and University Procedures 32.01.01.C0.01, and 12.01.99.C0.02 have been reviewed and adjusted to reflect any changes in the Faculty Hearing Committee Pool appointment process or eligibility.

The annual Faculty Committee Interest survey was distributed, with a high rate of completion by respondents. Of the 229 respondents, 193 completed 100% of the survey with only 10% (24) completing less than 50% of the survey. These responses will be used to help make recommendations for the 111 openings on campus committees. This 111 reflects the total number of vacancies and ending terms of faculty. It should be noted that some of these faculty may want to renew their service on a committee for another term, meaning the survey responses will not be needed to find a replacement.

IV. Awards/Bylaws/Elections – Dr. Bethanie Pletcher, Chair

- Awards:
 - Made announcements, collected applications and ranked candidates for awards (Regents Professor, Faculty Excellence Awards) and made recommendations to the Provost and President.
 - Revised Faculty Excellence Awards dates and made adjustments to criteria and eligibility.
 - Made adjustments to due date (to ABE and to Provost) for Regents Professor Award.
- Bylaws:
 - 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.
- Elections:
 - Conducted Senate elections according to the constitution and bylaws using Qualtrics.

V. Budget Analysis – Dr. Dorina Murgulet, Chair

- Brought concerns and questions of faculty related to university finances and budgets to Vice President for Finance and Administration, Mrs. Jaclyn Mahlmann.
- Engaged in analysis of budgetary issues affecting faculty through meetings with the Vice President for Finance and Administration, Mrs. Jaclyn Mahlmann.

- Proposed and continuously engaged in the analysis and solutions to offer tuition assistance to graduate students through meetings with the Vice President for Academic Affairs, Mrs. Jaclyn Mahlmann and the Dean of Graduate Studies, Dr. Karen McCaleb. A plan to offer at least 3 and up to 5 tuition fellowships to each terminal graduate degree program was rolled out in January 2020, with awards to begin in Fall 2020.
- The budget committee agrees that faculty senate should be appraised of the "Financial State of the University" as part of the shared governance. In order to achieve this objective, the budget committee requested the University administration provide the following information for last 15-20 years, and, projections, if any:
 - Revenue: sources of TAMUCC revenue including various heads and subheads.
 - Expenditure: how we are spending our money including various heads and subheads.
 - Budget Allocation Process: how we are allocating money across different heads/subheads.
 - Fixed/Capital Expenditure and Variable Cost: allocation information should be provided.

This information was received mid-April. The budget committee conducted an initial evaluation of the data and requested more detailed information regarding the formula funding. Once all the requested data are received, the committee will start the analyses and will provide suggestions for consideration by the upper administration.

- Proposed and consistently engaged in any potential solutions to include faculty representation on the budget development process and discussed potential solutions. This is work in progress, but the committee hopes that following our analyses of the multiyear University budget for the past 20 years, and our recommendation by the end of 2020, faculty will be more involved in this process.

VI. Noteworthy Accomplishments

- Advocated successfully for Graduate Student Vouchers
- Worked with faculty to draft and propose a new policy on Spousal Hire. The policy was approved by Faculty Senate and passed on to administration.
- Worked with Administration to address various hot button issues such as
 - Notices of Appointment letters
 - Attacks by skunks and raccoons on campus
 - The impact of new parking policies and procedures
 - The impact of the covid-19 crisis
- Through the work of the Budget Analysis committee, the faculty senate received financial details and to develop a strong relationship with the VP of Finance and Administration and the newly hire Chief Budget Officer, Rosanne Gorny.