Attending: Bippert (via WebEx), Boham (via WebEx), Britt, Changchit, Comparini, Davis, Deis, Frost, Hernandez, Lee, McNamara, Metcalf, Moreno, Murgulet, Pletcher (via WebEx), Starek, Waheeduzzaman.

Absent: Acker, Bernhardt, Bird, Dinkens, Silliman, Warga, Zhao

Ex-Officio and Guests: Amy Aldridge Sanford, Michelle Singh (Ed Evans Proxy), Franklin Harrison, Clarenda Phillips.

1. Call to Order: Miguel Moreno called the meeting to order at 2:00 p.m.
2. Approval of Agenda: Mark McNamara moved to approve the agenda and Don Deis seconded. Agenda was approved.
3. Approval of August 2019 Minutes: Chuleeporn Changchit brought forth a few corrections. Mark McNamara moved to approve the agenda and Don Deis seconded. Agenda was approved.
4. Guest Speakers:

* Andy Benoit, Vice President, Enrollment Management.

Topic: Fall Enrollment

* Marilyn Spencer, annual Faculty Salary Survey update and request.

1. Speaker’s Report:
   1. Getting everyone to use blackboard

1. 12.01.99.C0.03 Responsibilities of Faculty Members

2. TEACHING EXPECTATIONS

* 2.6 For each course taught, utilize the university’s approved learning management system to post syllabi, instructor contact information, course grades (via the gradebook), and other requirements as stated in the college handbook.
  1. Getting everyone to return homework to students in a timely manner.

1. Old Business:
   1. Search committee for the college of Nursing & Health Science Dean

* Comments on the Dean profile draft were collected
* Waiting on search firm for next steps and details.
  1. Fixed Term Faculty Task Force
* Looking at comparison school policies
* Speaker Moreno met with President- suggested an instructor pathway for masters prepared NTT faculty
  1. Master Plan Discussion with contract company (Freese & Nichols)
* EC will meet on Monday morning (10am-11am)
* Master Planning Interview Questions-17 items
  1. Appointment letters
* Distributed during the fourth week of September
* TT Faculty who were promoted or successfully passed PTR received CUPA information in their NOA even when the fixed amount was awarded.
* Faculty Senate and the Administration have made real progress in combating salary compression and the Administration has been generous and committed to showing their appreciation to faculty.
* Somme NTT Faculty who worked hard to earn a promoted are disappointed that CUPA benchmark was not an option as expected based on the email that was sent out from the Academic Affairs on October 2, 2018.

“Non Tenure-Track Faculty

* + - * 1. Promotion to Associate Professor-Candidate will receive a 5, 000 salary increase or the median salary for the new rank based on salary benchmark data, whichever is greater.
        2. Promotion to Professors- Candidate will receive a 7, 000 salary increase or median salary for the new rank based on salary benchmark data\*, whichever is greater”
  1. Faculty Handbook
* Currently, it is the only place where the policy regarding attending commencement is found
* The Dean’s Council’s recommendation is to create a university procedure regarding commencement
* Other than three pieces (general information, retirement, and tamus\_employee\_benefits), the rest of the Faculty handbook references and links to other university level procedures and rules.
* Motion to cancel Faculty Handbook- Donald Deis motion to cancel the Faculty handbook. Mark McNamara second. Motion Approved**.**

1. Committee Reports
   1. Academic Affairs (Sean Britt):
      1. Reviewed: Expedited Review; Liberal Arts; Nursing &Health Science; University College
      2. Introduced: Expedited Review; Science & Engineering; Liberal Arts; Business; Education & Human Development
   2. Faculty Affairs (Lisa Comparini):
      1. Reviewed
         1. University Name and Indicia Usage
         2. Branded items
         3. Commercial Filming, Videotaping, and Photography
         4. Assignment of faculty workload credit
         5. Faculty Workload
         6. Post- Tenure Review
         7. Academic Scholarship
         8. Approval of the 8 policies: All in favor, Motion to approve
      2. Emergency Agenda item (2/3rd majority required for deliberation and passage)
         1. Conduct requirement for admissions applications and transcripts
      3. Introduced
         1. Tenure
         2. Tuition and fees
         3. Children and Dependent Adults in the workplace
   3. Awards, Bylaws and Elections (Bethany Pletcher):
      1. An all staff email “Blast” was sent about the Piper Award. The Piper award is due on October 15, 2019.
      2. An all staff email “Blast” will be sent out about the Faculty Excellence Awards on October 15, 2019.
      3. Faculty Senate Awards website is updated with information about: Creative Activity, Research and Scholarly Activity, Service Teaching, Teaching Innovation, and Librarianship.
      4. Nominations are due November 15th
      5. Final applications aren’t due until February 15th
   4. Budget Analysis (Dorina Murgulet):

No report at this time.

* 1. Committee on Committees (Emily Metcalf):
  + Committee still hasn’t met
  + Currently working on reassessing the way that people are put in the Faculty hearing pool. Hoping to have a draft procedure to help clarifying how people are put in the pool, etc.

4:00pm: Motion to extend the meeting: Dorina Murgulet motion to extend meeting and Mark McNamara second.

1. Liaison Reports:
   1. Staff Council (Frank Harrison): reminded Faculty on the Faculty & Staff social on Oct17. In IH.

* Currently working on Salary Survey
* Wellness committee is asking for support. Please help enforce “Vaping Band” No Vape smoking on campus. Please help encourage Student /Staff to smoke in Smoking zones. New smoking signs will be distribute around campus. There is 13 smoking areas on campus (A map can be found online)
  1. (Kevin) A town Hall Meeting is currently being schedule to discuss vaping and address how to enforce rule. (Students will be addressed by the Student Conduct Office, Staff will be addressed by Supervisors, and Police will not get involved.
  2. CPIRA (Mike Starek): October 21st starts “Research Week”

Research forum is Weds October 16th 5:00pm-7:00pm

* 1. ITDEC (Michelle Singh)
* Thanks everyone for participating in the 2nd annual digital strategy symposium had over one hundred and thirty faculty attend.
* There will be mini workshop in the Spring semester- Date-TBA
* Seeking Faculty to sit on a few important review committees
  + - * 1. Learning management services committee
        2. Proctoring services
        3. Creating a university centralize software committee
        4. Observation room committee

Noted: *A link will be sent out to Speaker Moreno to forward along to Faculty Senate*

* Academic Digital Research Center- A course within your black board list. It designed as a one stop shop for all academic information.
* The Digital Accessible Module will go out next week (Oct 21-Oct 25)
* Cyber security awareness module will go out at the end of the month.

1. Faculty can printout token codes from your phones (10 at one time) or a token USB ( I.T will be giving away 50-75 tokens away during Cyber security month, Faculty will receive an alert from the ADRC)

* The National Distant Learning Week- November 4th-8th
* Digital Accessibility Day- November 6, Workshops will be held at different locations throughout the University.
* Data Science- will start with media practice on Data Science and in addition they will have a mini grant where they will offer $2,000 to support research as long as its two different academic disciplines working together to move the Data Science goal.

1. Provost’s Comments (Clarinda Phillips):
2. Dr. Phillips reminded Senators to take the facility survey
3. TAMU-CC Faculty Promotion Funding Procedure: Effective FY 2019 and for the current six-year cycle, when a tenured of tenure-track faculty member receives a promotion or successfully completes post-tenure review (PTR), their salary will be assessed in relationship to College and University Professional Association (CUPA) salary data from the university-approved list of 12 peer institutions based upon the data available during the budget process*.* If their salary is below the median based on CUPA data, their salary will be increased to the median or they will receive the applicable promotion salary increase noted below, whichever is greater. If their salary is at or above the median based on CUPA data, their salary will be increased by the applicable promotion salary increase noted below*.*  This is in addition to any merit award based on satisfactory performance evaluations.

If a faculty member receives an *unsatisfactory* rating during the post-tenure review, he or she will be given a *Professional Development Plan* and no increases will be considered at that time. If the faculty member successfully completes the *Professional Development Plan*, he or she is only eligible to receive two-thirds (67%) of the PTR award amount, or two-thirds of the amount that would raise their salary to the median CUPA benchmark, whichever is greater.

Each spring semester, the Provost will prepare the promotion list with salary adjustments.  When the promotion list with salary adjustments is approved, the deans will enter the new information into the Workday merit process.  This approved list will be provided to the Budget Office for confirmation of entry in Workday and the budget.  Please note, a review of the 12 peer institutions will be done by the Provost with President’s Cabinet approval every six-years. The next review of peer institutions for promotions will be effective FY2025.

1. Faculty Promotion Equity Adjustments for Tenured and Tenure-Track Faculty *(as of FY 2019):*

* Assistant to Associate:  $5,000
* Associate to Full:  $7,000
* Post Tenure for Associate Professors:  $2,500
* Post Tenure for Full Professors:  $5,000

1. Full-time Non-Tenure-Track Faculty Equity Adjustments:

* Clinical Track Faculty
* Clinical Assistant to Clinical Associate Professor:  $5,000
* Clinical Associate Professor to Clinical Professor:  $7,000
* Professional Track Faculty
* Professional Assistant Professor to Professional Associate Professor:  $5,000
* Professional Associate Professor to Professional Senior Professional:  $7,000
* Research Track Faculty
* Research Assistant Professor to Research Associate Professor:  $5,000
* Research Associate Professor to Research Full Professor:  $7,000

\*\*Visiting Faculty, Instructors, and any similar position(s) are not eligible for a promotion equity adjustment.

1. For the Good of the Order:

The Cost of Poverty Experience (COPE) is coming back to our campus. COPE will be held on Saturday, October 12th from 10:00AM- 12:30PM the UC Anchor Ballrooms. There will also be free continental breakfast available at 9:30AM in the Anchor Lobby.

COPE is an immersive role-play learning experience that offered participants an opportunity to gain a glimpse into the lives of individuals and families in our communities that face poverty every day. Through this experience, participants will experience obstacles that are faced, the decisions that are made, and the consequences that impact these individuals and families daily. Participants will walk away with a deeper understanding of the impact that poverty can have on individuals and families in our communities.

Faculty & Staff Social: Island Hall 139 on Thursday, Oct17:5pm-6:30pm- All attendees receive a free ticket to the TAMUCC vs. SHSU volleyball game which starts at 6:30pm.

Active Threat Response Training (Simulation): Anchor Ballroom on Monday, Oct28: 2 pm – 4 pm. RSVP link will be sent soon.

Giving Tuesday: Dec. 3 (target = 50 faculty)

* The event is Tuesday, December 3rd. We’ll start with a light breakfast and a group picture at 8am and then head out to the morning locations.
* Registration is October 16 - No. 1st (8:00am) on-line at givingtuesday.tamucc.edu
* WE have 30 different volunteer shifts this year. We have added a number of new locations including the USS Lexington, Botanical Gardens, and the Boys and Girls club to Name a few. And, we’re returning to some of the past locations including Glen oak Therapeutic Riding Center, the Salvation Army store, the Coastal Bend Veterans Cemetery, and kids Against Hunger, as well as several others.
* The shifts vary starting at 9:30am. The lengths of shifts also vary, but some are 1.5-hrs, 3-hrs and longer. Individuals can check the Giving Tuesday website for a description of the location and the shifts that are available. Several of the locations have limited space so we really encourage people to sign up early.
* We have shifts in the morning, afternoon, all day (in Rockport for hurricane cleanup) and even an early evening event that begins at 5:30pm.
* If someone can’t go off campus, we also need volunteers to assist with the Fresh Food Distribution Day through Izzy’s pantry. This will occur on campus in the morning on Dec. 3rd.
* Participants will receive a t-shirt that we would like them to wear on the day of the event.
* The type of work we will be doing includes light maintenance, decorations for the holidays, organizing and sorting donations, debris clean up, painting…a little bit of everything.
* Contact person: Dr. Kelli Smith

1. Adjourn: Abu Waheeduzzaman moved to adjourn Mark McNamara seconded. Meeting adjourned at 4:11 PM