Attending: Acker, Bippert, Boham, Bird, Britt, Changchit, Comparini, Davis, Frost, Hernandez, Lee, McNamara, Metcalf, Moreno, Murgulet, Pletcher, Rao, Silliman, Starek, Waheeduzzaman, Warga, Zhao.

Ex-Officio and Guests: Amy Aldridge Sanford, Ed Evans, Franklin Harrison, Kevin Houlihan, John LaRue, Catherine Rudowsky, Michelle Singh.

1. Call to Order: Miguel Moreno called the meeting to order at 14:02.
2. Approval of Agenda: James Silliman moved to approve the agenda and Abu Waheeduzzaman seconded. Agenda was approved.
3. Approval of January 24, 2019 Minutes: Abu Waheeduzzaman moved to approve the agenda and Mohan Rao seconded. Minutes were approved.
4. Guest speakers:
   1. John LaRue, Chief Compliance Officer for the University, spoke regarding the administration’s response to cats and wildlife on campus.
      1. Feeding cats is restricted to members of the Cat Club.
      2. The Cat Club is represented on a newly formed Safety Committee.
      3. There are an estimated 69 cats on campus and 47 are fixed.
      4. Many cats are adopted or taken to the Cattery.
      5. During Islander Launch the fact that the campus is NOT a cat sanctuary and that cats are NOT an integral part of the TAMUCC experience is made clear.
      6. The long-term goal is to have NO cats on campus.
   2. Dean Catherine Rudowsky and AVP Michelle Singh presented the QEP iKnow Campaign.
5. Speaker’s Report:
   1. CONHS Dean search: recruitment phase was extended.
   2. Fixed term faculty task force is finalizing recommendations. They are due to the provost in March.
   3. There is a concern regarding shared governance related to the graduate student support plan. Graduate coordinator can give input but none is sought from elected faculty representation.
   4. Parking:
      1. Parking and Transportation Committee will meet on February 17.
      2. Speaker met with faculty and deans to discuss implementation concerns
   5. There are concerns about shared governance as there has been minimal input from faculty/staff/students on the plan. It appears that the effects on community relations were not considered.
   6. There are concerns about transparency and efficient communication.
   7. Jaclyn Mahlmann, VP for Finance and Administration, will present an update in March.
   8. Expectations of faculty with 9-month contracts:
      1. Faculty service beyond the 9-month contract should be recognized.
      2. A concern is that some faculty completely disregard communication attempts by the university, related to student issues, outside the 9-month timeframe.
   9. HEAF (Higher Education Assistance Funds) details were requested. The amount available to the provost is a concern. The following data were shared but members of the Budget committee requested to allow more time for analysis before they share their findings. 1 million in 2016 and 2017; 900K in 2018; 300K in 2019 and 100K in 2020.
   10. Starfish Expansion. Course progress reports will be requested between February 17 and 24th. Response is highly encouraged, even if it is only to submit a minimal report.
6. Old Business: none
7. Committee Reports:
   1. Academic Affairs (Sean Britt):

* + 1. The committee introduced one new program: BS in Sports Management
    2. University Curriculum Committee will meet on 2/25
    3. Updates on Courseleaf to come.
  1. Faculty Affairs (Lisa Comparini):
     1. The committee introduced the following five policies.
        1. *12.06.99.C0.01, Post-Tenure Review.*

Revised to align with system policy that requires a development plan for an unsatisfactory rating in any category (not just the overall rating)

* + - 1. *13.03.99.C0.03. Institutional Scholarships.*

New procedure based on *13.03.99.C0.01, Academic Scholarships* created by Enrollment Management to address institutional scholarships

* + - 1. *17.01.01.C0.01, Faculty-Authored Textbooks and Other Educational Materials.*

Revised to align with a new system regulation (number changed)

* + - 1. *33.99.04.C0.02, Promotion of Tenured and Tenure-Track Faculty Members.* This is not up for a full review at this point as the revisions are clerical in nature with the purpose of aligning this with the recently revised tenure rule.
      2. *61.99.99.C0.04, Social Media Guidelines.*

Edits to clarify Marcom’s role in social media accounts and address IT security/accessibility concern

* + 1. Clerical edits to accommodate the library’s and University College’s unique organizational structures were made.  Since these are minor edits needed to include these newer areas, they do not require formal approval.  The following edits were applied to a batch of 14 procedures:
       1. Changing “colleges” to “academic units”
       2. Adding “/supervisor” to the “department chair” references
       3. Removing “college” from the phrase “college dean”

The 14 revised procedures are:

1. 12.01.99.C0.02, Academic Freedom
2. 12.99.01.C0.01, Faculty Development Leave
3. 12.99.99.C0.01, Recruitment and Appointment of Faculty
4. 12.99.99.C0.02, Faculty Attendance at University Commencement
5. 13.02.99.C0.01, Student Complaints Regarding Faculty
6. 15.01.01.C0.01, Administration of the Research Enhancement Program
7. 15.01.05.C0.01, Finance and Administrative Costs of Extramural Projects
8. 21.05.01.C0.02, Endowed Faculty Positions
9. 31.01.99.C0.01, Approval of Supplemental Pay and Dual Employment
10. 31.05.02.C0.01, External Employment
11. 31.08.01.C1, Faculty and Staff Emeritus
12. 33.99.03.C0.02, Performance Reviews of Academic Administrators
13. 33.99.08.C0.02, Graduate Assistants
14. 34.07.01.C0.02, Academic Continuity Planning
    1. Committee on Committees (Emily Metcalf):
       1. University committee on committees met.
       2. A survey to report on/about committees will be sent out to assess the need for each committee.
       3. Faculty Interest Survey to be sent out in March
       4. There is an “affordable tools” committee and a FS representative is needed.
    2. Awards, Bylaws and Elections (Bethany Pletcher):

Election Schedule was sent out. Mikaela Boham will run the elections. Open seats and election officers for each college have been identified. Voter list to be sent out for review. Dates are as follows:

Nominations accepted: March 5th at 9 am through March 18th

Voting will be from March 23rd through March 27th

* 1. Budget Analysis (Dorina Murgulet):
     1. $10,000 was allocated to install hydration stations
     2. Crosswalks on campus will be elevated to slow cars down. No timeframe was given.

1. Liaison Reports:
   1. Staff Council
      1. Collaborating with FS in concerns about parking issues.
      2. Please encourage faculty to vote for staff excellence awards on iEngage.
   2. CIPRA: The committee invites everyone to bring their research related questions and problems to their representatives them. The committee is here to help.
   3. P&T committee provides recommendations to the provost. There are no radical changes and the recommended changes should be helpful for all.
   4. Institutional Effectiveness Council for Academic Units:
      1. SACSCOC on site visit will be Feb 25th -27th
   5. WEAVE will be updated to its newest version: cloud hosted, more intuitive, all on one page, linked to single sign on. Amy Aldridge Sanford explained that the deans make a report from the WEAVE data that is sent to the provost and the provost then writes the Academic Affairs Report based on those.
   6. ITDEC:
      1. A best practice in digital education workshop will be held. This is a faculty partnership opportunity.
      2. The Data Science community of practice has selected its first cohort.
      3. eLearning strategic plan: identifying a path forward for online learning at TAMUCC. Consultant will be on site for a visit Feb 17th t-19th
2. For the Good of the Order:

Ed Warga announced the research café to be held on Feb 18th at 11:30 am Lunch will be served.

The FS group photo will be distributed.

1. Adjourn: Emily Metcalf moved to adjourn. Motion passed. Meeting adjourned at 15:53