1. Call to Order: 2:02 p.m.
   Attendance:

<table>
<thead>
<tr>
<th>Senators</th>
<th>Senators</th>
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</table>
   | Bernhardt, Ross | Johnson, Philip | X
   | Bippert, Kellie | Loika, Elizabeth | X
   | Bird, Chris    | McNamara, Mark | X
   | Bonnette, Randy | Metcalf, Emily | X
   | Britt, Sean    | Pattison, Dale | X
   | Changchit, Nikki | Perez, Miguel | 0
   | Dinkens, Shelly | Pletcher, Bethanie | X
   | Edwards, Davey | Rangel, Pablo | X
   | Ekici, Celil   | Rao, Mohan | X
   | Greene, Pam    | Schuchs Carr, Isla | X
   | Hernandez, Patricia | Waheeduzzaman, Abu | X
   | Hollenbaugh, Michelle | Zhao, Chang | X

2. Approval of Agenda: Senator Bonnette made a motion to approve the agenda. Senator Waheeduzzaman seconded. The motion passed.

3. Approval of October 8 meeting minutes (posted in calendar invitation). Senator Johnson made a motion to approve. Senator Hernandez seconded. The motion passed.

4. Guest Speakers
   a. Chief Gutierrez, University Police Department (UPD) – Topic: Campus Safety
      Chief Gutierrez described how faculty, as the leader when teaching a face-to-face class, sets the tone for environmental safety. He provided examples of how to phrase questions to someone who enters the classroom but may not belong. If a call is placed to the UPD, it is important to give the dispatcher as much information as possible so when someone from UPD arrives, they are aware of what has transpired. A representative from the UPD is available to talk with departments and/or colleges about classroom safety.
   b. Suzanne Bonds, Licensed Professional Counselor, University Counseling Center (UCC) – Topic: Responding to Distressed Students
Ms. Bonds provided a handout outlining available services, including online services, screening tools, UCC phone number, and hours of operation. She explained what happens if a call is placed to the UCC outside of business hours. The UCC was able to implement telehealth services to meet student needs during the pandemic. A representative from the UCC is available to present to departments and/or colleges.

5. Speaker’s Report
   a. Merit Guidelines
      i. Employees who were reclassified, promoted, or transferred into a new position on or after June 1, 2021, are not eligible for merit.
         1. This does not apply to faculty who were promoted in accordance with 33.99.04.C0.02 Promotion of Tenured Faculty Members or 33.99.04.C0.04 Promotion of Fixed Term Librarians
   b. Faculty Senate (FS) website updates
      i. Appreciation was expressed to Deputy Speaker Hollenbaugh and her graduate assistant Isabel for their work to update the FS website.
   c. Mascot update – The Speaker referred to Senator Johnson, a member of the committee
      i. The Mascot Committee is still working on possibilities.
      ii. Renderings have been presented to the committee by a company hired to work on the mascot development.
      iii. Izzy as the name will likely stay.
      iv. A non-gender specific mascot continues to be a strong recommendation, however, there was concern by members of the committee that the proposed mascot was gender-specific.
      v. Student, donor, and faculty focus groups will be convened to provide responses and feedback.
      vi. One suggestion is a female mascot. The rationale relates to the representation of the student population and the potential for national recognition.
      vii. The Speaker asked Senator Bonnette, also a member of the Mascot Committee, and Senator Johnson to draft a letter with concerns. The Speaker will take the letter when she meets with President Miller.
   d. Academic calendar
      i. There are ongoing issues related to extra days in the Spring 2022 semester.
      ii. Deputy Speaker Hollenbaugh, a member of the Calendar Committee.
      iii. The Speaker indicated the concerns are being presented to the Provost.
      iv. The Speaker indicated she expected an emanent e-mail from the Provost.
      v. The President’s Cabinet (PC) is the voting entity. The calendar draft is submitted by the Academic Calendar Committee to the PC.
   e. Student recruitment
      i. Faculty are encouraged to be thinking about what kinds of recruitment might work well.
      ii. Clarification is needed regarding what types of assistance are available to faculty who are willing to engage in recruitment efforts.
      iii. Advantages of a marketing/recruitment program involving faculty were acknowledged.
      iv. Senators were asked to collect information about student recruitment from their constituents.
   f. Online Program Implementation
i. See TAMU-CC Online Program Plan for a description of this committee’s work. Catherine Rudowsky, Dean of the Library, is the chair of this committee.

ii. Amy Aldridge-Sanford, Associate Provost, talked about the diversity across colleges in terms of the percentage of online degree offerings, the overall university goals for online and blended offerings for degrees, and the need to further evaluate core curriculum. She indicated there is recognition that faculty would require training, specifics not yet completely clear, additional resources need to be identified. The need to attract and retain international students in this overall context was mentioned. Fall 2021 a historic high level of enrolled international students was achieved. Subcommittees are being formed to address a range of specific areas.

iii. As part of this team, the role of the Speaker will be related to faculty development and advocating for faculty regarding the amount of time required to transition courses and programs to hybrid and online settings.

**g. Dean and Director searches**

i. There will be a transition of the COSE to two colleges: The College of Science (COS) and the College of Engineering (COE).

ii. Searches for deans for COS and COE will begin late fall.

iii. The Speaker will be on both search committees and will discuss with COSE Senators what they are looking for in a dean.

iv. The Speaker will also serve on the internal search for a Director of the School of Arts, Music, and Communication (SAMC).

**h. Follow-up with Chancellor Sharp regarding tuition assistance for faculty and staff across the A&M System:** The Speaker will collaborate with Sharmeen Ahmed for this follow-up.

**i. Meeting with AAUP leadership on 11/10/2021**

i. The Speaker met with Kelly Bezio and Scott Johnson on November 10. There was a productive discussion about issues that were presented at the AAUP meetings in September. The Speaker will continue to work with AAUP on common concerns and communicate with FS on items related to adjuncts, notices of appointment, enrollment/retention/recruitment, the pay for women and people of color, and I-CARE issues.

ii. Kelly Bezio and/or Scott would like to join FS meetings and share liaison reports from AAUP.

**j. Faculty Senate and Staff Council Program Specialist update – Brenton Day reported the position has been posted. With the change in title and job description, the individual will be able to take on more responsibility including website development.**

6. **Old Business**

a. **ECDC**

i. If anyone has “stories” related to difficulties with research in CCISD, please share with the Speaker (anonymously) so that she may share with President Miller.

ii. The Speaker has a meeting scheduled next week with Dean Scott to discuss these matters.

7. **Committee Reports**

a. **Academic Affairs – Senator Metcalf presented for Senator Britt.**

i. The University Curriculum Committee (UCC) met on October 21st and voted on the items introduced at the October FS meeting, which were sent
out prior to the October meeting and are uploaded in the I-drive. All items on that list were passed by the UCC with the exception of the program change to Early Childhood Education, MS, which was pulled from the voting list prior to the meeting and will be revised and resubmitted in the future. The updated list for a vote today can also be found in the I-drive and was distributed in advance to the FS by Senator Britt.

ii. A motion came from the committee to approve all items from the I-drive. There was no discussion. The motion to approve the items passed.

iii. Streamlining of the catalog process. Senator Britt has been working with the Speaker, Amy Aldridge-Sanford, and Jenny Vela to further improve the catalog review process. A proposed workflow that will allow proposals submitted in July to be published in the catalog by the following June was sent with the items to be voted on. This workflow change requires some changes to the UCC schedule, but ongoing work to transition to Courseleaf as the curriculum management software will facilitate the proposed change. More updates will be provided in December.

b. Awards, Bylaws, & Elections (ABE) – Senator Hollenbaugh
   i. Piper Award – The committee reviewed submissions, selected one of the candidates, and forwarded their recommendation.
   
   ii. Faculty Excellence Awards – Nominations are due by November 24.
   
   iii. Regents – There has been a concern regarding the low number of nominees. An earlier due date will be established. If there is an insufficient number of submissions, the date will then be extended and there will be efforts to recruit more submissions.

   iv. UC Senators’ appeals. The committee approved the two senators’ appeal. Each will serve the full term to which they were elected.

   v. By-Laws and Constitution changes – work currently in progress:
      1. Regarding ex-officios
         a. P. 3 Constitution
            i. Current wording: The Provost/Vice President for Academic Affairs, the Assistant to the Provost, and other members of the campus community specified in the Faculty Senate bylaws shall be ex officio, non-voting members of the Senate.
            
               ii. Recommend change to: The Provost/Vice President for Academic Affairs, a designated representative from Staff Council and Information Technology, the Ombuds, and the Academic and Administrative Compliance Manager shall be ex-officio, non-voting members of the Senate.

         b. P. 9, Chapter VII By-Laws
            i. Current wording for Ex Officio Representatives: The Provost/Vice President for Academic Affairs, the Vice Provost, the Assistant Vice President for Academic Affairs, and the Assistant to the Provost shall be ex officio, nonvoting members of the Senate. Additionally, a designated representative from Staff Council and a designated member of CPIRA shall be an ex officio, non-voting member of the Senate for a
1-year term. All ex officio representatives may address the Senate from the floor.

ii. Recommend change to: The Provost/Vice President for Academic Affairs, a designated representative from Staff Council and Information Technology, the Ombuds, and the Academic and Administrative Compliance Manager shall be ex-officio, non-voting members of the Senate. All ex officio representatives may address the Senate from the floor.

2. Changes to the Constitution regarding the Department of Undergraduate Studies (DUGS) is being addressed.

3. Addition of 4 Senators next year – 4 from COS and 4 from COE
   a. The Committee is working on wording regarding the distribution of representation, using CLA and SAMC as the current example, wanting to ensure fair representation and wording that would be applicable not only with the current situation but to future changes as well.
   b. Discussion led to consensus, colleges would determine distribution or allocations for representation. Each college would need to notify the ABE committee of allocation decisions. ABE conducts the elections and needs the allocation distribution information for the election process.

c. Budget Analysis – Senator Ekici
   i. Budget Advisory Committee (BAC) updates were provided by Senator Rao in Senator Ekici’s place. Senator Rao indicated the BAC was given information about formula funding and asked to make strategic suggestions to minimize loss. More specific information was requested by FS. Senator Rao agreed to forward additional information.

d. Committee on Committees – Senator Hernandez
   i. Professor Christina (Tina) Ybarra will now serve as a faculty representative on the Electronic and Information Resources Accessibility Committee (EIRA committee).
   ii. There were three faculty vacancies in the Honorary Degree Recommendations Committee, from CLA, CONHS, and COSE. These vacancies have been filled. Professor Julissa Cotten from CLA, Dr. Christina Murphey from CONHS, and Dr. Ping Jung (Charlene) Tintera from COSE will now be serving on the Honorary Degree Recommendations Committee.

e. Faculty Affairs – Senator Johnson
   i. A motion was made from the committee to approve five items introduced in October:
      1. 15.99.06.C1, Use of Biohazards in Research, Teaching, and Testing
      2. 15.99.07.C1, Use of Vertebrate Animals in Research, Teaching, and Testing
      3. 11.99.99.C0.02, Co-Curricular Services to Minors
      4. 33.05.02.C0.01, Required Training for Employees and Affiliates
      5. 61.99.99.C0.02, Web Presence
   During the discussion, Senator Johnson reviewed the changes recommended by the committee. The motion to approve these five items passed.
ii. A motion was made from the committee to approve two items previously introduced:

1. 33.99.04.C0.02, Promotion of Full-Time Faculty Members
   a. Hold-over from discussion in October
2. 32.01.01.C0.01, Complaint and Appeal Process for Faculty Members
   During the extensive discussion, a detailed account of the recommended changes and rationales for the changes was provided by Senator Johnson on behalf of the committee. Kevin Houlihan provided further clarification. The motion passed.
3. A motion was made from the committee to approve 12.06.99.C0.01, Post-Tenure Review with the recommended changes. There was extensive discussion regarding this item. Much of the discussion centered on the language related to dismissal and the training needed for department chairs. AAUP position was shared. Risks were identified. There was a suggestion to review processes used by other universities.

Senator Bippert made a motion to extend the meeting time an additional 15 minutes. Deputy Speaker Hollenbaugh seconded. The motion passed.

4. Senator Waheeduzzaman made a motion to table the decision on 12.06.99.C0.01, Post-Tenure Review. Senator Rao seconded. In the discussion of this motion, Houlihan indicated he as well as the Provost would be available to meet with the committee. Senators were asked to seek input from their respective constituents. Senators were reminded, the policy is posted in the I-drive for review. The motion to table the decision passed.

iii. Senator Johnson introduced items planned for review in preparation for discussion and vote in December. The items are in the I-drive as well as TEAMS where comments/suggestions can be shared. Senators are strongly encouraged to review and comment within the TEAMS option

   1. 26.01.99.C0.01, Tuition and Fees
   2. 33.99.03.C0.02, Performance Reviews of Academic Administration
   3. 33.99.08.C0.01, Student Employment
   4. 33.99.08.C0.02, Graduate Assistants
   5. 33.99.08.C0.03, Student Internships

8. New Business
   a. COB Senator to fill in for Senator Rao
      Senator Rao will be taking Faculty Development leave during Spring 2022. Deniz Gevrek has been appointed to FS to serve in his place.
   b. Speaker Pletcher’s meeting with Chris Navia, the new Chief Diversity Officer
      i. Recruitment strategies for faculty was the main focus of the discussion.
         1. Faculty outreach and recruitment topics:
            a. Posting sites
            b. Early recruitment
            c. Looking at the past few years of finalists and faculty hires
            d. Revising hiring guidebook for faculty
            e. Training hiring committees/selection of hiring committee members
c. Faculty access to recreation Sports facilities – Senator Bonnette
   i. Senator Bonnette reported on the numerous options available for faculty and staff with fees. Tennis is one option currently not available. However, that is expected to change. The outdoor track is available to students only through the athletic department. Websites were provided for additional details on a range of available options, including classes.
   ii. [https://tamucc.campuslabs.com/engage/organization/recreationalsports](https://tamucc.campuslabs.com/engage/organization/recreationalsports)
   iii. [https://www.tamucc.edu/rec-sports/index.php](https://www.tamucc.edu/rec-sports/index.php)

d. Research software issues in COSE – Senator Rangle met with Ed Evans, Sr. Associate & CIO
   i. There is a Research Computing Committee that needs to include an engineering perspective. Senator Rangel is willing to serve on that committee to contribute an engineering perspective.
   ii. Senator Rangel was introduced to Mr. Joshua Gonzalez the leader of the Computing Committee.
   iii. There was discussion about the IT infrastructure and staffing.
   iv. There is a recommendation to consider developing a way to give administrative permission to students supervising research laboratories.
   v. Mr. Evans suggested the possibility of creating a research consultant or specialist position to work with the IT department to analyze and determine the evolving research community needs.
   vi. Focused training for faculty was another area identified for further development.
   vii. The formation of a task force was recommended with an overall aim is to identify ideas and requirements that allow research work to flourish.
   viii. Senator Rangel is the point of contact, representing FS.
   ix. Senator Rao explained additional needs for IT support related to creating and making videos accessible as online education expands.

Senator Bippert made a motion to extend the meeting. Deputy Speaker Hollenbaugh seconded. The motion passed.

The Speaker determined the next two items will be moved to the December FS meeting:
   e. Online course review – waiting on a response regarding email from AA on 2/12/2021.
   f. Joint meeting with Staff Council

9. Liaison Reports
   a. CPIRA – Senator Ekici – no report
   b. Graduate Council – Senator Schuchs Carr
      i. Concerns regarding the pace of the IRB submission process were identified and questions were raised regarding an investigation into the issues. Deputy Speaker Hollenbaugh encouraged anyone with concerns go directly to their college IRB representative or to Rebecca Ballard so specific details can be clarified that would make follow-up more feasible.
   c. IT – Ben Soto
      i. There will be a transition to one drive. A message has been sent to all. Refer back to this message for instructions. The service desk is available to assist.
      ii. Transition from WebEx to ZOOM for spring. There is no automatic sync feature. WebEx recordings will need to be saved manually.
      iii. Interfolio – Amy Aldridge-Sanford reminded FS of the migration of information from Digital Measures to Interfolio. Interfolio is expected to be open by December 1. Training will be available. Related to this, Wendy
Benderman will be moving to the Executive Administrative Assistant position for the University President. She will continue her current position to ensure the transition to Interfolio.

d. Staff Council – Brent Day
   i. Policies related to employee betterment are being reviewed.
   ii. T-shirts for Tuesday Bluesday will be sold for $15.00. The funds raised will support Dorothy Yeater scholarships.
   iii. Staff Council web pages are being updated.
   iv. The toner recycle project is being reevaluated.

e. AAUP - Scott Johnson
   i. AAUP is a resource for Faculty Senate. There are some overlapping areas of functioning and interests between FS and AAUP. There are also distinctly separate areas of functioning.

f. Course Evaluation Committee – Senator Changchit
   i. Historically, a low number of responses to course evaluations are received.
   ii. The committee is working to improve the language and decrease misinterpretation.
   iii. Faculty have responded with useful feedback.
   iv. A survey was sent to students to gather input about why they do not complete the course evaluations. Awaiting that input.
   v. Summer 2022 is the target for implementing the revised evaluation survey

10. Provost’s Comments – Amy Aldridge-Sanford indicated there was nothing to add at this time.

11. For the good of the order
   a. Faculty and Staff Reading Day Social December 2– RSVP information available from the Center for Faculty Excellence.
   b. Suicide Prevention event – Deputy Speaker Hollenbaugh provided a flier with information on suicide prevention training and further explained the grant which is funding the training initiatives. Training is available to departments, programs, and colleges. It is available to staff, faculty, and students.
   c. Women in Higher Education Conference – Senator Hernandez encouraged everyone to see the flier that was made available and save the March 2022 date.
   d. Midsummer Night’s Dream is currently playing and will run through next weekend.
   e. Registration for Giving Tuesday ends today (November 12).
   g. TAMU-CC Night at the Ice Rays – Thursday, December 9
      i. Students, staff, and faculty can RSVP for themselves and up to four guests on I-Engage here: https://tamucc.campuslabs.com/engage/event/7600049
      Tickets can be picked up in Student Activities in UC 218.
   h. International Education Week is next week, beginning November 15 with a kick-off event at noon in Anchor Ballroom.
   i. Land Acknowledgement Statement – Dale Pattison announced this will be coming to new business for the December FS meeting.
   j. Congratulations to Speaker Pletcher, recipient of the Digital Innovator Award.

12. Adjourn: Senator Metcalf made a motion to adjourn at 4:37 pm.

Submitted by Pam Greene
Secretary, Faculty Senate