

TAMIU Faculty Senate Meeting  
December 7, 2018; WHTC Rm 125

- I. The meeting was called to order by the Faculty Senate President, Dr. Ken Tobin at 12:10 p.m.
- II. *Roll Call:* Dr. Kenneth Tobin, Dr. Lola Norris, Dr. Marvin Bennett, Dr. Frances Rhodes, Ms. Kimber Palmer (for Dr. George Clarke), Ms. Malynda Dalton, Dr. Puneet Gill, Dr. Gilberto Martinez, Dr. Neal McReynolds, Dr. James Norris, Dr. Leonel Prieto, Dr. Marivic Torregosa, Dr. Oswaldo Zapata Correa
- III. The minutes of the November 2, 2018 Senate meeting were approved.
- IV. Old Business

1. Adding a reference to the TAMIU Emeritus Policy in the Handbook.

The Senate voted and approved unanimously to add a reference to TAMIU Rule 31.08.01.L1 (Granting of Emeritus Status) to the Faculty Handbook on page 31, item #4 of the Handbook.

2. Language for Faculty Survey of Support Services to be executed this Spring.

Three Survey questions were presented to the Senate:

- A. Describe how the support areas at TAMIU (e.g. OIT, HR, Parking, etc.) have either helped or hindered your research.
- B. Describe how the support areas at TAMIU (e.g. OIT, HR, Parking, etc.) have either helped or hindered your teaching.
- C. Describe how the support areas at TAMIU (e.g. OIT, HR, Parking, etc.) have either helped or hindered your service.

After discussion it was decided to add 'Purchasing and Registrar' to the questions. This questionnaire was referred to the Senate Academic Oversight Committee for implementation early in the Spring.

3. Expanding Faculty Handbook language regarding course releases (specifically release time for non-research activities).

It was mentioned that there is nothing specific in the Handbook that addresses release time for non-research activities.

This statement was presented to the Senate for consideration:

"Any reduction in the standard teaching load has to be justified by administrative assignments or a unique and time-consuming feature of a faculty member's assigned courses. The chair, the dean, and the provost must approve in writing all course reductions in advance of the first day of class for a semester. A course reduction for any of these reasons should be equivalent to approximately 135 hours per semester (equivalent to 45 hours of face-to-face time, plus 90 hours for course preparation/grading/student interactions). Course releases may be granted on a case-by-case basis under exceptional circumstances. Possible rationales for non-research related releases include but are not necessarily restricted to the following situations: inordinately large class sizes, excessive number of new course preparations, teaching multiple writing intensive courses, administrative responsibilities, etc. Note that releases are not granted based on a single course but are evaluated based on the entirety of an individual faculty member's load."

It was agreed that this statement should be tabled until the Handbook Committee has had a chance to compare it to the TAMIU Rule that is already present (12.03.99.L1 Faculty Academic Workload and Reporting Requirements).

#### 4. New Handbook language for Graduate Faculty.

The Senate was presented by the Graduate Council with a total rewrite of the Graduate Faculty description within the Faculty Handbook (the section beginning on page 58 of the Handbook).

This was also referred to the Handbook Committee for review prior to submitting it for a faculty vote.

#### 5. Proposed Academic Calendar for 2019-2020.

A proposed Academic Calendar for 2019-2020 was presented to the Senate (see attachment). There was much concern expressed that this proposed calendar would disrupt lab-based courses that are taught over multiple days. After much discussion the Senate unanimously passed a resolution that we (faculty) have a full week of classes for the last week of class in each semester in order to have time to properly finish classes and labs before final exams begin.

### V. Committee Reports

1. Academic Oversight Committee: did not meet.
2. Budget and Finance Committee: did not meet.
3. The University Ethics Committee: did not meet.
4. The Committee on Creation, Composition, and Responsibilities of Committees: did not meet.
5. The Awards Committee:

Dr. Lola Norris reported that she sent a reminder to the deans and to faculty that we begin the process of nominating faculty as potential award recipients. Also a list of faculty is currently

being compiled who can be classroom observers for the Distinguished and Outstanding Teacher Awards.

6. The Handbook Committee:

Ms. Dalton reported that the Handbook Committee did meet and reminded the Senate that the Handbook does specify that "no individual shall be compelled to serve on more than a total of three committees at any given time." This issue has come up repeatedly in regards to promotion, tenure and PPE issues. Also, that the Handbook does not contain descriptions of 'ad hoc' committees for either the Senate or the University. Finally, we are still waiting on the decision concerning the language for course releases to be included in the Handbook.

7. The Assessment Committee:

Dr. Torregosa presented to the Senate a revised copy of the Administrator Evaluation questions (see attachment). A concern was raised about the anonymity of the process, since it is conducted internally through OIT. There were also concerns expressed about the short timeline and the number of reminders to faculty before and during the evaluation period. It was generally agreed that these concerns should be approached and the results be reported to the Senate early in the Spring semester.

8. The Distance Education and Instructional Technology Committee:

Dr. James Norris reported that we had a low attendance for Distance Education Week and it was suggested that this event be moved to earlier in the semester to help increase attendance.

9. The Technology Advisory Committee: see attached report.

10. Fixed-Term Promotion Committee:

Mr. Gutierrez presented the Senate with a listing of all the identifiable ranks within all the colleges (see attachment). The next step will be to find out what the different qualifications are for the different non-tenured rankings. It was reported that the Committee has obtained all faculty workloads for the last 5 years and will be conducting a workload analysis based on rank and on college with the idea of trying to establish some kind of university-wide policy(ies) regarding workload.

11. Curriculum Committee:

Dr. Tobin reported that this Committee sent out a curriculum survey to all faculty who initiate curriculum changes so that they can report any incorrect items within the current catalog. They are still waiting for the results to this survey.

VI. The meeting was adjourned at 1:32 p.m.

**TEXAS A&M INTERNATIONAL UNIVERSITY**  
**2019-2020 ACADEMIC CALENDAR**  
**OPTION A**

<b>Fall 2019</b>	<b>DAY</b>	<b>DATE</b>
Faculty Staff Assembly	Monday	26-Aug
First Class Day	Tuesday	27-Aug
12th Class Day	Wednesday	11-Sep
20th Class Day	Monday	23-Sep
Mid-Semester	Monday	14-Oct
Wintermester and Spring 2020 Registration Opens	Monday	28-Oct
Reading Day	Wednesday	27-Nov
Thanksgiving Break	TR-Sat	28 Nov-1 Dec
Last Class Day	Tuesday	3-Dec
Finals	Wed-Tue	4-10 December
Pre Commencement Ceremonies	Wed-TR	11-12 December
Commencement and Final Grades Due	Friday	13-Dec

<b>Spring 2020</b>		
Wintermester		6-17 January
Martin Luther King Jr	Monday	20-Jan
First Class Day	Tuesday	21-Jan
12th Class Day	Wednesday	5-Feb
20th Class Day	Monday	17-Feb
Mid-Semester	Saturday	7-Mar
Spring Break 2020	Mon-Sat	March 16 to 21
Registration Opens for Maymester, Summer and Fall 2020	Monday	30-Mar
Reading Day/Easter Break	Friday/Sat	April 10-11
Last Class Day	Tuesday	28-Apr
Finals	Wed-Tue	29 April - 5 May
Pre Commencement Ceremonies	Wed-TR	6-7 May
Commencement	Friday	8-May

## Administrator Evaluation Instrument - CHAIR

**1. The Chair solicits input and feedback from the faculty in an effort to improve the operation of the department.**

Strongly Agree

Agree

Neutral

Disagree

Strongly Disagree

Insufficient Information to Render an Informed Opinion

**2. The Chair addresses conflict resolution (e.g., student-faculty, faculty-faculty) in a fair and impartial manner.**

Strongly Agree

Agree

Neutral

Disagree

Strongly Disagree

Insufficient Information to Render an Informed Opinion

**3. The Chair supports faculty members' efforts to fulfill their responsibilities regarding Teaching.**

Strongly Agree

Agree

Neutral

Disagree

Strongly Disagree

Insufficient Information to Render an Informed Opinion

**4. The Chair supports faculty members' efforts to fulfill their responsibilities regarding Scholarship/Research.**

Strongly Agree

Agree

Neutral

Disagree

Strongly Disagree

Insufficient Information to Render an Informed Opinion

**5. The Chair supports faculty members' efforts to fulfill their responsibilities regarding Service.**

Strongly Agree

Agree

Neutral

Disagree

Strongly Disagree

Insufficient Information to Render an Informed Opinion

**6. The Chair acts fairly and consistently with regard to evaluation criteria for promotion, tenure, and post-tenure review of faculty.**

Strongly Agree

Agree

Neutral

Disagree

Strongly Disagree

Insufficient Information to Render an Informed Opinion

**7. The Chair demonstrates and communicates a clear understanding of the interests and concerns of the faculty when advocating for the department to ~~other components of the University, including upper administration.~~**

Strongly Agree

Agree

Neutral

Disagree

Strongly Disagree

Insufficient Information to Render an Informed Opinion

## Administrator Evaluation Instrument - DEAN

**1. The Dean establishes and communicates clear guidelines to address faculty Evaluation.**

Strongly Agree  
Agree  
Neutral  
Disagree  
Strongly Disagree  
Insufficient Information to Render an Informed Opinion

**2. The Dean establishes and communicates clear guidelines to address faculty Promotion.**

Strongly Agree  
Agree  
Neutral  
Disagree  
Strongly Disagree  
Insufficient Information to Render an Informed Opinion

**3. The Dean establishes and communicates clear guidelines to address faculty Tenure/Post-Tenure.**

Strongly Agree  
Agree  
Neutral  
Disagree  
Strongly Disagree  
Insufficient Information to Render an Informed Opinion

**4. The Dean acts fairly and in accordance with established guidelines when dealing with conflict resolution issues (e.g., involving faculty members and students).**

Strongly Agree  
Agree  
Neutral  
Disagree  
Strongly Disagree  
Insufficient Information to Render an Informed Opinion

**5. When representing the college regarding decisions that affect the faculty, the Dean demonstrates considered reasoning.**

Strongly Agree  
Agree  
Neutral  
Disagree  
Strongly Disagree  
Insufficient Information to Render an Informed Opinion

**6. The Dean appropriately disburses resources and funds in support of faculty Teaching.**

Strongly Agree  
Agree  
Neutral  
Disagree  
Strongly Disagree  
Insufficient Information to Render an Informed Opinion

**7. The Dean appropriately disburses resources and funds in support of faculty Scholarship/Research.**

Strongly Agree  
Agree  
Neutral  
Disagree  
Strongly Disagree  
Insufficient Information to Render an Informed Opinion

**8. The Dean appropriately disburses resources and funds in support of faculty Service.**

Strongly Agree  
Agree  
Neutral  
Disagree  
Strongly Disagree  
Insufficient Information to Render an Informed Opinion

**9. The Dean demonstrates and communicates a clear vision for the college that supports the overall University mission.**

Strongly Agree  
Agree  
Neutral  
Disagree  
Strongly Disagree  
Insufficient Information to Render an Informed Opinion

**10. Additional comments (optional):**



## FACULTY SENATE

1. The Faculty Senate allocates resources appropriately in support of the mission and operation of the university.

Strongly Agree

Agree

Neutral

Disagree

Strongly Disagree

Insufficient Information to Render an Informed Opinion

2. The Faculty Senate demonstrates knowledge and understanding of the interests and concerns of the faculty.

Strongly Agree

Agree

Neutral

Disagree

Strongly Disagree

Insufficient Information to Render an Informed Opinion

3. The Faculty Senate represents the University in ways that encourage respect and support for the institution from the external community.

Strongly Agree

Agree

Neutral

Disagree

Strongly Disagree

Insufficient Information to Render an Informed Opinion

4. The Faculty Senate acts fairly with regard to promotion, tenure, and retention of the faculty.

Strongly Agree

Agree  
Neutral  
Disagree  
Strongly Disagree  
Insufficient Information to Render an Informed Opinion

5. The Faculty Senate demonstrates due diligence and careful reasoning in making decisions.

Strongly Agree  
Agree  
Neutral  
Disagree  
Strongly Disagree  
Insufficient Information to Render an Informed Opinion

6. Additional Comments:

**Administrator Evaluation Instrument – LIBRARY  
DIRECTOR**

**1. The Director establishes and communicates clear guidelines to address Operational Guidelines.**

Strongly Agree  
Agree  
Neutral  
Disagree  
Strongly Disagree  
Insufficient Information to Render an Informed Opinion

**2. The Director establishes and communicates clear guidelines to address Input from the Faculty.**

Strongly Agree  
Agree  
Neutral  
Disagree  
Strongly Disagree  
Insufficient Information to Render an Informed Opinion

**3. The Director establishes and communicates clear guidelines to address Adaptability.**

Strongly Agree  
Agree  
  
Neutral  
Disagree  
Strongly Disagree  
Insufficient Information to Render an Informed Opinion

**4. The Director acts fairly and in accordance with established guidelines when dealing with conflict resolution issues (e.g., involving faculty members and students).**

Strongly Agree  
Agree  
Neutral  
Disagree  
Strongly Disagree  
Insufficient Information to Render an Informed Opinion

**5. When representing the college regarding decisions that affect the faculty, the Director demonstrates considered reasoning.**

Strongly Agree

Agree

Neutral

Disagree

Strongly Disagree

Insufficient Information to Render an Informed Opinion

**6. The Director appropriately disburses resources and funds in support of faculty.**

Strongly Agree

Agree

Neutral

Disagree

Strongly Disagree

Insufficient Information to Render an Informed Opinion

**7. The Director appropriately disburses resources and funds in support of faculty Scholarship/Research.**

Strongly Agree

Agree

Neutral

Disagree

Strongly Disagree

Insufficient Information to Render an Informed Opinion

**8. The Director appropriately disburses resources and funds in support of faculty Service.**

Strongly Agree

Agree

Neutral

Disagree

Strongly Disagree

Insufficient Information to Render an Informed Opinion

**9. The Director demonstrates and communicates a clear vision for the college within the overall University mission.**

Strongly Agree

Agree

Neutral

Disagree

Strongly Disagree

Insufficient Information to Render an Informed Opinion 0

COMMENTS

**Administrator Evaluation Instrument - PRESIDENT**

**1.The President engages the faculty in a meaningful dialogue regarding the future course of the University.**

Strongly Agree  
Agree  
Neutral  
Disagree  
Strongly Disagree  
Insufficient Information to Render an Informed Opinion

**2.The President allocates resources appropriately in support of the mission and operation of the University.**

Strongly Agree  
Agree  
Neutral  
Disagree  
Strongly Disagree  
Insufficient Information to Render an Informed Opinion

**3.The President demonstrates knowledge and understanding of the interests and concerns of the faculty.**

Strongly Agree  
Agree  
Neutral  
Disagree  
Strongly Disagree  
Insufficient Information to Render an Informed Opinion

**4.The President represents the University in ways that encourage respect and support for the institution from the external community.**

Strongly Agree  
Agree  
Neutral  
Disagree  
Strongly Disagree  
Insufficient Information to Render an Informed Opinion

**5.The President acts fairly with regard to promotion, tenure, and retention of faculty.**

Strongly Agree

Agree

Neutral

Disagree

Strongly Disagree

Insufficient Information to Render an Informed Opinion

**6.The President demonstrates due diligence and careful reasoning in making decisions.**

Strongly Agree

Agree

Neutral

Disagree

Strongly Disagree

Insufficient Information to Render an Informed Opinion

COMMENTS:

**Administrator Evaluation Instrument - PROVOST AND VICE PRESIDENT FOR ACADEMIC AFFAIRS**

**1. The Provost provides leadership, creating an environment that supports faculty members' activities regarding Teaching.**

Strongly Agree  
Agree  
Neutral  
Disagree  
Strongly Disagree  
Insufficient Information to Render an Informed Opinion

**2. The Provost provides leadership, creating an environment that supports faculty members' activities regarding Scholarship/Research.**

Strongly Agree  
Agree  
Neutral  
Disagree  
Strongly Disagree  
Insufficient Information to Render an Informed Opinion

**3. The Provost provides leadership, creating an environment that supports faculty members' activities regarding Service.**

Strongly Agree  
Agree  
Neutral  
Disagree  
Strongly Disagree  
Insufficient Information to Render an Informed Opinion

**4. The Provost fully supports the ideal of shared governance in accordance with Texas A&M University System policy.**

Strongly Agree  
Agree  
Neutral  
Disagree  
Strongly Disagree  
Insufficient Information to Render an Informed Opinion

**5. The Provost establishes and communicates clear guidelines to address faculty Evaluation.**

Strongly Agree  
Agree  
Neutral  
Disagree  
Strongly Disagree  
Insufficient Information to Render an Informed Opinion



**6. The Provost establishes and communicates clear guidelines to address faculty Promotion.**

Strongly Agree  
Agree  
Neutral  
Disagree  
Strongly Disagree  
Insufficient Information to Render an Informed Opinion

**7. The Provost establishes and communicates clear guidelines to address faculty Tenure / Post-Tenure.**

Strongly Agree  
Agree  
Neutral  
Disagree  
Strongly Disagree  
Insufficient Information to  
Render an Informed Opinion

**8. The Provost addresses personnel matters e.g., conflict resolution; promotion, tenure, and retention of faculty, in a fair and impartial manner in accordance with the faculty handbook.**

Strongly Agree  
Agree  
Neutral  
Disagree  
Strongly Disagree  
Insufficient Information to Render an Informed Opinion

**9. The Provost demonstrates and communicates a clear understanding of the interests and concerns of the faculty with regard to academic affairs.**

Strongly Agree  
Agree  
Neutral  
Disagree  
Strongly Disagree  
Insufficient Information to Render an Informed Opinion

**10 Additional Comments (optional):**

## **TAMIU Non-Tenure/Full-Time (NT/FT)**

### **College of Education**

Professor  
Associate Professor  
Assistant Professor  
*Assistant Professional*  
*Instructor*

### **College of Arts & Sciences**

Regents Professor  
Professor  
Associate Professor  
Assistant Professor  
Visiting Assistant Professor  
*Assistant Professional*  
*Associate Professional*  
*Visiting Assistant Professional*  
*Senior Instructor\**  
*Instructor*  
*Visiting Instructor*

### **School of Business**

Killam Distinguished Professor  
Killam Distinguished Associate Professor  
Professor  
Assistant Professor  
Associate Professor  
*Associate Professional*  
*Instructor*

### **College of Nursing and Health Sciences**

Clinical Assistant Professor  
Clinical Associate Professor  
Assistant Professor  
*Assistant Professional*

### **University College**

*Instructor*  
*Visiting Instructor*  
*Senior Lecturer\*\**  
*Assistant Professional*

\*Only one faculty member holds this rank at the university

\*\* Faculty member is also Dean Emerita & only one to hold this rank.

## GRADUATE FACULTY

All Graduate Faculty must demonstrate commitment to the academic community, institution, discipline, and students. In addition, they must possess a high level of competence in teaching. At the Full level in particular, the faculty must demonstrate research capability and competence in directing independent investigation. Full membership must be approved by the Graduate Council. Colleges may propose more stringent local standards for membership: these are subject to ratification by the Graduate Council.

### Categories and Requirements for Membership

#### *Full Membership*

Full members of the Graduate Faculty must

- 1. be tenured or on a tenure track on the Texas A&M International faculty.
- 2. hold the rank of Assistant Professor, Associate Professor or Full Professor.
- 3. have earned a doctorate or other terminal degree in the teaching discipline or a related discipline.
- 4. produce ~~continued~~ tangible evidence of continued productive scholarship, as normally defined within the discipline concerned.

Fixed-term faculty (Assistant Professional, Associate Professional, or Senior Professional) who have a research focus can apply for full-time status on a five-year basis subject to a review of their research qualifications by the ~~g~~Graduate ~~e~~Council.

Full members of the Graduate Faculty are eligible to

- 1. direct doctoral dissertations, masters' theses, and other graduate research.
- 2. teach graduate level courses, including doctoral.
- 3. serve on graduate student committees, including doctoral.
- 4. sit on the Graduate Council and in that position help set policies for the Graduate School:
- 5. sit on standing and special committees of the Graduate Council.
- 6. serve as officers (secretary, etc.) of the Graduate Council.
- 7. chair standing committees of the Graduate Council.

Appointment to Full membership on the Graduate Faculty is for the duration of the faculty member's employment at Texas A&M International University, unless the faculty member earns below a score of "3" in research for 2 consecutive years. If this occurs, the College Dean will notify the Dean of the Graduate School and the faculty member will need to reapply for Full Membership to the Graduate Faculty. If the faculty member does not meet the requirements to serve as a Full member of the Graduate Faculty, it will be advised that they apply for Temporary Membership.

### *External Membership*

This category is for persons not on the TAMIU faculty. ~~External members of the Graduate Faculty must:~~

- ~~• Have a terminal or master's degree, or be considered an outstanding person from government, industry, the professions, education foundations, a TAMU System component institution, or another academic or professional institution of higher education who holds a visiting or part-time faculty position at TAMIU:~~
- ~~• Show actual involvement in the department graduate program either in teaching 5000 or 6000 level courses or serving on graduate student committees.~~

~~Appointment to External membership on the Graduate Faculty is for a term of three years and will be subject to re-evaluation at the end of the term. This membership must be approved by the Graduate Council.~~

~~Other provisions regarding External membership:~~

External Members of the Graduate Faculty must

- ~~1. External members who are to be involved in doctoral programs must hold~~  
1. hold a terminal degree ~~an earned doctorate~~ in the teaching discipline or a related discipline
- ~~2. External members who are to be involved in masters' programs must hold a master's degree at minimum, and if the doctorate~~ or, if a terminal degree is not held, have demonstrated such a level of distinction in their fields as to make the degree irrelevant. In case of such exception, a letter of verification by the person making the nomination

should be submitted to such effect.

~~3. In order to chair a graduate student committee, External members must hold a terminal degree or its equivalent.~~

External members of the Graduate Faculty are eligible to

- 1. co-chair master's level or doctoral student committees, depending on credentials and certification (ineligible to chair such committees).
- 2. teach master's level or doctoral courses, depending on credentials and certification.
- 3. serve on master's level or doctoral student committees, depending on credentials and certification.

Appointment to External membership on the Graduate Faculty is for a term of three academic years and will be subject to re-evaluation at the end of the term. This membership must be approved by the Graduate Council.

#### *Temporary Membership*

This category is for those who teach masters-level courses and are not otherwise involved in the departmental graduate programs.

Temporary members of the Graduate Faculty must

1. hold a terminal degree in the teaching discipline or a related discipline.

Temporary members of the Graduate Faculty are eligible to

1. teach master's level courses.
2. serve on master's level student committees as a committee member.

~~Any faculty member holding the master's degree or what is generally considered to be a terminal degree in his or her discipline may be appointed as a Temporary member of the Graduate Faculty upon approval by the Dean of the Graduate School (see this handbook, ["Definition of Faculty Status"](#) for a definition of the term "faculty member").~~

Review of the Temporary member's qualifications for possible advancement to a higher

membership category shall be made by the Chair of the Department with the optional assistance of the Full members of the Graduate Faculty in that department. When an advancement appears to be warranted, the Department Chair shall recommend in writing such advancement to the Dean of the Graduate School and shall include a rationale for the recommendation, **including tangible evidence of continued productive scholarship, as normally defined within the discipline concerned.** ~~based on the stated criteria for the higher membership classification.~~ College Deans will make this recommendation where Departmental Chairs do not exist.

Appointment to Temporary membership **on the Graduate Faculty** is for a **term period** of three academic years **and will be subject to re-evaluation at the end of the term.** This membership needs to be approved only by the Dean of the Graduate School. ~~Temporary members of the Graduate Faculty are eligible to teach masters level courses.~~

### **Procedures for Nomination to the Graduate Faculty**

Nominations are received by the Dean of the Graduate School and kept on file. The Dean of the Graduate School will annually report to the Graduate Council the current membership in each category.

The Graduate Council will act to evaluate nominations which have been questioned. The Graduate Council will also hear complaints from faculty who feel they were not treated fairly in matters of graduate appointment.

The responsibility for keeping records of the terms of the various classes of members and notifying Department Chairs or College Deans of those faculty members up for periodic review or re-nomination will be that of the Dean of the Graduate School.

# Texas A&M International University/ Technology Advisory Committee

## Minutes

November 8, 2018

4:00 p.m. KLM 253

Meeting Facilitator: Dr. Maria de Lourdes Vilorio

Invitees:

Fran Bernat – COAS,

Hugo Garcia –ARSSBA,

Seong Kwan Cho- COED

Wendy Donnell – CNHS,

Nerissa Lindsey – KL,

Jose Maria (Joe) Gutierrez, University College

President's Appointee, Marvin E. Bennett, III

Trevor Liddle, VP for Finance & Admissions Appointee,

Albert Chavez, VP for IT Appointee

Catarina Colunga, VP for Institutional Advancement Appointee

Gina Gonzalez, VP for Student Success Appointee

Leebrian Gaskins, VP for Informational Technology/CIO, ex-officio

Patricia Abrego, Director of Instructional Technology & Distance Education

Pablo Reyes, Associate Director of User Services

Ricardo Ramirez, Associate Director of Student Information Services

Roberto Gonzalez, Associate Director of Instructional Technology Services

- I. Welcome/ Roll call
- II. Approve September 26, 2018 Minutes
- III. New Business
  - a. Administrator Rights for Faculty Members via a training process. (Two faculty members have had class interrupted due to having the wrong software installed and/or restrictions on software purchased by their department). Faculty Senate is concerned that TAMIU has lost faculty due to these type of issues.

Dr. Gaskins addressed this concern by explaining the security risks involved with granting administrator rights to computer labs vs. Individual computers. However, the process is in place for Dr. Arenaz to have the final decision pertaining the granting of administrator rights. In addition, David Maxwell TAMIU Information Security Officer also addressed the TAC members and explained the state and system policies related to data security.

In terms of the length of time needed to obtain administrator rights for an individual computer and TAMIU procedures the TAC recommends that new faculty members are guided by their department chairs in order to avoid delays or confusion.

- b. Can the Syncplicity software be taken off library computers used by patrons upon request? Dr. Gaskins stated that this request is possible and the library personnel simply needs to submit a request to the OIT helpdesk.
- c. Open Agenda

