TAMIU Faculty Senate Meeting

October 1, 2021; WebEx

I. The meeting was called to order by the Faculty Senate President, Dr. Lourdes Viloria, at 12:03 p.m.

II. *Roll Call:* Dr. Lourdes Viloria, Dr. James Norris, Dr. Marvin Bennett, Ms. Malynda Dalton, Dr. Andrew Hilburn, Dr. Deepak Ganta, Dr. Puneet Gill, Dr. Ariadne Gonzalez, Dr. Tatiana Gorbunova, Dr. Kameron Jorgensen, Dr. Hayley Kazen, Dr. Runchang Lin, Dr. Gilberto Martinez, Mr. Alejandro Mojica, Ms. Angela Moran, Dr. Lola Norris, Dr. Leonel Prieto, Dr. Ruby Ynalvez

III. *Our Guests* were given the floor:

Dr. Stephen Duffy (Acting Provost and Vice President for Academic Affairs)

Dr. Duffy reported that they are still working on the AEFIS portal for the Electronic Teaching Portfolio, but it is not yet ready to be implemented.

He also announced that the University will continue with the mandatory random testing for COVID using the NAVICA app for faculty, staff and students. They have been working with OIT to fix a problem where the notifications sent out to the faculty for testing are going into their spam/junk email boxes.

Dr. Barbara Hong (Dean of the University College)

Dr. Hong presented to the Senate the new University College Faculty and Staff Evaluation Rubric. To summarize:

- Teaching = 60%
    - Academic = 15%
    - Professional Development = 30%
    - Peer Evaluation = 15%
- Service = 40%
    - University Committees = 10%
    - University College = 20%
    - Recovery Effort = 10%

Faculty must have an 85% satisfactory performance rating or have a mandatory one semester growth plan to improve their performance.

It was asked by the Senate as to how much actual University College Faculty involvement went into preparing this rubric? It was brought out that the University College Faculty have not voted to accepted this new rubric and that many were satisfied with the previous evaluation instrument. Senator Viloria proposed that the Senate request that this rubric

be taken back to the University College for further discussion and involving more faculty input and a faculty vote. This proposal was accepted by the Senate.

IV. New Business

A. President Arenaz would like to consider only opening the faculty awards to Tenured Faculty. Senator Viloria asked the Awards Committee to look into this possibility and report back to the Senate in the November meeting.

B. Senator Viloria announced that the scheduled 'Virtual Coffees with the President' are going to be on October 28 and November 15, 2021 and that it was requested that at least one of the meetings be face-to-face. It was decided, by a vote of the Senate, that the October Coffee be face-to-face.

C. Senator Martinez reported that they met with the President and the Acting Provost and that all of the Senate should have a copy of the modified Handbook Chapter 2 for discussion and voting. This document was voted on and approved unanimously by the Senate. It will now go to the faculty for a vote from Oct 6th to the 12th.

D. Removal of Appendix D in the Handbook (Outdated Model for Faculty Workload). After much discussion of both the merits and disadvantages of presenting an 'idealized model' a vote was taken with 9 in favor and 3 opposed, so the motion carried.

Removal of Appendix F in the Handbook (Fixed-Term Professional Track). This appendix was superseded by the new Appendix F approved by the Senate in the October Senate meeting. A vote was taken with 10 in favor and 2 opposed, so the motion carried.

E. Description of the new Faculty Senate Committee—used to be ad-hoc, will now be a standing committee.

10. *Fixed-Term Faculty Committee. The purpose of this committee is to monitor matters related to fixed-term faculty. Membership in the committee will be by appointment by the President of the Senate, with the Chair elected by the committee membership. (p.15)*

This was voted on and approved unanimously by the Senate and will go to the faculty for a vote.

V. Old Business:

A. University Committees: Senator Dalton reported that the College of Education still needs to submit their representative to the P&T Committee.

B. Updated Faculty Senate Committee's List: Senator Viloria sent out the updated list to all the Senators and asked that if there are any questions or concerns to please contact her.

C. Faculty Electronic Teaching Portfolio: Senator Viloria reported that the Academic Oversight

Committee will stay involved in the process of monitoring the progress on the update to AEFIS. As of now, there are still problems with the portal not working properly.

VI. Approval of September 3rd Faculty Senate Minutes: the minutes were approved with corrections sent by the Senators.

VII. Committee Reports:

A. The Academic Oversight Committee: Senator James Norris is the Chair.

B. The Budget and Finance Committee: Senator Lin is the Chair.

C. The University Ethics Committee: Senator Moran is the Chair.

D. The Committee on Creation, Composition, and Responsibilities of Committees: Senator Dalton is the Chair.

E. The Awards Committee: Senators Gonzalez and Gill are Co-chairs.

F. The Faculty Handbook Revision Committee: Senator Dalton is the Chair.

G. The Assessment Committee: Senator Ynalvez is the Chair.

H. The Distance Education and Instructional Technology Committee: Senator James Norris is the Chair. They did met and are asking Faculty to help present during Distance Education Week on the second week of November and they will pay a stipend of $150 to presenters.

I. The Technology Advisory Committee: Senator Kazen is the Chair and they did meet (see attached minutes).

J. Fixed-Term Promotion Ad Hoc Committee: did not meet.

VIII. Announcements and Other Business:

1. The VivaTAMIU campaign ends on Monday and are just short in reaching their goal.

2. The Texas Faculty Senates virtual meeting will be on October 16th and 17th. If you are interested in attending please contact Senator Viloria.

3. Senator Lola Norris suggested that we request to have a Faculty Lounge on campus.

4. Senator Viloria announced that the Chancellor was here today and met with the Faculty Senate Executive Committee to discuss what is working/not working at TAMIU.

IX. The meeting was adjourned at 1:48 p.m.

Texas A&M International University/ Technology Advisory Committee

Meeting Minutes

September 27, 2021

1:00 pm Virtual

Meeting Facilitator: Dr. Hayley Kazen
Invitees:
San Juanita Hernandez– Faculty Senate Appointee,
Frances Bernat- COAS
Cynthia L. Piña, COED-not in attendance
Hugo Garcia –ARSSBA,
Seong Kwan Cho – CNHS,
Eva Hernandez – KL
Alma Jasso Chavez, UC
President's Appointee, Marvin E. Bennett, III
Fred Juarez III, VP for Finance & Admissions Appointee,
Ana Gonzalez, VP for IT Appointee
Cathy Colunga, VP for Institutional Advancement Appointee-not in attendance
Juan Garcia, VP for Student Success Appointee
Miguel Munoa, VP for Informational Technology/CIO, ex-officio

Welcome/ Roll call-

I. Review/Approve April 20, 2021 Minutes were approved. Dr. Bennett motioned for minutes to be approved, and Alma Jasso seconded.

II. New Business

1. Lagging internet connection

    i.   M. Munoa stated that this issue has been addressed.

2. OIT contact for book issues (books connected to wrong BB)

    i.   M. Munoa stated that there are two tiers of support. One is the help desk which is for non-complex issues and is mainly utilized by students. The second tier is elearning and is mainly utilized by faculty. If the help desk cannot help a student and the issue is related to a faculty member, the faculty member will be referred to elearning.

    ii.   H. Garcia stated that he experienced issues with Cengage. He stated that he was doing everything he was asked to do, but the problem persisted. H. Garcia stated he did not feel supported by elearning. He wanted to ensure that the same issue would not happen in the spring.

    iii. M. Munoa stated that the book launch was unprecedented, and that much of it was executed in the summer when faculty were not on campus, and, therefore,

did not have much opportunity for training. OIT now has a clearer understanding of the process and expects the spring to go much smoother. In response to H. Garcia, M Munoa stated that he did not mean to imply faculty members were at fault, and that OIT staff do not send students back to faculty as a matter of practice.

    iv.   F. Bernat added that telling students to go back to a faculty member with technology issues is a mistake. It is better for OIT to navigate through the issue with the company providing the service. Finding a resolution is easier when OIT deals with the company providing the service.

    v.   M. Munoa added that the support model is set up so that OIT staff goes into the system and verifies everything before going to the faculty. If faculty does need to be involved, OIT will be very descriptive in what needs to be done. He further stated that OIT is optimistic about spring rollout.

3. Contact for faculty about QM issues such as changing/updating content and all courses requiring QM.

    i.   Must be directed to P. Abrego and DEITC

III. Open Agenda-

    i.   M. Bennett stated that colleague K. Tobin has issues with excel not working with Mac. Forcepoint will not allow excel to work properly.

    ii.   M. Munoa stated that he has spoken to K. Tobin and that this is a known issue. One work-around entails disabling Forcepoint which will pose a security risk. Other work-arounds include putting excel in one drive and using the web version. OIT is working to resolve the issue. If it is not resolved within 30 days, OIT will disable Forcepoint upon request. Faculty can be put on a list to have it disabled.

    iii.   F. Bernat stated that with recent security issues, she is more included to bow to extra security.

IV. Regular meeting time will be the last Monday of the month at 1:00.

V. Meeting adjourned at 1:30