

Faculty Senate Meeting

1 October 2010
12:00 noon - 2:30 pm
WHTC 250

- I. Call to Order by Dr. Riggs at 12:04 p.m.
- II. Roll Call : **Present:** Dr. M. Bennett, Dr. G. Clarke, Ms. V. Garcia, Dr. A. Limon, Mr. J. Maxstadt, Dr. J. Norris, Dr. L. Prieto, Dr. C. Sung, Mr. B., Townsend, Dr. M. Vargas, Dr. F. Rhodes, Dr. A. Ramirez, Dr. W. Riggs
- III Minutes of the September meeting were approved
- IV. Our guests were given the floor.

Dr. Keck:

- Made the suggestion that the Faculty consider replacing our current Faculty Evaluation forms given to our students with the Chancellor's Evaluation rubric. This rubric could be augmented with additional questions to tailor it for individual disciplines. It would both save the University money that we pay to the University of Washington to analyze our current evaluation forms and also allow all faculty to participate in the Chancellor's Teacher Recognition Award Program.

Questions were raised as to:

- How the evaluations will be tabulated? The Office of Mary Trevino.
- When would we start using the new evaluation? Possibly in January and the Faculty Senate was asked to look into it to see if it would work for the faculty.

Dr. Arenaz:

- Announced that the new law states that textbook adoptions have to be made by the time we have registration.
- Thus far we are 100% compliant with House Bill 2504.
- The Regents have requested a Faculty Development Leave Report by the end of the month to see if those Faculty did what they said they would do on their leave.
- Effective the 1st of the year the Office of International Programs will be disbanded and students will go to the Office of Student Success.

A question was directed to the President and the Provost as to the possibility that the Faculty Senate get a small office in the Library to keep our archival materials and for storage space. The President confirmed that this was possible.

Dr. Beck

- Passed out a handout concerning the International University Institutional Review Board (IRB) dealing with research projects involving human subjects. As the Chair of the IRB, all future questions regarding this subject should be directed to Dr. Beck.

Office of OIT

- The Senate was given a demonstration of the new e-voting system developed by OIT. The first test of this system will be voting on two Faculty Handbook changes with the vote to be completed by October the 8th.
- Dr. Rhodes will send out a memo to the tenure and tenure track faculty with all of the information necessary to proceed with e-voting.

V. Committee Reports:

Handbook Committee

- Which to address all of the issues in the Handbook concerning redundancies and violations against system policy.
- The handbook changes that are to be presented to the Faculty where voted on by the Senate and approved unanimously.
- 3 important items currently remaining with the handbook:
 - 9 changes to come into compliance with the Royal memo
 - include the previously approved changes (including the Mentoring Program and the Honor Code)
 - include all new changes
- Senate's goal is to get the 9 changes approved by the Senate and the Faculty by the end of this semester.

Ombuds Officer Status

- Ms. Garcia circulated a handout on the description of the Ombuds position. Several changes were made within this document concerning who qualified for this position and mechanisms for removal of an Officer. These changes were approved unanimously by the Senate. It is the goal of the Senate to have this position come into affect by the start of the Spring Semester.

Academic Affairs

- Dr. Vargas reported that she has contacted all of the committee members to get their schedules in case they have to meet on an issue.

Faculty Work and Moral Committee

- A charge was given to this committee to start considering when the next Faculty Questionnaire should be sent out for 2010 - 2011 Senate agenda.

Committee on Committees

- Dr. Rhodes had asked the Dean's and the Library Director to send her a list of the current College and Department committee assignments for Faculty and requested assistance from the Senate in compiling an accurate listing for the Committee on Committees.

VI. New Agenda Items:

- Mr. Townsend was nominated and accepted as our attendee for the Texas Faculty Senate Meeting in October in Austin, Tx.

- The Faculty Senate was asked to look into what the definition of an Administrator is because there is no clear definition of how to place Associate Deans and Associate Professors in the Handbook. This definition is important in being able to become a Faculty Senate member or in serving on a University Committee. The Senate was asked to come up with individual ideas in writing as to how an Administrator should be defined so that a composite definition could be derived.

VII. A motion was made to adjourn the meeting and was approved at 2:50 p.m.