

Faculty Senate Meeting

4 Nov 2011
12:00 noon - 2:30 pm
WHTC 250

- I. Call to Order by Mr. Townsend at 12:03 p.m.
- II. Roll Call, **Present:** Mr. B. Townsend, Mr. J. Maxstadt, Dr. F. Rhodes, Dr. M. Bennett, Dr. G. Clarke, Dr. S. Duffy, Ms. V. Garcia, Dr. S. Garrett, Dr. L. Hammer, Dr. M. Moran, Dr. M. Munoz, Dr. L. Prieto, Dr. M. Vargas
- III. Our Guests, Dr. Brown and Dr. Arenaz, were given the floor.

Dr. Brown presented a draft of the new TAMIU IRB Policy. TAMIU does not have an official policy for its IRB and the document presented to the Senate for discussion was meant to fill this gap. This policy is currently (as of this meeting date) being voted on by the IRB Committee. Dr. Brown also mentioned that the IACUC Committee (Institutional Animal Care and Usage Committee) will be meeting to establish an official policy. Also, under general compliance issues, TAMIU does not currently have an official campus Bio-Safety Committee or policies in place to deal with Conflicts of Interest, Misconduct in Research or Export Control (who you can share your research with) and that we should have these policies in place in the event any of these issues appear in the future. It was suggested that System Policies dealing with issues should be placed in the Faculty Handbook pending the approval of future local policies.

Dr. Brown also stated that the Faculty Handbook does not contain some past changes that were made to the description of the qualifications for becoming Graduate Faculty. These changes were voted on and approved by the Faculty, but were never included in the Faculty Handbook. Dr. Brown will forward these changes to the Senate Handbook Committee.

The question came up as to whether fix-termed Faculty could qualify to become Graduate Faculty. The response seemed to be that if the fix-termed Faculty were brought here with the expectation of longevity in their position and their position was more research-oriented, then they could qualify as Graduate Faculty. It was suggested that the issue be taken up by the Graduate Counsel for discussion.

Dr. Arenaz announced that there have been two new task forces set up by the Academic Affairs Committee of the Board. One task force is looking at metrics that would be applied systemwide so that institutions could be looked at and compared to each other. Our representative on that committee is Mary Trevino. The results, thus far, of this task force will be forwarded to Mr. Townsend to be shared with the rest of the Senate. The second task force, of which Dr. Arenaz is our representative, is the Learning Outcomes Committee. They have come up with six Learning Objectives that will be measured at institutions across our System. These Learning Objectives will also be forwarded to M. Townsend and the Provost would like comments back prior to their next committee meeting on Nov. 14th.

Dr. Arenaz also discussed with the Senate the 'doing away' with the traditional 4:30 p.m. class schedule time block. Discussion proceeded on the pros and cons of doing away with this time slot and it was suggested that 'laboratory' courses be exempt from these changes. An informal vote by the Senate on this recommendation was taken with; 2 against, 2 neutral and 6 in favor of the suggestion.

It was announced that the Coordinating Board approved the revised 42 maximum hour core. Our Core Curriculum Committee has until the middle of 2013 to put together a revised core that will go into effect the Fall of 2014.

IV. The minutes of the October Faculty Senate meeting were approved with minor changes.

V. Committee Reports

- Budget and Finance Committee - no meeting
 - This Committee was asked to look into the possibility of raising student tuition to cover a Faculty merit pool.
- Academic Oversight Committee - no meeting
- University Ethics Committee
 - This Committee will be looking at whether or not the Faculty Handbook, Student Handbook and the Honor Code all mesh in any dealings between Faculty and Students. Also to make sure that the standards for appointments to Promotion and Tenure Committees are even and ethical. The individual committee members will report their findings by email by Nov 10th to Dr. Duffy, the chair of the committee.
- Assessment Committee
 - Dr. Vargas reported that the Assessment Committee had met and she provided the minutes to their meeting to the Senate. Among the items discussed at their meeting was the Chancellor's Teaching Recognition Award which we will still have both in the Fall and the Spring. Also Dr. Sears sent the Committee a model for Faculty Evaluations based on the ICES model (Instructor and Course Evaluation System) from the University of Illinois at Urbana-Champaign for the Committee's consideration.
- Faculty Morale Committee - no meeting
- Committee on Committees
 - Dr. Rhodes provided us with a listing of all of the Committees, their members and their descriptions. Dr. Rhodes announced that the Committee on Committees will be meeting soon to review this list. It was brought up that there

are several University Committees (such as the Technology Advisory Committee and the Distance Education Committee) that have no set structure for meeting times, setting meeting agenda, taking minutes,... etc. Dr. Bennett was given the charge of requesting a status report of some kind from this Committee.

The suggestion was also made that the Faculty Senate have a representative on the new University oversight committee 'Team Integrate'. Also, that the Senate approach the leaders of all of these new committees and to ask them to provide the structure of the committees so they can be incorporated into the Faculty Handbook. The Committee on Committees was charged with this task.

- Handbook Committee

- The Handbook Committee met recently and forwarded the minutes of their meeting electronically to the Senate.
 - The modifications to the section on 'preparation of dossiers for tenure' was discussed and is ready to be sent to the Faculty for a vote.
 - There was discussion on whether references to the names of colleges and schools were consistent throughout the Handbook and this should be checked and verified.
 - The proposed rewording of the Preface to the Handbook was discussed and it was decided that this issue be tabled until the next meeting so that the Provost could provide input for the new wording.
 - There are 6 changes to the Faculty Handbook that were previously approved by the Senate and are now ready for a Faculty vote. Dr. Rhodes announced that they are ready to implement an e-vote by the Faculty for these changes. A vote was taken to reaffirm these changes since they are now past the 60 day deadline, and it passed unanimously.
 - Mr. Maxstadt informed us that the Handbook Committee now has a copy of the document that defines the Non-Tenure Clinical Educator Track Faculty Appointment from Nursing and recommended that this document be placed into the Handbook as an appendix and that some wording be placed within the Handbook defining Fixed Term Academic Professional Track Faculty. This wording was provided within the Handbook Committee's latest meeting minutes.
 - Mr. Townsend presented a draft of the wording on faculty mentoring to be placed into the Handbook under New Faculty information. This

wording was voted on and approved unanimously. The PROF Center will create a mentoring pool and invite Faculty to participate.

VI. New Business

- Dr. Rhodes provided us with a handout fully describing the role, limitations and appointment of the new Faculty Ombuds Officer's position. She also announced that one of the many duties of this new position was to provide a yearly report summarizing the number of people and the types of problems that were dealt with during the year. For now, her current office space will be the official Ombuds' Office, but that may change depending on the work load. A portion of the handout provided by Dr. Rhodes will provide the wording for the definition of the position for the Faculty Handbook. A vote was taken on adding the description of the Ombuds' position provided by Dr. Rhodes to the Handbook and, with the amendment to include a summary of the appointment process and qualifications to the description, the vote was passed unanimously in favor.

- It was requested that Senators gather information from their colleagues regarding their interaction with WIN courses, good or bad.

- An announcement was made that Dr. Margarita Azmitia from the University of California, Santa Cruz will be presenting a talk on "School Transitions as Crossroads to College" on Friday, Nov 11th. Dr. Azmitia is sponsored by the TAMIU GREAT program and the PROF Center.

VII. Meeting was adjourned at 3:00 p.m.