

**TEXAS A&M INTERNATIONAL UNIVERSITY**  
**Faculty Senate Meeting**  
**April 7, 2017**  
**WHTC 125**

- I. Call to Order** by Dr. James Norris at 12:05 p.m.
- II. Roll Call: Present:** Dr. James Norris, Dr. Kenneth Tobin, Dr. Marvin Bennett, Ms. Malynda Dalton, Dr. Ariadne Gonzalez, Ms. Destine Holmgreen, Dr. David Milovich, Ms. Marcela Moran, Dr. Lola Norris, Ms. Kimber Palmer, Dr. Leonel Prieto, Dr. Ruby Ynalvez, Dr. Oswaldo Zapata

**III. Our Guest was given the floor:**

**Dr. Tom Mitchell:**

Dr. Mitchell reminded us of the Investiture Ceremony for the 6<sup>th</sup> President of Texas A&M International University, Dr. Pablo Arenaz, which will take place on Thursday, April 13, at 11 a.m. in the Recital Hall. It should only last for about an hour and Faculty are asked to be there a half hour early for lineup in full regalia. Afterwards there will be a reception in the Great Room in Killam Library.

**IV. Minutes of the March 3rd Faculty Senate meeting were approved.**

**V. New Business:**

*- Reminders for the May meeting:*

- In our next meeting we vote on new Senate Officers for 2017 - 2018.
- Before the May meeting the Senate should review the TOY/SOY portfolios, and you must read the portfolios to be able to vote at the May meeting (there are only 4 SOY and 3 TOY candidates this year).

**VI. Old Business:**

- It was decided that April 19th was too soon to plan properly for a Faculty Assembly, that it will be scheduled for early in the Fall Semester (end of August). This was voted on and approved unanimously by the Senate.

- A re-vote was made on the handbook TOY/SOY changes, since 60 days have passed without action on this item (document included in these minutes). It was approved unanimously.

**VII. Committee Reports**

*The Academic Oversight Committee - no report.*

*The Budget and Finance Committee* - no report.

*The University Ethics Committee* - no report.

*The Committee on Creation, Composition, and Responsibilities of Committees* - no report.

*The Committee on Faculty Work Environment and Morale* - TOY/SOY class visits have finished and will be included as part of the TOY portfolios for consideration.

*The Faculty Handbook Revision Committee* - no report.

*The Distance Education and Instructional Technology Committee* - Currently testing a second test monitoring system 'Respondus'.

*The Technology Advisory Committee* - see attached minutes.

*The Assessment Committee* - will do Administrative assessments this semester and it was agreed that those Admins in 'interim' positions (or very recent in interim positions) would not be assessed this cycle.

**VIII. The meeting was adjourned at 1:10 p.m.**

## Changes to the Handbook

Annually, a circular medallion attached to an appropriate ribbon is presented by the Provost, ~~prior to (or during) Spring Graduation,~~ **during the Fall Assembly** to the selected faculty members. The medallion will be appropriate for, and should be worn as a part of, the recipients' academic regalia. The medallion should be inscribed, "**Distinguished** University Scholar, [year]," or "**Distinguished** University Teacher, [year]," **and Outstanding Teacher [year].**" Special parking and a small stipend may also be included **for all award winners.** In addition, the **Distinguished** University Scholar **and Distinguished University Teacher, and Outstanding Teacher** of the Year **may** ~~will~~ be invited to give short lectures during Fall Convocation.

### Procedure

~~During the Fall Semester an open nomination process will be conducted for the Minnie Piper Stevens teacher award and nominees for the previous year's Teacher of the Year will be strongly encouraged to participate.~~ At the beginning of each Spring Semester, each college's promotion and tenure committee will call for nominations for the college's **Distinguished** Scholar of the Year, **and Distinguished** Teacher of the Year, **and Outstanding Teacher of the Year.** Each college's promotion and tenure committee will decide how the nomination process will work within their purview (whether that be an open nomination process or one in which departments forward nominees to the college's P&T committee). **Only tenured and tenured-track faculty that have been at Texas A&M International University for at least three calendar years will be eligible for the Distinguished Scholar and Teacher of the Year awards. For the Outstanding Teacher instructors, lecturers, and fixed-term professionals must have been employed by Texas A&M International University for at least three years.** ~~The only limitation to eligibility will be that a faculty member must not be in his or her first year of employment at Texas A&M International University.~~

Nominees for college **Distinguished** Scholar of the Year, **and Distinguished** Teacher of the Year **and Outstanding Teacher of the Year** will be required to submit a brief (no more than 20 pages) portfolio highlighting their achievements (similar to the promotion/tenure portfolio) for the use of the respective P&T committees in the decision-making process. Nominees for **Distinguished** Scholar of the Year must include evidence regarding scholarly and creative accomplishments over

a period of three calendar years (ending with the year covered in the most recent PPE), and the candidates will be judged on their accomplishments over that three-year period.

College P&T committees will meet no later than February 15 to review nominees' portfolios and select the college **Distinguished** Scholar and Teacher of the Year **and Outstanding Teacher of the Year** award recipients. The College of Arts and Sciences will choose two Scholars and two Teachers of the Year; the A.R. Sanchez School of Business, the College of Education, the College of Nursing and Health Sciences, **University College**, and Killam Library will each choose one Scholar and one Teacher of the Year. These winners then become the nominees for the **Distinguished** University Scholar, **and the Distinguished** University Teacher of the Year, **and Outstanding Teacher of the Year**.

Once College / School award recipients have been designated, the chair of each college's P&T committee will forward their colleagues' names in a recommendation letter to the chair of the Faculty Senate Work Environment and Morale Committee. The Work Environment and Morale Committee will appoint a team of highly qualified faculty (not necessarily senators) who will observe and report on the classroom instruction of all college winners for **Distinguished** Teacher of the Year **and Outstanding Teacher of the Year**. The college winners will arrange these observation sessions with the appointed team during the last two weeks of March. The **nominee's** observation reports will be added to the ~~Teacher of the Year~~ portfolios prior to Faculty Senate review. The **Distinguished** Scholar of the Year, **and Distinguished** Teacher of the Year **and Outstanding Teacher of the Year** portfolios will be made available to members of the Faculty Senate for their information and review during the last two weeks of April.

At the May meeting of the Faculty Senate, the entire Senate will vote for a **Distinguished** University Scholar of the Year, **and Distinguished** University Teacher of the Year, **and Outstanding Teacher of the Year** from the nominees for each award. Senators who are in the running for one of the awards and senators who have not read all the portfolios will not participate in the voting. ~~The winner of the University Teacher of the Year will be the University's nominee for the next year's Golden Apple Award.~~ Award recipients, as well as the college winners in **both all three** categories, will be announced at Spring Graduation and Fall Convocation. Once recognized as **Distinguished** University Scholar or Teacher of the

Year and Outstanding Teacher of the Year, faculty members will not be eligible for consideration for any additional faculty award for three years.

# Texas A&M International University/ Technology Advisory Committee

## Meeting Agenda

March 7, 2017

9:00 a.m. KL 253

Meeting Facilitator: Dr. Maria de Lourdes Viloría

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

Vacant, VP for Institutional Advancement Appointee

Gina Gonzalez, VP for Student Success Appointee

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

Dr. 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. Call to order
- II. Roll call
- III. Approval of minutes from last meeting which was held on February 14, 2017
- IV. Old Business
- V. New Business

February 14, 2017 were approved. Dr. Viloría discussed the possibility of the March 7, 2017 meeting being the last one for this school year unless new items were proposed by the TAC members. All TAC members present approved this proposal. Therefore, the TAC will not meet until August 2017.

Nerissa Lindsey- shared the new data storage web application called *Dataverse*. She also told the TAC that the TAMIU library will be conducting trainings for faculty interested in this open source web application to share, preserve, cite, explore and analyze research data which is highly recommended in most federal grant applications. *Dataverse* is housed, and developed by the *Dataverse* Team at the Institute for Quantitative Social Science (IQSS) at Harvard University.

Dr. Bernat proposed that a Boiler Plate be developed by the TAMIU Office of Research and Sponsored Projects so that TAMIU faculty can use it in future grant applications.

a. Mr. Garcia TAMIU Registrar –Ad Astra -TAMIU Classroom Assignment Program

Mr. Garcia, TAMIU Registrar discussed the new TAMIU automatic classroom assignment system [Ad Astra](#). The presentation was conducted by Karla Gutierrez who explained and demonstrated Ad Astra which has automated the TAMIU classroom assignment process based on enrollment, TAMIU events, and individual TAMIU faculty needs (based on time and/or health related requests). Please contact Karla Gutierrez, TAMIU Office of the Registrar at 326-2247.

Mr. Garcia, TAMIU Registrar added that Ad Astra has maximized TAMIU's classroom usage and efficiency. This new system has also allowed his office to make important plans based on TAMIU enrollment forecasts, lab usage, and events. He also added that Ad Astra will be instrumental in preparing the annual TAMU State Efficiency Report.

- b. Open Agenda- If necessary the TAC will meet- following the Faculty Senate's Faculty Open Forum which is tentatively scheduled for late March or mid-April, 2017.