

## TAMIU Faculty Senate Meeting

February 1, 2019; WHTC Rm 126

- I. The meeting was called to order by the Faculty Senate President, Dr. Ken Tobin at 12:07 p.m.
- II. *Roll Call:* Dr. Kenneth Tobin, Dr. Lola Norris, Dr. Marvin Bennett, Dr. Frances Rhodes, Dr. Puneet Gill, Dr. Ariadne Gonzalez, Mr. Jose Gutierrez, Dr. Gilberto Martinez, Dr. Neal McReynolds, Ms. Angela Moran, Dr. James Norris, Dr. Jason Norris, Ms. Kimber Palmer, Dr. Leonel Prieto, Dr. Lourdes Vilorio, Dr. Oswaldo Zapata Correa
- III. *Our Guests* were given the floor.

### **Dr. Pablo Arenaz**

Dr. Arenaz announced that credit hour production is up 7% over last Spring semester, but that we have about 500 less students than we had in the Fall. This has, however, helped to alleviate the parking situation.

The new Academic Building should be ready by late March and Dr. Arenaz just approved plans for the new tower, which will be approximately 120 feet high and will be positioned about 30 feet SSW of the new building. The tentative date for completion of the tower and dedication of the Academic Building is Fall 2020. Also, the new Police Department, Purchasing and Receiving Building should be completed by the end of February/early March.

We have a proposal for a Bachelors of Science in Engineering degree with a focus in Petroleum and Computer Engineering that is currently setting at the Coordinating Board waiting for their review.

In two weeks Dr. Arenaz will be in Austin for the whole week to present our testimony before the Senate Finance and the House Appropriations Committees and to visit with some key legislative people, such as the new chairs of the Senate and House Higher Education.

Our initial appropriations have us down by \$2M, based on last Spring's credit hour production. But with our credit hour production up this Spring, that \$2M should be on the plus side for us. Our non-formula funding has been kept intact in both the Senate and the House. We have included monies to fund upper division advisors and tutors and for the expansion of bridge programs for first-year students. Also, we have 2 TRBs, expansion of Fine and Performing Arts Building and a new Convocation/Kinesiology Building, but have little chance of obtaining money for these. Some of our stats to be presented include:

- Our first to second year retention rate is at 81%; one of the highest in the state.
- Our 6 year graduation rate is now over 55%.
- 78% of our graduates are employed within a year; 8% higher than the state average.

It was announced that 'Coffee with the President' will be on Wednesday, February 6th at 10:00 a.m.

## **Dr. Stephen Duffy**

Dr. Duffy announced that for Summer School we are no longer in a counting cycle so that the enrollment numbers will be more strictly enforced at a minimum of 15 students for undergraduate classes and 8 for graduate classes.

Also, the WIN requirements for students will stay in place. But the process for training people to teach WIN courses will be revisited so that the collecting of data for assessment will be more accurate and streamlined across the University. They will also be asking for faculty involvement in helping to sort out things like a more uniform assessment rubric for these courses.

Dr. Duffy is currently putting together two undergraduate research initiatives; one to promote interdisciplinary/trans-disciplinary research and one to develop research sections for Study Abroad.

IV. The minutes of the December 7, 2018 Senate meeting were approved.

V. Old Business

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

Voting on approval of this statement was tabled at the last Senate meeting and reintroduced at this meeting:

"The statement below is intended to provide greater clarification for TAMIU's Faculty Academic Workload and Reporting Requirements policy (12.03.99.L1 sections 5.1 to 5.3)."

"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."

After much discussion it was agreed to strike the sentence: "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." Also it was agreed to remove the references to the specific number of hours in the fourth sentence. With these amendments, the document was voted on and approved unanimously by the Senate.

2. New Handbook language for Graduate Faculty (see attachment).

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).

Several questions arose about the first paragraph on the top of page two of this document;

"unless the faculty member earns below a score of "3" in research".

It was asked "a score of "3" in what?" And why only research was included and not teaching? And what is the timeline for all of this to take place once the "below 3" is obtained and is there any remediation?

The Senate suggested that this document be returned to the Graduate Council for further clarification on these points before a Senate vote could proceed.

## VI. Old Business

### 1. Ongoing Technology Issues:

It was asked if OIT can explain why their automatic updates seem to totally disrupt Mac computers?

## VII. Committee Reports

### 1. Academic Oversight Committee:

Dr. Lola Norris announced to the Senate that the committee met and decided to add a separate box under each question of the Support Survey for "helped" and/or "hindered". Also the Support Survey will start on the week of February 11th and last for two weeks. Also, she checked with OIT about getting the Senate access to Survey Monkey and is awaiting a reply.

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 the committee is waiting on the February 14th deadline for College nominees for the University Awards so that they can begin to put together the teams for the classroom observations, which will begin approximately two weeks after Spring Break.

6. The Handbook Committee:

Dr. Bennett reported that the Web Handbook and the official 'epub' version of the Handbook are now up to date.

7. The Assessment Committee:

Dr. Gill reported that the edits have been finished for the Administrator Evaluations and it is ready to be put online the week after Spring Break.

8. The Distance Education and Instructional Technology Committee:

Dr. James Norris reported that they are beginning to evaluate two instruments for Accessibility and will be approaching the Senate at the March meeting to share their results.

9. The Technology Advisory Committee: will met on Wednesday, February 13th.

10. Fixed-Term Promotion Committee: did not meet.

11. Curriculum Committee:

Dr. Tobin reported that the Committee was making progress and will issue a report at the end of this cycle.

VI. The meeting was adjourned at 1:57 p.m.

## **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.