

2015-16 Faculty Senate Minutes
November 20, 2015
UC Oso Room 221

Present: Araiza, Bland, Bruun, Cammarata, Day, Denny, Dolan, Flourney, Griffith, Harrel, Katz, Klaus, Kownslar, Kutil, Loveland, Ozymy, Spaniol, Starek, Thompson, Valadez,

Ex Officio and Guests: Quintanilla, Cassin, Hearne, Shapala

Absent: Anderson, Mollick

I. Speaker Griffith Call to order 2:05.

Welcome to Karen Loveland the new Senator College of Business

II. Motion to approve the Meeting Minutes from the April meeting was made by Katz and seconded by Ozymy. Motion approved.

III. Motion to approve Meeting Agenda was made by Kutil and seconded by Katz. Motion approved.

IV. Old Business

A. Rules and Procedures

- 1) Freedom of Speech – Shapala: is in final stages of approval.
- 2) Merit Pay for Faculty – Ozymy: Has gone through extensive review with previous Senate and Provost. Good feedback from Senators on the documents.
- 3) Performance Reviews of Faculty Members – Ozymy: Document assists with merit evaluations; and establishes a transparent process for faculty evaluations. The procedure provides for a method for faculty involvement in the process of their own evaluations. Changes from current procedure:
 - a) Section 2.1: “Exemplary” category of performance has been eliminated. Two categories of merit (excellent/effective) and two categories that don’t receive merit (standard/unsatisfactory). Senators would like to read law related to merit/equity increases.
 - b) Section 2.6: Colleges develop a document to implement categories of merit. Deans will submit the document to the Provost for approval.
 - c) Section 2.8: Senators’ questions about the timing of the implementation of the evaluation document. Concerns were expressed that faculty should have a chance to review the documents prior to the beginning of the evaluation period. Another suggestion is to ensure that faculty who are not within a college have an opportunity to have input and are evaluated with the same criteria as faculty assigned to a college. Concerns were expressed about the norming of evaluations across colleges and departments i.e. some colleges may have lower overall scores than other colleges resulting in decreased merit increases. Senators should share with their constituents; and suggestions and questions should be sent to Ozymy. The Provost encourages a discussion among faculty within the Colleges to define criteria for rankings and it should be consistent between departments within Colleges.
- 4) Performance Reviews of Academic Administrators – Araiza: Administrators are evaluated by their Supervisors annually. Constituents are asked to review their

administrators as a part of the process. Because of the number of Administrators and Chairs, the frequency of faculty evaluations (constituent) of administrators was previously done at three-year intervals. The Provost supports the review of Deans and Chairs annually, but expressed concerns that faculty will receive too many surveys at one time if constituent reviews are done annually. Senators suggested that new Chairs be reviewed every other year with the first review being the first year of employment. Please send feedback to Araiza within the next few weeks. These types of documents are on a five-year review cycle but can be reviewed sooner if needed.

- 5) Concealed Carry Law - Griffith: Faculty/Staff/Student meetings have been held. Please notify Speaker Griffith if there are further comments and suggestions from Faculty. Harrell suggested that all phones in the classrooms be repaired and in working condition. The Provost agrees with this suggestion and will move the suggestion forward to implementation. Senate is charged with making recommendations for training and interventions should there be a violation of the law within the classrooms.

V. New Business

- A. Responsibilities of Full-time Faculty members – Shapala: The biggest changes to these documents are formatting and title of the Rule. Senator questions about 2.2 because hybrid classes don't meet according to the posted schedule.
- B. Academic Freedom Procedure – Shapala: Senators should read and give comments back to Ozymy or Araiza before December 10. Major changes were not made to the document. The Faculty Senate reviewed and commented on this document last year.
- C. List of rules/procedures for review: Shupala discussed the statuses of rules/procedures up for review by Senate and faculty. Emeritus policy is being revised to include Deans. Sixteen are in progress and ten more will be up for review in the Spring.

VI. Speaker's Report

Senate meetings in the New Year will be held in the Lone Star Ballroom. April Bassett will be sending room changes next year.

VII. Committee Reports

- A. Academic Affairs – Araiza:
The committee has received undergraduate catalogue revisions and will be reviewed in January. College of Education online Master's Program: Amy Aldridge Sanders working on a flow sheet to describe the process for approval of catalogue changes. The document will be submitted to the Provost in the near future. Committee asked to see the whole program proposals and not just the executive summary. Senators should speak with their colleges to assure that documents are submitted early
- B. Awards and Bylaws – Cammarata:
Gregory Buck was nominated for the Piper award and Karen Loveland was elected from the College of Education.
- C. Budget – Bland:
The committee will meet soon to review priorities. Mr. Tatum will be invited back soon.
- D. Committee on Committees – Katz:
Councils are assigned by Administrators and Committees are appointed by the Faculty Senate. A survey to express preferences for committees will go out soon. Katz plans to get feedback from other Senators on the right "fit" for committee members and volunteers.

There were some issues reported with the Grievance Committee membership. Katz will be requesting clarification on the length of term and qualifications of committee members. Clarification about the multiple requests from faculty to

VIII. Provost Report – Quintanilla

The Provost thanked Faculty Affairs and Academic Affairs Committees for their hard work. She believes their work will help with the Dean's evaluations last week of January or first week of February. Student evaluations are being done on paper this year. The Provost is open to changes to make the evaluations better.

Concealed Carry needs to established consequences for violations and interventions for faculty must be in place before the change takes effect in August 2016.

Continue to move forward with catalogue approval process. Academic Affairs is moving forward with the software upgrade and this will allow immediate implementation of the new process for curriculum review.

IX. Tiffany Hearn's last day at the University. A thank you was given to this individual for all of her hard work.

Ozomy- senate will be writing a rule about the campus carry law. Exclusions will be ready within 3 weeks.

X. Harrell and Kutil made the motion and second to adjourn meeting. Meeting adjourned.