

## Faculty Senate Meeting

November 2, 2011

Present: Richard Green, Pat Holmes, Megan de Valdez , Tracy Hurley, Durant Frantzen, Kevin Kendricks, Dennis Elam,

### - Approve Minutes of Last Meeting

Richard called the meeting to order at 8:15 AM,  
Motion made and seconded to approve minutes

### -Report of Progress of Committee Developing Post Tenure Review

Pat Holmes reported on the Post Tenure Review Committee. The Committee looked at the System Center policies. Dr. Bohman, Jinquan Li and Pat Holmes had met on this previously. She brought a second draft of the findings. Pat distributed a second draft of what her group produced, dated 10/26/2011. Pat suggested that we circulate this to our respective departments.

Pat mentioned that some of the policies included Librarians. Librarians are not on a tenure track position. Megan suggested that we leave the Librarians included. Megan noted that Steffannie Wittenbach teaches some classes. Megan suggested a deadline to make comments. She suggested two weeks, Nov 15 is the deadline for agenda items. Friday November 11 was suggested as a final date for submitting suggestions for change. This will need to be back to Pat by November 11.

This will be a regular agenda item for the December 7 meeting.

The revised version after faculty comment will be posted on the internet after November 11. Pat will take this to her committee and have a version for Richard by November 21.

-Report of progress of committee developing faculty handbook

Richard reported that the outline was completed. Most of the verbiage is completed. The tenure policy and post tenure review policy will be in the Faculty Handbook. Richard reported that they were using the Handbooks from the other A & M Campuses. The goal is to have this in rough draft form by the end of November. It looks to be about 100 pages. The goal is to have this by the December 7 meeting.

The longer goal is to have this approved by the Faculty by the end of the Spring Semester.

- Establish committee to develop guidelines for conduct of regular Senate meetings

This will be set off for future action. We are unsure of details. The December meeting should be open to faculty. Megan observed that she had been approached by the Mesquite about Open Meetings.

Megan asked for suggestions about Open Meetings. Richard observed that we had the right to have an Executive Session Meeting. Megan asked about rules for Executive Session. Megan thought we had the right to do this the week of the meeting. Megan wanted to discuss this to get an answer for the Mesquite. The Mesquite is the Campus Newspaper. Megan suggested we could have the meeting in the large room on the second floor of the Main Campus. Megan suggested that we may need to revise meetings times.

Megan suggested the first Wenesdayd of every month was good but we could change the time to an afternoon time. Richard also observed that we should have some meetings at Brooks.

Megan raised the issue of the call for agenda items. The items need to be sent by the 15<sup>th</sup> of every month for the meeting the following month.

Megan thought that collecting agenda items should be done by the Senator in each department. Megan suggested that a faculty e-mail be

sent telling faculty to send items by the 15<sup>th</sup> of the month. That gives two weeks for all to submit items.

Richard suggested it was better to send mass e mails via Joni Foster.

Faculty would need to get agenda items in by the 15<sup>th</sup> for the meeting December 7. Starting the 16<sup>th</sup>, each Senator needs to send the items to Richard. Megan thought it should be an executive decision about what goes on the agenda. Megan suggested an e-mail dialog to set the agenda.

Durant then asked when the revised or correct agenda would be posted. Richard said ASAP, so it should be done no later than the 20<sup>th</sup>. We need to get it done by the 15<sup>th</sup> of the month, then the agenda would be posted one week prior to the meeting. This gives the Senate until the 4<sup>th</sup> Wed to get it posted.

Richard asked about granting permission to speak at a meeting. He offered the observation that we could have agenda items, or general topic areas. He thought the Senate should put a limit on the time to talk.

Durant liked the idea that Faculty could address any item but with a time limit. Pat thought we should know who will address the Senate prior to the meeting. Megan wanted to know who could speak. Pat suggested that t they need to be on the Agenda in order to address the group.

Megan suggested that if we require them to let us know if they want to speak, this was just more paperwork. Megan said that if that person put the agenda item on, the person had the right to speak. This is in contrast to Durant's suggestion that they had to be approved to speak.

Can a person who did not put an item on the agenda address the item, Megan asked. Pat said yes. Richard observed that there was a sign in sheet at most meetings in Texas. The trade off is time and being democratic. The person suggesting the agenda item will always be allowed to speak. The sign in sheet would allow a limited amount of time.

Motion to approve the policy by Durant, no opposition, done by affirmation

-Establish time, place, and schedule for open meetings for all faculty

Richard mentioned that meeting places and times would be a subject of future meetings

- Discuss integration of Graduate Council into Faculty Senate

Richard noted that the Graduate Council was usually integrated into the Faculty Senate. He did not have a proposal but wanted to bring the issue up.

The Graduate Council is the curriculum committee for graduate studies. Durant asked what role each would have to one another. Megan wondered the same thing.

Megan asked what other committees might be involved. Richard replied Curriculum, and that there was one for each School as well as for the University. Richard suggested we might not want to include that many committees. Richard suggested that we look at other A & M Campuses and decide what to do . He suggested we may not want to take ownership of these committees. The provisions were made by the Provost. If we do not include them we need to invite Provost Snow to give us some input.

Richard suggested the Faculty Senate not take ownership.

Megan mentioned that she had been asked what was the role of the Faculty Senate. She replied that we were here to advise Administration. The response was that this was a Faculty Council.

Do we vote on anything that has any weight?

Richard observed that the Faculty Handbook created policy for the University. Faculty Senate has not authority. This is a political body.

Megan just wanted this to be clear. Richard observed that Harvard had governance over the faculty. We however are an arm of the State of Texas.

Durant asked about the list. Richard replied that he would make this available to all.

Motion was made to adjourn and it passed.