

Texas A&M- San Antonio
Faculty Senate Meeting Minutes
November 6, 2015, from 11:30 a.m. until 1:00 p.m.
Central Academic Building 219

Call to Order at 11:30 a.m. by L.Webb

In Attendance:

K. Barton, C. Cox, K. Gillen, D. Glaser, T. Hinojosa, R. Kapavik, B. Moore, C. Ross, J. Simpson, L. Webb, Dr. Teniente-Matson (President), Dr. Snow(Provost), M. Peterson, K. Bridgman

Approval of Faculty Senate meeting Minutes from October 2 , 2015

Amendments:

Last sentence on paragraph about office space should state NOT equal instead of equal.

Joe Simpson motioned the addition of adding merit pay to the agenda. 2nd K. Gillen

Motion: motions to approve the minutes as amended by R. Kapavik. 2nd by M. Peterson

Vote Passes: 8 yes; 0 no; 0 abstentions

Executive Committee Update

J. Simpson discussed the upcoming election for the Awards Committee so far he has received 3 nominees from College of Ed, 1 nominee from the Library and 0 nominees for A&S or Business. He stated that if anybody knows anyone who would like to serve on the committee, otherwise there will be no awards. Applications are due by the end of January 2016 for the faculty recognition award. An email will be sent to the Deans to get them involved in this process.

Texas Council of Faculty Senate Fall meeting:

L. Webb and C. Ross attended in the Texas Council of Faculty Senate in October and hope to keep attendance to this event consistent in the future. While they were there, Dr. Hallmark met with faculty senate members from each of the System campuses and discussed items including the Senate Bill 11 (campus carry act). Each school in the System has its own task force including faculty, staff and students to write up a policy regarding the campus carry; this bill cannot be excluded; concealed handgun licensed holders may carry however, each campus can exclude some areas on campus. While these exclusion areas must be limited they must also have justification as to why specific areas are not allowed. Several examples were given such as: daycare centers, science labs, recreational areas, stadiums, etc. L. Webb also discussed that if a room is designated as a no carry zone, then it has to remain constant at all times. A lawyer from the System was brought in to discuss legalities of this Bill and the Texas A&M University-Commerce campus was looked at as it has a great system in place which includes a 2 prong emergency system in computers. A specific software system will be looked into as the campus prepares.

Other discussion at the Texas Council of Faculty Senate meeting included discussion regarding merit pay, post-tenure review and policy (writing of policy). A subcommittee has been developed which includes a representative from all systems and independent universities of Texas.

Other:

L. Webb discussed the impact of the recent storms in the Floresville ISD and encourages staff, faculty, and student councils to gather supplies. Lorrie will post in Blackboard to promote university support.

Old Business

Dean's List: R. Pittman discussed the subcommittee that was formed to work on formation of a Dean's List. This subcommittee was former prior with a representative from each College. This subcommittee looked at universities in the System to see what their Dean's List's looked like. Full time vs. part time students were discussed and a recommendation from this committee was to include eligibility for the Dean's List to full time students only (minimum of 12 credit hours).

Motioned by the committee; 2nd by J. Simpson

Vote Passes- Yes- 11 No-0 Abstentions-0

- Dr. B. Snow stated that the earliest this will go into effect is Fall 2016 and that changes will be made and put into the University catalog.

SRI: J. Simpson met with student government regarding SRIs and students voiced that they don't want to track/hunt the SRI email/link down as they get inundated with lots of reminders to complete other tasks. J. Simpson discussed an option of having a sidebar in Blackboard which could implement reminders for students as to which SRIs still need to be completed for particular courses. Discussion with the student government also found that students didn't have any critique of the SRI questions and thought that they were straight forward.

J. Simpson also discussed the importance of the SRI response rate. Faculty feedback stated that they should be adjusted to other indicators such as attendance, grades, how well-performing that student was, etc. It was discussed that a straight forward metric may be easier to measure as other methods may turn out biased. C. Cox discussed the potential of separating out various students based on perceived grades. K. Gillen discussed the function of the SRI on the annual evaluation. J. Simpson stated that he will set up meetings with Dr. Snow, Jane Mims and Cody Cox (Annual Evaluation Committee) to discuss abovementioned comments and will report back to the Faculty Senate during the December meeting.

Office Space Committee:

J. Simpson had nothing to report.

Amendments to the Faculty Senate Constitution (2nd Vote)

- K. Gillen discussed the writing across the curriculum proposal and the addition of this committee to the Constitution and recognized that the differentiation and definitions of writing within the various Colleges will differ. Dr. B. Snow suggested that a solidified definition of what differentiation will mean.

Motioned by and approved to put forth to faculty for voting.

Vote Passes: Yes- 11; No-0; Abstentions-0

- A motion from the Faculty Senate was made to change the name of the Council on Assessment Planning and Budgeting standing committee to University Resources Commission and will be put forth to faculty for voting.

Vote Passes: Yes- 11, No- 0, Abstentions- 0

- A motion was made from the Faculty Senate to approve the suggested Amendments #1 and #2 as revised and written:

- Amendment #1 Structure of the Presidency

- 2.1 Number of Senators- Each academic college shall elect four Senators and the library shall elect two Senators to the Faculty Senate. The President of the Faculty Senate shall serve in addition to this number.

- 3.4 Terms of Office

- 3.4.1 A Senator shall serve for two years

- 3.4.2 A Senator may serve an additional year as President if elected as President Elect in their second year.

- 3.4.3 No person shall serve more than two consecutive terms.

- 3.4.4 The immediate Past President shall not serve two consecutive terms.

- 3.4.5 A term will begin on the last meeting of the spring semester in which a Senator is elected and shall terminate in the last meeting of the spring semester in which he/she is replaced.

5.1 Two Senators from each academic college shall be elected each year, and one Senator from the library shall be elected each year. One additional Senator will be elected from the electoral unit of the current President Elect.

5.3 All full-time, non-adjunct faculty members are eligible to vote, but shall vote in only one electoral unit. In the case of a questioned status under this provision, or of any provision following, the decision of the Faculty Senate Executive Committee shall be

final. The candidate(s) who receive the most votes by secret ballot within their respective electoral units shall be elected Senators.

6. 1 Elections and Terms of office for Executive Officer

6.1.1 The President, the President-Elect, the Secretary, and the Parliamentarian shall be members of the Senate and, with the exception of the President and the Immediate Past President shall be elected by the Senate at the last meeting of the spring semester in which they are elected. Officers shall take office following the end of the last meeting of the spring semester and shall serve in that capacity for one calendar year. All Senators who have not completed their term are eligible to serve as officers.

6.1.2 Officers to fill newly created offices shall be appointed by the President of the Senate or elected by the Senate. If a new office is to be continued beyond one year, the Constitution shall be amended to include the office and to specify the qualifications and method of election or appointment.

6.4.1 President: The Faculty Senate President shall preside at meetings and vote in the case of a tie, represent the Senate to the University administration and the public, and be responsible for transmitting to the President and the Provost of the University all proposals and resolutions enacted by the Senate. The Faculty Senate President or his/her representative and any members of the Executive Committee who so choose shall meet on a regular monthly basis with the Provost for informational purposes. The President shall prepare and end-of-year summary report of Faculty Senate proceedings as well as assist the Secretary in archiving documents.

- Amendment #2 Parliamentary Rules

6.4.3 Parliamentarian: The Parliamentarian of the Faculty Senate advises the Senate on parliamentary procedures, which shall follow *Democratic Rules of Order*, and oversees all elections, polls, and evaluations by the Faculty Senate. The Parliamentarian manages conduct during all meetings, ensuring the orderly conduct of meetings according to *Democratic Rules of Order*.

Motioned by and approved by Faculty Senate.

Vote Passes on Amendment #1 as revised and written: Yes-11, No-0, Abstentions-0

- Amendment #2 Parliamentary Roles Remove the wording from the Faculty Senate Constitution that states the Roberts Rules of Order is the parliamentary procedure the senate will follow to allow the senate to choose the parliamentary procedure they prefer to use each term

Motioned by and approved by Faculty Senate.

Vote Passes on Amendment #2 as revised and written: Yes- 11, No-0, Abstentions-0

Task Force for College Bylaws

D. Glaser discussed the need for two people to serve on this committee. He stated that an email was sent out to all Deans and that he will initiate a meeting when all of the people have been gathered for this committee

Annual Review Committee

C. Cox discussed that the annual review committee has been looking at other schools in the System to look for potential adaptations, etc. and that this committee will meeting in the next week to discuss those findings.

New Business

Faculty Workload and Supervision Hours:

D. Vera (faculty in the College of Education) brought forth discussion regarding EPCC. She stated that within EPCC, there are courses labeled as EDFR that students have to take (2 are field residence courses and 1 is student teaching). Within EPCC, students have the choice to be in the flex or cohort model and that the program was designed so that tenure track faculty had the opportunity to be out in the field and gain involvement in the community and with extended research. D. Vera discussed a workload issue with supervision hours and that supervision hours are not directly addressed on the faculty workload policy and that EDFR is a different department than other classes (thus an overload).

She stated that individuals who teach EDFR classes are faculty members of College of Education or adjuncts and that in the past it has counted towards teaching load, but it no longer is as of this fall. She asked if policy revisions would be possible so that there was clarity.

Other departments discussed internship options and how it is assigned as a course regardless of the semester it falls in. M. Jozwiak agreed via Adobe Connect that the policy does remain unclear and stated that there is a larger issue in regards to how this policy is an obstacle to interdisciplinary teaching. Dr. Snow stated this is was unclear and that a workload is a workload. L. Webb proposed that the verbiage is cleaned up. R. Kapavik stated that we request statements in writing from D. Vera and the Dean(s). Dr. Snow stated that this appears to be an internal issue that needs to be worked out and that internships need to be investigated and would also like a written statement from the Dean's. Dr. Snow will update us more at the December meeting.

University Calendar

D. Rushing discussed changes from the university calendar subcommittee including: a) M/W/F options for classes and the need for classroom space, b) Addition of a reading day prior to finals (Monday as a reading day; T-S for finals) which won't impact calendar. J. Simpson suggested that the week prior also consist of a reading day as well, c) Creating a block schedule for finals week, d) Graduation dates/times. Dr. Matson mentioned that students have discussed the difficulty of Tuesday graduations due to family coming into town, etc.

More information regarding calendar changes will be sent to L. Webb to post in the Blackboard Faculty discussion board.

A motion was made to extend the meeting by 10 minutes by R. Kapavik. 2nd- J. Simpson.
Vote Passes: Yes-11, No-0, Abstentions-0

Administrative Update

Dr. Snow discussed that he was putting together a committee to work on Merit Pay. He also discussed and provided a handout with a brief definition of what shared governance means in terms of committee work or anything we do as faculty. He would like to discuss this at the next Faculty Senate meeting more in depth.

He also stated that the academic plan is currently in draft mode and wants the Senate to look at strengths/weaknesses. This document is located on the Blackboard Town Square. Dr. Matson stated that program development takes time and encourages us to think about where we want to go in the future to continuously develop curriculum infused in innovative thoughts. Dr. Snow talked about a shared understanding of what will be occurring.

Motion: Motions to adjourn.

L Webb adjourns the meeting at 1:08p.m.