

Dr. Mark Shipman — President

Dr. Sandy Graham — Past President , ex-officio  
Dr. Anne Albrecht – President-Elect

Dr. Vicky Johnson – Secretary/Treasurer  
Mr. Reggie Hall - Parliamentarian

## **Faculty Senate Minutes**

Date: Monday, October 14, 2013

### **PRESENT:**

Annette Albrecht, Robert Anderson, Jesse Crawford, Wayne Atchley (for Sandy Graham), Reggie Hall, Vicky Johnson, Rebekah Miller-Levy (for Laurie McAdams), Michael Neerman, Russell Pfau (for Allan Nelson), Francine Pratt, Randy Roisere, Wendell Sadler, Mark Shipman, Alex Tanter, Mark Weber, Richard Willey, Cathy Wilterding

### **ABSENT:**

Mircea Agapie, Kendra Bowen, Ron Corella, Art Dearing, Matthew Hallgarth, Paula McKeehan

### **CALL TO ORDER:**

The meeting was called to order by Dr. Shipman at 3:03pm

### **APPROVAL OF MINUTES:**

Dr. Johnson added that the new officers have been added to the header. Dr. Weber moved to approve the minutes of the last meeting. Ms. Wilterding seconded. Motion carried.

### **TREASURER'S REPORT:**

Current balance is \$7347.84 (\$4247.84 carried over from last year + \$3100.00 funding for this year)

### **ANNOUNCEMENTS:**

- ▶ Senators are requested to provide their year of service on the sign-in sheet. Dr. McGregor has requested this information on each committee as the new committee procedures across campus will include rotation of service
- ▶ Faculty Development Leave Committee: Dr. Shipman has assembled the committee comprised of the Faculty Senate President and a tenured faculty representative from each college appointed by the deans. The committee will discuss how the committee will perpetuate itself
- ▶ Maestro: Memo 5 of 6 by Tye Minckler references this protocol. Dr. Wittie is holding sessions on it through the Office of Faculty Research in the CII section of the library.

### **UNIVERSITY COMMITTEES:**

Reports/Committee assignments

- ▶ Academic Council (Shipman)  
Issues discussed included summer school scheduling, which will be discussed further in New Business. The College of Graduate Studies decided to remove the GRE as a requirement for admittance for graduate programs. Individual programs may still choose to require it. It was passed by Academic Council, but was not a unanimous vote.
- ▶ Budget Advisory Council (Tanter)  
No report.
- ▶ Curriculum Committee (Hallgarth)  
No report.
- ▶ SEMEC (Shipman)  
No report.
- ▶ CII Advisory Council (Wilterding)  
No report
- ▶ Employee Benefits Committee (Shipman)  
No report.

- ▶ University Planning Council (Graham)  
No report.
- ▶ University Calendar Committee (Johnson)  
Last meeting dealt entirely with the summer schedule (see New Business below)
- ▶ Access Equity and Diversity Committee (Pratt)  
No report; Dr. Shipman reported that Dr. Murray said this committee would be combined with the Disability committee going forward. Ms. Pratt said that the Advisory Committee for Accommodations, led by Trina Geye meet regularly through SharePoint to look at requests and to take action on those requests.
- ▶ CLASS (Graham)  
No report.
- ▶ Faculty Handbook Committee (Shipman)  
Draft chapters will be distributed shortly for feedback by this senate.

## OLD BUSINESS

### **Smoking/tobacco use**

Dr. Shipman distributed a handout including the TAMU smoking policy which was due for review in Sept. 2013. Vicky Swam was contacted, but has not yet seen the new TAMU policy. Dr. Shipman has visited with student government. The TSU policy will come from H.R. (Angie Brown). Issues regarding the difference between smoking and other forms of nicotine delivery have yet to be addressed. Some are advocating a smoke-free campus, which brings up enforcement issues.

Ms. Pratt moved to have a faculty senate representative on whatever committee may deal with the issue and/or input into the decision making process. Ms. Winton moved that Dr. Shipman speak with Angie Brown and report back to the senate. Ms. Pratt withdrew her earlier motion and seconded this one. Motion carried.

### **Satisfaction survey**

Dr. Shipman presented a survey instrument for review, which was approved by Dr. Murray. Open-ended questions to identify emerging themes will be added to that instrument. Dr. Graham will spearhead the process. Dr. Shipman said that senate representatives are aware that some are concerned about anonymity and those questions will be addressed. If any senators have suggestions on process or wording, contact Dr. Shipman or Dr. Graham. Population to be included (campuses, fulltime/part-time) will also be discussed. The expectation is to have the survey on a sequential basis in order to track data. Motion was made by Dr. Rosiere to allow Dr. Graham to move forward with the process. Dr. Anderson seconded. Motion carried.

### **Committee participation**

Dr. McGregor met with committee chairs to discuss revamping Tarleton's committee structure. The committee types will be 1) at large committees, 2) appointed committees, and 3) task forces. All committee members will serve using a rotated designated year-of-service, although some members may be re-assigned as needed. Faculty Senate Executive Board began discussing last year increasing the Faculty Senate presence in committees. Particularly, it was felt that Academic Assessment, University Evaluation & Effectiveness, and Academic Standards were committees that should include a senate presence. Dr. Snider has agreed to invite a senator to Academic Standards. Jessie Crawford said he is already on that committee and can represent the senate. Dr. Murray has agreed to include Dr. Shipman as Faculty Senate President in the Provost's Council. At-large committees that might benefit from a senate presence: Developmental Education Council, University Discipline Appeals, University Survey Review Committee. Dr. Pfau asked whether any former committees could be removed from those requiring Faculty Senate representation; for example, the Faculty Development Leave Committee. Ms. Wilterding moved that Dr. Shipman meet with Dr. McGregor about Faculty Senate representation on the appropriate committees. Ms. Winton seconded. Motion passed.

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## **NEW BUSINESS**

### **Summer school schedule**

Dr. Shipman provided a schedule for Summer 2014 and suggested that senators share the schedule with their departments. Dr. Johnson reported that the Calendar Committee met and discussed alternatives presented to them by Academic Affairs. The committee chose one of those, which was then presented to Academic Council for informational purposes as approval was not required. The new summer schedule will accommodate those in the metroplex, Austin, and Waco areas whose public schools were not finished before our old Summer I schedule began. All summer sessions will continue to meet the 45 hour requirement by including Fridays in the schedule and 2 hour 15 minute classtimes. Flexibility will be available for those courses that require 6 weeks, 12 weeks, etc. as well as the 4 ½ week standard shown in the schedule. Issues to address will include the number of drop dates, registration dates, and other deadlines; faculty load; student schedules who take a combination of these.

### **ADJOURNMENT:**

Ms. Winton moved to adjourn. Ms. Pratt seconded. Motion carried and the meeting was adjourned at 4:35 p.m.