

Meeting: Faculty Senate
 Date: May 7, 2019
 Time: 2:02 p.m.
 Location: BA 290
 Adjournment: 3:58 p.m.

Minutes

Members present: Hongmei Jia, Curtis Jones, Annette Taggart, Gerard Huber, Stephen Starnes, Bilal Abu-Bakr, LaVelle Hendricks, Juan Araujo, Julia Ballenger, Vipa Bernhardt, John Smith, Jason Davis, Sean Anderson, Susan Stewart, Yasemin Atinc, Brandon Randolph-Seng, Pamela Webster (for Yelin Ou), Daniel Kelly, Kurtis Williams, Chad King, Benton Pierce, Vivian Dorsett

Members absent: Johanna Delgado-Acevedo, Greg Lubiani, Dimitra Smith, Debra Mahoney, Gracie Brownell, Rebecca Worley

Issue/Topic	Summary of Discussion	Decision/Action
<p>Invited Speaker:</p> <p>Laura Davidson, SSC Services for Education</p> <p>John Stanley, Custodial Manager, SSC Services for Education</p> <p>Mason Little, Custodial Director, SSC Services for Education</p> <p>Mark Giossi, Facility Coordinator & Energy Program Manager, for Derek Preas</p>	<p>The April 2, 2019 Senate minutes were approved with minor modifications.</p> <p>The meeting opened at 2:02 p.m. President Starnes introduced the invited speaker.</p> <p style="text-align: center;">I. Topic: SSC Services</p> <p>SSC representatives shared the following information with the senators:</p> <ol style="list-style-type: none"> 1. Laura Davidson shared the name and responsibilities of each of the SSC representatives. 2. Specs for what work SSC should perform is in the SSC contract. Some specs are not sufficient. Specs can be obtained from Derek Preas office. End users need to know the specs for their facility. 3. Problems with SSC that cannot be resolved through discussion with SSC should be reported to Derek Preas. 4. New work plans are in the process of development. 5. Several custodial and maintenance issues were noted for the Music, Library, Curriculum and Instruction buildings. 6. Changes in custodial staff has resulted in improvement. 7. Training new custodial staff is in place. 8. The Energy Improvement Plan is completed. SSC staff is adjusting most of the settings. The A&M standard for winter is 69°-70° and the summer is 74°. The purpose of this plan is to save money. We want everyone to be comfortable. However, we have old facilities. 9. Submit work orders. Mark Glover handles work orders. Any faculty or staff member can submit a work order. 	<p>President Starnes stated that the minutes were approved as amended</p>

	<p>10. Need to use the system by reporting work orders. 11. SSC is trying to adjust temperature. We can track the data on room temperature. 12. We have replaced some of the equipment. 13. We are updating the Master Plan. Hope to have it ready by the middle of June 2019. 14. We have created a daily checklist for custodians. 15. Custodians vacuum and dust faculty member office and the main office weekly. Windows are cleaned daily and trash is taken out daily. 16. Vehicles are not on a schedule of replacement. 17. We will provide Faculty Senate with an organizational chart and contact names.</p> <p>Faculty senators' and other guests' input.</p> <p>1. We are receiving complaints that the restrooms are not clean. 2. The Curriculum and Instruction Education South Cooling System does not operate efficiently. 3. Classes have closed in the Arts Building because the temperature was too cold (40 degrees). 4. Is there a Master Plan? 5. What is done to clean faculty office and the main office? 6. Stairwells are dirty. 7. Vehicles and carts are old and dilapidated. 8. What is the replacement schedule? 9. Can we get an organizational chart and contact names for SSC?</p>	
<p>Communications</p>	<p>Dr. Starnes shared the following with the Senate.</p> <p>1. Update on administrator evaluations (a) some Senators reported that not all faculty in their department received the e-mail requests to complete the three surveys. There were some problems with the e-mail addresses submitted for those faculty. Correct e-mails were entered by Dr. Su and those faculty should have received the requests by now. (b) five of the department heads e-mail addresses were reported wrong to Dr. Su. These were corrected. But this may have caused some department's faculty to have to resubmit their department head survey. (c) Dr. Su has been monitoring response rates and reporting to Dr. Humphries and Dr. Starnes. Dr. Humphreys is requiring all Deans to complete their surveys. All Deans self and peer evaluations are done. For department heads, 100% of department heads in COB and CASNR have completed their surveys. 6/7 (86%) of department heads in COSE have completed peer and Dean evaluations, CHSSA 3/8 completed, 38%; and CoEHS, 2/8, 25%. (d) The surveys are set to close tomorrow. Senators were asked to encourage their departmental colleagues to complete the surveys if they have not already.</p>	

	<p>(e) Senators were asked to poll their departmental colleagues if they received the surveys – maybe there were more incorrect e-mail addresses in the system</p> <p>(f) The surveys were only sent to full-time tenure-track and professional-track faculty – not to adjuncts.</p> <p>(g) One Associate Dean commented that he thought Assoc. Deans should be evaluated. Because evaluations were already underway they were not added. Dr. Starnes told Dr. Humphries that he would ask the Senate if they should be included. The Senate will formerly consider this at a later time.</p> <p>2. The Strategic Plan was due May 1. The Strategic Planning committee met last on April 15, 2019, to go through one more round of revisions after the two open forums. Dean Gibson and Dr. Rodriguez were then supposed to meet with Dr. Rudin to present it to him. Dr. Starnes has not heard anything about the strategic plan since the April 15 meeting.</p>	
<p>Committee Reports</p>	<p>Academic Life: Senator Hendricks reported on work by the Texas Association of Black Professors in Higher Education. Senator Hendricks discussed the possibility of the Faculty Senate partnering with TABPHE to select junior faculty awards. A&M-Commerce needs to do more to take care of its own faculty. Senator Hendricks also discussed work that he is leading on best practices in civility.</p> <p>Academic Practice: nothing to report</p> <p>Admission and Retention of Students: nothing to report</p> <p>Budget: nothing to report</p> <p>Curriculum: nothing to report</p> <p>Faculty Awards: nothing to report</p> <p>Organization of the Senate: nothing to report</p> <p>Scheduling and Facilities: nothing to report</p>	<p>Motioned by Senator Hendricks and Senator Ballenger seconded the motion.</p>
<p>Unfinished Business</p>	<p>1. College of Innovation & Design proposal Senator Hendricks motioned that the Senate vote to support the proposal to create the College of Innovation & Design. Senator Kelly seconded the motion. Three senators abstained and 14 opposed the motion. The faculty senators noted that the College of Innovation & Design proposal did not need our approval. Senators were concerned about the methods used to put the program together, select faculty to teach, and choose administrators. There was not an Internal or External Search for the two administrator positions. Faculty senators voiced the need to be involved in the planning of university initiatives such as this one.</p> <p>2. Election of Secretary. The Senate constitution has not been revised to reflect the merging of the corresponding and recording secretary into one position. Thus, the secretary election was postponed until the September meeting.</p>	

	<p>3. Discussion of the proposed Faculty Workload Policy. Senator Hendricks motioned that the Senate vote to support the proposed Faculty Workload policy. Senator Smith seconded the motion.</p> <p>Several senators felt the workload policy added to teaching responsibilities. Others voiced the concern that the workload policy would only happen if the university funds the hiring of new faculty. Two senators noted that their department had developed their new workload policy.</p> <p>The Senate voted in support of the proposed policy. 13 Senators were in favor, 3 Senators were opposed and 2 Senators abstained.</p>	
<p>New Business</p>	<p>1. Senator Dorsett – Core Curriculum Assessment. Senator Dorsett shared a complaint from one of the Senior tenured-faculty members in her Department. The senior tenured-faculty member stated that evaluation belongs in the department and questioned the University Studies requirement that faculty who teach a core curriculum course should include SLOs and artifacts in the syllabus. The SLOs, evaluations, and artifacts must be submitted to the University College. Other senators did not see a problem with this requirement, since it was in policy and is mandated that we do so. To not comply would indicate non-compliance and be detrimental to the university.</p> <p>2. May and summer graduates were approved.</p> <p>3. Affiliate Faculty- several of the senators requested more information.</p> <p>4. Wintermini- Discussion: Senator Hendricks noted that in 2012 Faculty Senate voted to increase the Wintermini course stipend for instructors to \$5000.00. The pay was increased from \$2,700 to \$3,750. Senator Hendricks moved that Wintermini pay should increase from \$3,750 to \$5,000.00. Senator Smith seconded the motion.</p> <p>5. Senators discussed the reorganization of the College of Business. The question was raised whether faculty in the COB were asked for their input regarding the organization. Concern was raised that it appeared that there was little transparency in the process.</p> <p>The meeting adjourned at 3:58pm.</p>	