

Meeting: Faculty Senate
 Date: May 3, 2016
 Time: 2:03 p.m.
 Location: BA 290
 Adjournment: 3:05 p.m.

Minutes

Members present: Heslop, Jones, Lancaster (for Taggart), Huber, Slovak, Starnes, Hammack, Nippani, Ballenger, Mitchell, Smith, Davis, Anderson (President), Ballotti, Yan, Taneja, Ou, Kelly, Smithers (and McKenzie), Williams, King, Pierce, May, Hurley (for Sun), Worley
 Members absent: Tanik

Issue/Topic	Summary of Discussion	Decision/Action
	April Senate meeting minutes were approved as amended	Motioned by Smith, seconded by Hammack
Guest Speakers	none	
Communications	<p>President Anderson summarized several items, including:</p> <ul style="list-style-type: none"> • Texas A&M University-Commerce Procedure 02.05.99.R0.01 Assumption of Presidential Responsibility is in effect. Dr. Benavides is Acting President at this time. • Dr. William Kuracina addressed the Senate Executive Committee May 2 regarding the Faculty Workload Policy where he summarized for faculty present at the meeting details of the proposed policy that is going forward to the Provost. The main features of the proposal include faculty being required to teach 300 sch a semester but departments will have flexibility to decide how to get to a 300 sch on average for faculty in the department. • President Anderson spoke with Student Disability Resources and Services. Information discussed can be accessed at the websites noted below. <ul style="list-style-type: none"> ○ http://www.tamuc.edu/CampusLife/CampusServices/studentDisabilityResourcesAndServices/studentResources.aspx <ul style="list-style-type: none"> ▪ Under Application Packet – <i>Procedures for Accommodations</i> document ▪ Additional forms and publications also 	

available on this webpage

- <http://www.tamuc.edu/CampusLife/CampusServices/studentDisabilityResourcesAndServices/prospectiveStudents.aspx>
 - Detailed FAQ-style page for prospective students concerning the services provided by SDRS
- <http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.01.99.R0.01StudentsWithDisabilities.pdf>
 - TAMU-C procedure addressing students with disabilities
- 72 hour wait period
 - Response from Paige Bussell, University Registrar
 - General: “This was set up to allow for the weekend times/holidays when no one is available to assist with holds, pre-req’s, etc. The 72 hours is really only 3 days (24 hours *3). Once students receive the email to register, they then have up to 72 hours to register for the course. It would not necessarily take 72 hours if a student does it sooner of course, thus allowing more time for the next student in line.”
 - Still coming into class at week 3: “The waitlist code will be removed by census date as students should not be entering classes after that time. I’m not sure how students were still being able to register unless they had instructor and dean approval as the online registration is controlled by dates and would not allow them to register online.”
 - Student in a course dropping to take another section of the same course and then trying to get back into first section; unfair to place at bottom of list of first section having already been enrolled: “I

	<p>agree; however, it would not be fair to allow that person into a class they were already enrolled in if a wait list is set up. Instructions are posted online for the waitlist function under the faculty section: http://www.tamuc.edu/admissions/registrar/documents/WaitlistInstructions.pdf</p> <ul style="list-style-type: none"> ▪ Wait list not functioning well: “In the past, the waitlists were setup at the request of the department – not all of the departments used the automated function. However; the Provost sent out a request for new scheduling guidelines last fall and included wait listing as part of those requirements. The guidelines are posted at: http://www.tamuc.edu/admissions/registrar/schedulingguidelines/default.aspx (See section V.)” 	
Committee Reports:	<p>Admission and Retention: 1. Senator Kelly summarized committee recommendations, including Intentional Mentoring as being part of the Faculty Workload Policy. 2. According to Ricky Dobbs, the requirement that students remain enrolled in math and English until they complete their core requirements is not strictly enforced. Success coaches keep students under their advisement continually enrolled in math/English, but departmental advisors do not.</p> <p>Awards: Professor Larry Lemanski has been recommended for Regents Professor.</p>	
Unfinished Business:	<p>1. Department Head and Academic Administrator evaluation policy (12.01.99.R002) was last revised in 1996. Senators discussed and recommended that it needs to be revised and implemented across campus.</p>	
New Business	<ol style="list-style-type: none"> 1. Spring 2016 graduates were approved. 2. Course evaluation: The administration period of the 	<p>Motioned by Nippani, seconded by Ballotti</p>

	<p>paper evaluations was a short window of time and the window the evaluations could be administered in was not announced with adequate time for all courses to be included, which included courses at 5 satellite campuses and blended courses. The Senate recommended that going forward the administration period needs to be announced before the start of a semester if the period will not include traditional dates (i.e. towards the very end of the semester). The early date for spring 2016 evaluations related to staffing issues (do to a push to get the evaluations processed before the end of the spring semester to avoid summer pay).</p> <ol style="list-style-type: none"> 3. Officer elections were conducted. Senator Starnes was elected President-elect by acclamation, Senator Ballenger was elected Correspondence Secretary by acclamation, and Senator Tim Wilson was elected Treasurer by acclamation. A recording secretary was not elected. 4. Senator Hammack was recognized for her 42 years of service to A&M-Commerce and her many years of service to the Faculty Senate. 5. The Theatre department's Mother's Day performance was announced to the Senate. The show runs Thursday-Sunday of Mother's Day weekend. The show is bilingual. Kids of all ages have free admission on Sunday. The show is targeted to kids in grades 4-5. 	<p>Motioned by Nippani, seconded by Smith</p>
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