

FACULTY SENATE MEETING MINUTES – December 3, 2024

Senators present: Brandon Randolph-Seng, Tami Morton, Rusty Fox, Jason Lee Davis, Julia Ballenger, Josephine Durkin, Kelly Featherston, Hunkar Gizem Yesilyurt, Omar El Ariss, William Kuracina, Stephen Starnes, Yasemin Atinc, Zachary Palmer, Nikolay Sirakov, Mei Jiang, Julee Walker

Senators online (6): Carrie Klypchak, Adam Northam, Stephen Furlich, Jimmy Womack, Carlos Bertulani, Dongmei Cheng, Meifang Xiang

Dr. Atinc passed out a token of appreciation for all Senators prior to the start of the meeting.
Dr. Atinc called the meeting to order at 2:13pm

Judy Sackfield and her executive leadership team were present. She introduced her team and division and discussed their role at ETAMU.

- Jayson Douglas shared updates from his division (disability services, counseling center, advocacy, international programs and first-generation student success). He also discussed procedures related to death of a student and how to file a CARE report. He responded to specific questions about this process from faculty Senators. Mr. Douglas said he would be willing to come back to a Senate meeting to discuss various topics.
- Michael Stark shared updates from residential living and student rights and responsibilities. He wanted to share information about the Behavior Intervention Team (BIT) and the processes that take place when there are behavior related issues for ETAMU students (i.e., process can be ongoing with follow-ups).
- Autumn Johnson shared updates related to campus recreation, student health services and impact reports. She shared that ETAMU joined the Texas Well-being Collaborative (2 year). Dr. Bernhardt is the faculty representative for that committee. The campus sport and recreation center will be undergoing an expansion and construction (estimated 16 months).
- Amanda Horne shared updates related to the student center, student engagement, and the student government association (SGA). Intercultural leadership and other programs have merged within the office of student engagement, staff changes and SB 17 impacted the infusion of some of the programs.
 - o Dr. Starnes asked about the early intervention reports that professors complete and whether or not those reports go to the office of student engagement. Mr. Douglas responded that there are multiple report levels and those reports go to the appropriate department as needed (advising, behavior, class attendance, and other life factors). Student services have a continuity of care plan that have helped join the related departments in the process of improved student engagement.
- Ms. Sackfield shared that she has emergency funds available for certain situations (e.g., Lift a Lion fund; Greatest Need Fund), so if you hear that students are in extreme need –

a CARE report can be completed for financial reasons. She recommended that faculty donate to Lift a Lion fund to help students.

- Dr. Ballenger had an edit to the past meeting minutes (add “Dr.” to Sharonda Pruitt). Dr. Ballenger motioned to approve the past meeting minutes and Dr. Morton 2nd the motion to approve the minutes. All approved.
- Dr. Palmer put forward a motion to confer Fall 2024 Graduates and Dr. Ballenger 2nd the motion. All approved.
- Senators may consider working on a summer model document. Connect with your department and get feedback related to summer model and/or the workload policy. Send feedback to Dr. Atinc.
- Classroom information and needs for updating (i.e., Talbot Bldg, Ed South) should be shared with Dr. Atinc, by the due date that is shared in emails. She will share this information to the Provost.
- Dr. Durkin suggested that faculty Senate could have a course within D2L to use for documents, communication, and deadlines. **Dr. Atinc follow-up.**
- Dr. Ballenger shared anecdotes related to faculty missing deadlines or why some faculty may not be responsive with emails. She recommended better communication between department faculty.
- Various senators shared concerns related to the T&P process, new faculty experiences, annual evaluation documentation, and other personal examples about T&P. Some Senators shared that personal concerns have prevented some faculty from reaching T&P.
 - o Dr. Morton shared that there is an appeals process at the college level.
 - Within C&I there have been a lot of transition within department heads and that can impact mentorship to new faculty.
 - Dr. Ballenger shared that the inconsistency in mentorship (based on personnel changes) can be difficult for faculty.
 - Concerns were shared about the university department head policy (i.e., power to reject T&P even with other departmental support).
 - Faculty shared that some departments are able to see the T&P ballots, whereas others are not.
 - Dr. Kuracina confirmed that the ballots are supposed to all be submitted as the T&P documents move up to the various levels.
 - Some departments are working on their own T&P rubrics. It was suggested that the process should be transparent, published, and posted publicly on the website. Dr. Atinc suggested this should be the case (**follow-up**).
 - The number of external reviewers should be clear and constant across the college.
 - Remove the ‘shall’ language and keep it ‘should.’ Dr. El Ariss stated: The language should be clear for non-native speakers, is something optional or not?

- Related to T&P documentation, Dr. Durkin wanted to make sure the D2L shell is accessible for those with disabilities or have different interface experiences (i.e., accessible time to upload documents).
- Faculty Senate Awards planned to take place on April 22, 2025
- Dr. Atinc reminded that the Coffee and Pie with President and Provost is scheduled for December 4th, 3:00 pm in BA 290; however, Dr. Rudin will not be present. Dr. Vacca-Hasse will be present. Dr. Palmer, Dr. Starnes, Dr. Fox, Dr. Davis, Dr. Randolph-Seng, Dr. Klypchak, and Dr. Bertulani will all be in attendance tomorrow.
- Dr. Atinc opened the discussion for additional T&P revision comments.
 - Dr. Fox shared concerns about early T&P denial and that it is very punitive. It may discourage or penalize those who go up early.
 - Concerns were shared again about transparency related to ballots (i.e., ballots should be inserted into the portfolio).
 - Dr. Atinc shared that she has given past feedback (sent via email) to the Provost but welcomes additional feedback.
 - The purpose of T&P is to improve academic quality and the procedures should support that purpose.
 - External reviewers should be suggested by the faculty and department chair (the number required should be clear).
 - As T&P policies change, faculty should be able to select current or new policy that applies to them.
- Dr. Atinc shared the date, April 22nd, for the spring faculty awards banquet. Dr. Edwards has shared that TABPHE will share costs related to the banquet.
- Dr. Atinc shared holiday greetings, Dr. Davis motioned to adjourn the meeting and Dr. Ballenger 2nd. The meeting was adjourned at 3:56pm