

Preliminary Minutes - Faculty Senate
October 21, 2016

Present: Alex, Bartlett, Blodgett, Commissiong, Craig, DeOtte, Dursun- Kilic, Hindman, King, Klaehn, Lee, Lust, Meredith, Nam, Ottoson, Revett, Seward, Tao, Stuntz

Absent: Hartin, DeButte, Osei-Hwere, Shao

Guest: NONE

1. Called the meeting to order around 12:15 pm
Rajan Alex took notes on behalf of the secretary who was presenting at a conference out of State. Maxine DeButte missed due to a death in her family. Neal Meredith's wife is expecting a baby the following week and the senators wished the family well.
2. Dean of the College of Business, Dr. Neil Terry, was introduced to the senate and he addressed the following questions.
 - a. What role do you believe the Faculty Senate should play in the shared governance of the university as it pertains to your college/independent school?
Dr. Terry started by saying that Dr. Wendler thinks that the college may have to look at the current instructor positions to further improve the quality of the program. However, Dr. Terry felt that his instructors do a good job not only in teaching but also in research. Dr. Terry values faculty as the most important resource in a university and believes that more tenure track faculty is better for the university. He went on to say that tenure track faculty should be teaching 9 credits hours per long semester and getting a release time for research. Since they get the release time, he believes faculty must be accountable for the release time they get. To help quantify scholarly activities, the COB uses a point based matrix to give the faculty credit for their journal publications, conference proceedings' contribution, and other scholarly activities. He believes that class size also affects teaching load. Dean Terry thinks that the ideal class size should be 50 or less. He encourages other deans to adopt the standards he has implemented in COB. Michelle Bartlett asked the dean about how vocal he has been in adopting the standard he had in place for COB. He replied that he did not want to tell other deans what they should be doing. Debra Blanton congratulated the dean on their college acquiring the AACSP accreditation. The dean felt that the accreditation and high ranking of the college programs have contributed tremendously to enrollment growth. The student size increased from 1300 a few years ago to more than 2600 and the increase would not be possible without the accreditation. He noted that we live in a world of technology where we often ask a computer or a smart device for the answers to our questions. Therefore, teaching students about technology is very important.
 - b. What is unique about the budgetary process and resource allocation for your college/independent school in comparison to others? What are your thoughts on course fees and where HEAF funds should go?
Tuition fees for the college have gone higher and he says that WT is no longer the lowest tuition fee institution. But he argued that the college is still affordable among colleges in CA or NY. He mentioned that the state appropriation towards WT's budget will be cut by 4% in the coming biennium. That is, the state's contribution which is about 40 million will get reduced by 1.6 million. He thinks that we need to think of ways to generate revenue to offset the cut. He also thinks that reducing some administrative positions may need to be considered to save money. The HEAF fund is the money that comes from the provost's office and is split among the colleges. He explained that

the money which used to be split into 6 is now going to be split into 7 parts with the addition of new School of Engineering, Computer Science and Mathematics, which used to be part of ANS. Additionally, the other colleges are going to get a smaller portion of the pie. Dean Terry also mentioned that the college of Fine Arts and Humanities will be getting an HD studio. He said that some colleges has specific needs such as repairing or building barns and fences while other colleges may not have the same kind of needs. But the deans have to agree on meaning full budget allocation. He said that COB has a differential tuition which every student taking a course in the college has to pay and this helps to pay for student activities such as the honor society and so on. Turkan Dursun-Kilic asked the dean what his vision is for the college in the next 10 years. He replied that he would like to have a name for the college which could generate more revenue for the college. Beyond that he did not have anything as vision.

3. Approve minutes from last meeting

Minutes of the meeting was unanimously approved.

4. Old Business

a. Parking enforcement update

Neil Meredith looked into the problem of parking enforcement and reported that the faculty needs to take their concerns to Michael Knox, Vice President for Student Affairs, if they notice vehicles parked in reserved parking spots and parking service is not helping them to resolve it.

b. Post-tenure review process update

i. Neil Meredith announced that the Post-tenure review information meeting with the Provost is coming up over the lunch hour on a Tuesday or Thursday in early or mid- November.

ii. What to do in case of ties for length of tenure to determine college CPE committee members?

Senate made and accepted the resolution stating if there is a tie in the selection of CPE committee members the tie will be resolved by randomly drawing among the faculty that constituted the tie.

iii Amend Faculty Handbook to state what to do in case of ties for length of tenure:

Bill Ambrose suggested that in the future how the tie will be resolved must be looked into after the 1st round of CPE process is complete so that we can get an better idea about how the process worked.

iv Amend Faculty Handbook about selecting the CPE committee :

This amendment was needed because the current procedure was written before ECSM became a stand-alone school. A motion to amend the faculty handbook on page 66 item II A, which states “25 names and five alternate names” was made and approved to state “30 names and 6 alternate names”.

c. Promotion of Instructors:

Neil Meredith appointed an ad hoc committee consisting of Debra Blanton, Brain Ingrassia (chair), David Lust, and Kim Seward. The committee will provide a report to senate on the rationale, reason, belief, and possible benefits for promotion for instructors. The tentative time frame for the report is December 1st.

d. RFID system, attendance icon and attendance report:

i. Neil Meredith showed how to access the RFID system. Accordingly, faculty must go to

<https://apps.wtamu.edu/attendance/> in a web browser such as Internet Explorer or Firefox and log on with their user id and password. Then it will directly display all the courses being taught as links to the attendance data.

- ii. Neil Meredith suggested that faculty share concerns or problems regarding accessing the system with IT support services.

e. Green card process:

Neil Meredith reported that the process of getting green card (US Permanent Residence card) is handled just the same as H1B visa process for international faculty.

5. New Business

- a. What is a good time interval for the student evaluations to be made accessible to the students to give feedbacks?

The senate felt a faculty teaching a class knew when it is most appropriate for the students to complete it. A motion was made and approved for individual faculty to control the date when students get access to the software to do the course evaluation.

6. Announcements:

Announcements by Neil Meredith:

- a. Names for all post-tenure review committee members (same college and non-college) to be drawn randomly at Senate meeting on 11/18 using Microsoft Excel
- b. Dean of the College of Fine Arts and Humanities will attend Faculty Senate meeting on 11/4
- c. Faculty Athletics Representative will attend Faculty Senate meeting on 11/18
- d. Faculty Development Leave application process is now open, applications are due 12/1

Announcement by Janet Hindman:

Everyone is invited to the COESS Dia de los Muertos Reception and Gala on October 28. Tickets may be purchased in Dean Henderson's Office in Old Main, Room 410. It is our biggest fund raiser for student scholarships of the year. There will be fun, food, and dancing!

Announcements by Jean Stuntz:

Award winning Colorado historian Patricia Limerick will be giving her lecture "Both Stranger and Kin: Wrestling-Successfully!-with the Riddle of Texas's Place in the American West." Oct. 27, 7 pm, PPHM. This is the inaugural Garry Nall Lecture.

Meeting adjourned around 1:45 pm. Thank You Dr. Alex