

## **Minutes of Faculty Senate 21 November 2014**

**Present:** Ambrose, Branson, Browning, Commissiong, De'Armond, DeOtte, Diego-Medrano, Dursun-Kilic, Fiaud, Klaehn, Ottoson, Pendleton, Shao, Stuntz, and Takacs

**Absent:** Blanton, Crandall, Hartin, Hindman, Lee, and Osei-Hwere

**Guests:** Betty Coneway (substituting for Hindman) and Kris Drumheller

**Call to Order:** President Ambrose called the meeting to order at 12:18 p.m. in Room 14 (Eternal Flame) of the Jack B. Kelley Student Center.

**Approval of Minutes:** Stuntz made a motion seconded by Fiaud to approve as written the minutes of the 7 November 2014 meeting of Faculty Senate. The motion passed unanimously by the Senators present.

Kris Drumheller discussed putting the CIEQ online. She said she talked to Jarvis Hampton and decided the form needs to be changed because it is too long and does not fit online. A committee during 3 years is reviewing the CIEQ, how it would look online, and how to increase return rates. Committee members are Kathy Clewett, Maxine DeButte, Kris Drumheller, Nick Gerlich, Rick Haasl, Andrew, and Jarvis. Drumheller said committee members looked at forms by two companies but were not impressed. Third-party software costs. Diego-Medrano asked why WT is doing evaluation entirely online. Drumheller said it will save money, time, and human resources because printing the header, stuffing envelopes, pulling data, putting into another format, etc. currently are labor intensive. She said the evaluation must be compatible with student technology devices. Fiaud suggested asking if the student is full-time and whether the course is required. Drumheller said good return is needed before putting a survey online for face-to-face classes. She said shortening the length of the survey might increase the response rate. Return for online courses also needs to be increased, hopefully to at least 50%. Diego-Medrano asked if online students were asked why they do not complete evaluations. Drumheller said some students forget or want to complain. Dursun-Kilic said she receives written comments online, but not usually in face-to-face classes. Fiaud said online evaluations catch the two extremes, not necessarily the middle opinion. Fiaud suggested a first question, "No, I do not choose to fill out this survey." Browning suggested every question might have a choice of "prefer not to answer." She said in face-to-face classes, students are not required to complete evaluations. Stuntz suggested a confirmation "thank you" to copy and paste to show faculty to release the course grade after a student completes an online evaluation. Drumheller said third-party resources can give instantaneous feedback. Branson said nursing has an evaluation to compare WT to others but will not allow mixing responses from online versus paper forms. Drumheller said a revised evaluation will be piloted in COMM 1315 classes and compared with previous evaluations. She will send a digital copy of the proposed evaluation for Senators to send to faculty. E-mail comments and feedback to Drumheller.

Ambrose said Dr. Shaffer accepted all post-tenure review changes suggested by Faculty Senate. Shaffer has not yet sent the document to the Faculty Handbook Committee because he first wants the Deans to review.

Ambrose said Faculty Senate discussed revising the number and length of terms for Ombuds Officer. He said something needs to be done or a call put out for applications for Ombuds Officer. Stuntz said Senate talked about 2, 3-year terms versus 3, 2-year terms. Klaehn said Senate discussed 2, 3-year terms with an evaluation in the middle. Ambrose said when the Ombuds position was created, Senate was concerned that someone not wanted might stay a long time. Takacs said he contacted the Ombuds Association and UNT to learn about other universities. He said the Ombuds Association does not have set term lengths, but usually a person is appointed and stays until he decides to leave. Takacs said some universities have a person who only does ombuds duties; some serve students and some serve staff. Takacs said most universities are similar to WT with Faculty Senate deciding and forwarding names to the university president. Fiaud suggested proposing ombuds terms and forwarding to the President. Ambrose suggested waiting until after he discusses with the President. DeOtte said Faculty Senate could do as Fiaud suggested because once a proposed process is in place, it might push the President. Fiaud volunteered to work with Takacs.

Three faculty members including Roy Issa and Andy Reynolds plan to apply for Faculty Development Leave. Ambrose said an application by Pam Lockwood-Cook was forwarded for the Minnie Piper Professor award.

Stuntz said Dr. O'Brien told her that not much can be changed on the WT EEO statement. Statements must remain separate for The Texas A&M University System and for WT. Stuntz said wording should be changed to "try to endeavor" instead of "will" or someone might sue. Fiaud suggested adding at the beginning, "I aspire to" do those things... and then list the things. She suggested moving the three new categories into the statement and not adding anything at the end. Commissioning (chair of the diversity committee) will e-mail President O'Brien to clarify for what WT cannot assume liability and ask if a sentence might be added at the beginning. DeOtte moved and Fiaud seconded for Commissioning to talk to the President. All voted in favor.

Stuntz moved that Faculty Senate honor the life of Dr. Timothy Atchison and his service to WT and Faculty Senate. All Faculty Senators voted unanimously in support of the motion. Ambrose will ask Tim's college to elect a new Faculty Senator at the first meeting in spring 2015. Senate needs to elect a new Vice President to replace Tim.

The next meeting of Faculty Senate is scheduled for 23 January 2015. The meeting of Faculty Senate adjourned at 1:08 p.m.

Respectfully submitted,

*Bonnie B Pendleton*

Bonnie B. Pendleton, Secretary

*These minutes were approved at the 6 February 2015 meeting of Faculty Senate.*