

**Approved Minutes - Faculty Senate**  
**August 26, 2016**

**Present:** Alex, Ambrose, Bartlett, Blodgett, Branson, Commissiong, Craig, DeButte, DeOtte, Dursun-Kilic, Hartin, Hindman, Ingrassia, King, Klaehn, Lee, Lust, Meredith, Nam, Osei-Hwere, Revett, Shao, Stuntz

**Absent:** Shiquan Tao

**Guest:** Robert Smith for Carolyn Ottoson

Meeting called to order at 12:15pm in Room 14 (Eternal Flame) of the Jack B. Kelley Student Center. Senators and senate officers introduced themselves to the group.

1. Minutes from May 15, 2016 meeting was approved unanimously by the senate.
2. Old business
  - a. Constitutional Updates
    - i. Recommendations from senate concerning constitutional changes and updates will be reviewed by the faculty handbook committee at their next meeting (Oct 2) to determine the way forward.
    - ii. Stand-alone school and ECSM representation  
Senate was reminded about the need to elect additional senators to represent the school of engineering, computer science and mathematics, which the senate agreed to last spring. The senate president will make arrangements for the election of additional senators from ECSM. Additional senators will be elected not appointed.
3. New Business
  - a. Senate Website
    - i. Meredith reviewed the faculty senate website with the group and explained how to access faculty senate meeting dates and minutes. He also brought the group's attention to an error in the faculty handbook concerning the location of the schedule of faculty senate meetings which Bill Ambrose volunteered to correct.
  - b. Common Drive for Senate
    - i. Meredith coordinated with IT to create a common drive folder for the senate to facilitate an easier and efficient access to senate documents, minutes and policies.
    - ii. Senators who don't have access to the common drive should talk to Meredith and he will make sure they get access.
  - c. Senate Officer Elections
    - i. There was a concern about the timing of senate elections and the potential of the Senate president having difficulty obtaining approval for course release as stipulated in the constitution. One suggestion was to move the elections from the end of spring semester to an earlier date to allow time for the senate president

elect to work with his or her supervisor concerning release time. Under the current election time line asking for release time could be challenging with course schedules posted and registration in progress. On the other hand, some senators reminded the group that release time challenges has not been an issue in the past and may not be an issue in the future and therefore not enough to necessitate a change in the election date.

- ii. Stuntz suggested that senators with intentions of becoming faculty senate presidents should visit with their supervisors ahead of senate elections to prepare them and develop a plan for release time should the senator be elected as faculty senate president.
- iii. Motion: Senators with intentions of becoming faculty senate president are advised to meet with their supervisors ahead of senate elections to discuss a plan for release time should the senator be elected as faculty senate president. Motion unanimously approved by the senate.
- iv. Timeline for Officer Nominations  
The senate recommended that the senate president open senate nominations earlier in the semester rather than later to allow nominees the flexibility to consult with their supervisors about possible release time should they be elected as senate president. The senate president agreed to move nominations from the end of the semester to an earlier time.
- v. Too much administrative involvement  
One concern with the suggestion to inform faculty supervisors when senators are nominated as senate candidates for election was the potential for encouraging too much administrative involvement in senate processes which may not be a good thing for the faculty senate but especially specific senators depending on who their supervisors are.

d. Other Business? None

#### 4. Announcements

- a. Executive Committee met with sole finalist for President, meeting went well
- b. President confirmation by Board of Regents will take place September 1. The new president is scheduled to attend the Faculty Senate meeting on 9/23
- c. Deans, Provost, and Faculty Ombudsman will be invited to attend a faculty senate meeting to share about the latest developments at the university
  - i. Faculty Ombudsman will attend Faculty Senate meeting on 9/9
  - ii. Provost will attend Faculty Senate meeting on 10/7
- d. Spring 2016 Faculty Ombudsman report is online at <http://www.wtamu.edu/academics/faculty-ombuds-officer.aspx>, remind returning faculty and let new faculty know we have an ombudsman

- e. Online training program put together by Human Resources and Faculty Ombudsman has been put in place for newly appointed department heads, associate deans, and deans
- f. New, first-time senators please stick around for a few minutes after with the officers
- g. Freshman convocation is October 6 at 5:00PM in the FUBC, please remind returning colleagues and let new faculty know about it

The Faculty Senate meeting was adjourned at 1:00 p.m.

Faculty senate minutes were approved Sept 9th, 2016

Respectfully submitted,



Enyonam Osei-Hwere, Secretary