

## Faculty Senate Minutes

January 18, 2019

**Senators Present:** Babb, Bartlett, Burnett, Curl, Davis, Franken, Garcia, Ingrassia, Karaganis, King, Kwan, Leitch, Lewis, Li, Macdonald, Meljac, Revett, Seth, Seward, and Wang.

**Senators Absent:** Castillo, Clewett, Clifton, Rollin, Williams and Woodyard.

**Substitutes:** Alexandra Muniz for Jim Woodyard and Ashley Pinkham for Yvette Castillo

**Call to Order:** Davis called the meeting to order at 12:19 pm in the Eternal Flame Room of the JBK.

**Guest Speaker:** None

**Approval of Minutes:** Ingrassia made a motion to approve the Faculty Senate minutes of November 30, 2018; Meljac seconded. Motion passed unanimously.

### Current and Pending (Old) Business

#### *Instructor Promotion*

Based on a discussion from the November 30<sup>th</sup> Faculty Senate meeting, Ingrassia presented a summary of TAMU's Faculty Handbook concerning faculty titles and promotion. College Station has three types of faculty other than the typical tenure-track, terminal degreed Assistant/Associate/Professor: Instructor, Lecturer and Academic Professional. Characteristics of each type of faculty are below:

1. Instructor – tenure-track faculty who have yet to complete a terminal degree (ABD)

2. Academic professional – actual titles include Adjunct, Clinical, Executive, Instructional, Research, Senior and Visiting along with the Assistant/Associate/Professor title (i.e., Clinical Assistant Professor).

- Faculty hold a terminal degree, a master's degree with "significant teaching experience" or "an extraordinary record of accomplishment (rare).

- Faculty member should have "significant responsibilities beyond teaching (or research for research faculty) and demonstrate continued excellence in" both primary and secondary responsibilities.

- Faculty who have been in their position for five of the last seven years receive twelve-month notice if not reappointed.

  - Visiting and adjunct professors excluded and clinical professors in the human patient care field receive two-month notice.

- All other non-tenure-track faculty receive notice of non-reappointment within a "reasonable time" of the department's decision.

- Academic professionals are eligible for promotion after five years although they usually are considered for multi-year rolling appointments after three years.

3. Lecturers/Senior Lecturers – non-tenure-track appointments who teach but are not required to make significant contributions in the areas of research/creative work or service.

- Lecturers need a terminal degree, master's degree, or bachelor's degree plus three years practice in the teaching field or licensure/certification in the field. Senior Lecturers must also "demonstrate continuing accomplishment in teaching."
- Lecturers who have been in their position for five of the last seven years receive twelve-month notice if not reappointed.
- Lecturers are eligible for promotion after five years although they can choose to apply for promotion earlier.
- Senior Lecturers may be promoted to academic professional "if their appointment responsibilities" expand beyond just teaching.

Lewis asked Ingrassia how WT's Faculty Handbook compared to College Stations regarding instructors. The key differences are: different title (instructor vs. lecturer), notice of non-reappointment (no notice vs. at least reasonable notice up to twelve months) and promotion (not eligible vs. eligible).

Based on further discussion including the fact that over 60% of our faculty are instructors, Meljac made a motion that the Instructor Promotion Committee work on a proposal to make our Faculty Handbook closer to College Station's Faculty Handbook; King seconded. The motion passed unanimously.

#### *Proposed Change to Faculty Handbook*

The proposed change about faculty attendance to graduation and convocation is on the January 28 Dean's Council Agenda. Davis will have results at Feb. 1 Senate meeting

#### *Code of Student Life Update*

None

#### *Incident Committee*

Meljac asked if the Incident Committee needed to remain open. Senators gave examples of SSC deficiencies that continue to occur despite past reporting. Revett is willing to keep track of reported items so the committee remains open.

#### **New Business**

At the November 30<sup>th</sup> Senate meeting, Davis asked Senators to review Straighterline, an online course provider, regarding accepting transfer credit. Meljac stated that the core English classes on Straighterline do not meet the A&M and TX state requirements. In addition, Deans Council is against accepting transfer credit.

Meljac made a motion to not accept transfer credit from Straighterline; Babb seconded. The motion passed with one Senator abstaining.

#### *Faculty Development Leave Committee 2019 – 2020*

Davis asked for committee volunteers to establish a timeline for Faculty Development Leave applications. Currently the applications are due in the fall which makes it difficult for someone who wants a full year leave. Revett, Curl, and Meljac volunteered.

Babb mentioned we need to do house cleaning on the Faculty Senate portion of the handbook also.

**Upcoming Schedule**

February 1

February 15

March 1

March 22

April 5

April 26

Need a day for elections with new Senate.

The Faculty Senate meeting adjourned 1:15 pm

Respectfully submitted,

Sharon Burnett, Secretary

*Minutes approved at February 1, 2019 Faculty Senate Meeting*