

## Faculty Senate Minutes

September 28, 2018

**Senators Present:** Babb, Bartlett, Burnett, Castillo, Clewett, Clifton, Franken, Garcia, Ingrassia, Karaganis, King, Kwan, Leitch, Lewis, Li, Macdonald, Meljac, Revett, Rollin, Seth, Seward, Wang, and Woodyard.

**Senators Absent:** Curl, Davis and Williams.

**Substitutes:** None

**Guest Speaker:** Dr. Jessica Mallard, Dean FAH, Core Curriculum Committee Chair

Dr. Mallard began by discussing the current administration's goal of decreasing course hours in WT's Core Curriculum (CC), which was also the goal of the prior administration. However, the current administration also wants to increase the number of transfer students. A decreasing core is not friendly to transfer students.

Historically a narrow core is an older school philosophy. Dr. Mallard researched other schools and found that we are towards the bottom in required core hours. Texas A&M is double or triple ours depending on the major. Dr. Mallard does not see a reason to decrease the core hours. Nor does she believe Dr. Wendler will unilaterally decide to decrease the core.

Dr. Wendler sets goals but does not micromanage. Dr. O'Brien did have a tendency to make decisions rather recommended or not. For instance, recently the Business Office recommended a \$1,000 penalty for late pays. The deans said no and Dr. Wendler backed off the idea. If Dr. O'Brien liked the idea, it would be policy regardless of the deans opinion.

Dr. Mallard is the permanent chair of the Core Curriculum Committee (CCC) because FAH has 60% of the core and her leadership adds stability. The Core Curriculum Guidelines determine the intent of the curriculum area. In many areas aesthetics are more important than hands on (not math obviously). Sometimes the Coordinating Board (CB) rejects a course because it is too skills-based (for example, FIN 1307).

The CB does say no and can be inconsistent. Fortunately, schools have a right to appeal their concerns. The CB has different committees for different areas. Currently there is a debate on foreign languages – only upper-level courses are part of the cc where the norm is to have lower-level non-prerequisite courses.

Each core course must meet three or four of the six core objectives. Dr. Mallard brought a handout to Faculty Senate of the WTAMU Core Curriculum Guidelines. Every aspect of WT's CC was re-done in 2013; this included re-submitting everything to the CB.

The CCC only considers changes to the CC in the fall semester to allow time for CB approval and submission to the new catalog. The CB does not like prerequisites on core courses and expects to see core courses in the regular course cycle. The CCC receives approximately five change applications each year; they might approve half.

Dr. Mallard opened the discussion for questions.

Question # 1: Clewett – How would a new university college affect the core?

Dr. Mallard does not like the idea. A recent White Paper says a College of Liberal Arts & Sciences is an old college way to do transfers. If we were to begin a new University College, it should combine some of the current areas with overlapping goals, such as first year experience and advising services. This new college could coordinate class times, as we did before online classes. This new college would also handle transfer students who have a variety of courses.

The new college should not require a new layer of administration. The Assistant Provost could oversee the college with the current heads of first year experience, advising services and any other relevant areas as 'deans'. The primary goal is coordination of efforts.

So far, no one has said we should do this but it could be an alternative to a College of Liberal Arts and Sciences.

Question # 2: Seward - Is the shift this spring within the MWF classes permanent?

Dr. Mallard – The change in class times was made due to the distance between the main part of campus and the new Ag Sciences Building. Students were leaving class early to make their next class within the allowed 10 minutes. Since the spring schedules were in progress, Dr. Shaffer asked department heads to switch MWF classes to 8, 9:05, 10:10 and 11:15.

Clewett brought up the issue of labs that are usually on Fridays and not easily changed. Science courses are usually on a MWF schedule.

With the Fall schedule coming up, Dr. Mallard stressed the need to meet with department heads on issues such as labs. Dr. Mallard also mentioned that sidewalks are planned to help pedestrian flow but in the short-term the sidewalk construction will hurt more than help.

Question # 3: Meljac – In the Classroom Center, English is losing classrooms to Business. Any news on more space?

Dr. Mallard - Some departments on campus are moving to the Amarillo Center, which should free up some space. At some point in time, the Education Building will be redone. Old Main is experiencing the same problems with many classrooms dedicated to specific classes.

With no further questions, Dr. Mallard left.

**Call to Order:** Babb called the meeting to order at 12:53 pm in the Eternal Flame Room of the JBK.

**Approval of Minutes:** Ingrassia made a motion to approve the Faculty Senate minutes of September 14, 2018; Meljac seconded. Motion passed unanimously.

### **Current and Pending (Old) Business**

#### **Senate Vacancies**

Babb welcomed new senator Lisa Rollin from Communications Disorders. This fills all open vacancies.

#### **Pending (Old) Business**

##### *Merit Raise –*

At the September 14<sup>th</sup> meeting, Clewett volunteered to investigate if the A&M System had a written COLA policy. Clewett found no written policy in the A&M System policies; only merit raises and salary adjustments mentioned. In addition, she found nothing written in the WT or A&M policies. WT's HR Department has not responded to Clewett's inquiry re COLA.

In past Faculty Senate meetings, we have discussed merit raises and the last capital campaign. Several senators noted that in their college meetings with Dr. Wendler he said that the last capital campaign was not used for merit raises. At other college meetings, he did not address merit raises specifically when discussing the capital campaign. We have yet to hear from Davis on his one-to-one meeting with Wendler where the capital campaign/merit raises was a topic

Meljac made a motion to wait for Davis before doing anything further on merit raises and the prior capital campaign; Macdonald seconded. The motion passed unanimously.

#### *Instructor Promotion*

Ingrassia contacted Neil Meredith who suggested looking at the April 6 and April 20, 2018 minutes. According to the April 6 minutes, the instructor promotion proposal had gone to Shaffer but no further. Ingrassia to continue researching but it appears the deans did not see the last instructor promotion proposal.

#### *Alumni Evaluations*

The Alumni Evaluation Committee met and elected Clewett as chair. A key issue is who asks for alumni evaluations and grade distributions. According to the Faculty Handbook it is a faculty responsibility. Committee sees no need to change this responsibility but faculty need to be aware of their responsibility and the request by deadline. The Committee is working on a user-friendly tableau. Clewett to send written changes when ready.

Ingrassia suggested a faculty senator be present at Shaffer's P&T meeting to make sure faculty going up for promotion/tenure or third-year review are aware it is their responsibility to request alumni evaluations and grade distributions.

Castillo mentioned that some of the T&P folders evaluated this fall did not have alumni evaluations while others did. Ingrassia made the point that we are behind the faculty on this because they might have been told by a higher authority they did not need something that, according to the Faculty Handbook, they did need. It is possible the folders without evaluations could be penalized within the college committees.

Senators felt the need to do something sooner rather than later on this issue. Babb volunteered to inform Davis of our discussion and ask him to contact Shaffer before Friday, October 5<sup>th</sup>.

### **New Business**

#### *Workplace Incident*

Ingrassia brought a copy of a September 22, 2018 article from the Amarillo Globe News. The article was about a SSC workplace incident that happened in late July, 2018. WT did not make a statement until the article appeared in the paper (Wendler editorial sent September 24, 2018). The discussion revolved around two concerns: lateness of statement (better to be proactive than reactive) and need for Title 9 reporting.

Meljac made a motion to form a committee to address issues related to this incident; King seconded. Motion passed unanimously.

The following senators volunteered for the committee: Meljak, King, Bartlett, Ingrassia, and Revett.

As part of the workplace incident discussion, senators shared other issues with SSC's service. A sample of the issues is below.

- Items broken in labs;
- Alcohol on employees breath;
- High employee turnover;
- Employee tardiness (building doors not open)

The newly formed committee's charge is broad enough to address these service issues also, starting with collecting information.

The Faculty Senate meeting adjourned 1:39 pm

Respectfully submitted,

Sharon Burnett, Secretary

*Minutes approved at October 19, 2018 Faculty Senate Meeting*