

The University of Texas Rio Grande Valley

2016-2017 Faculty Senate Meeting Minutes

March 31, 2017, 2:00-4:30 PM,

Ballroom, Edinburg Campus

Minutes prepared by Michelle Alvarado, UTRGV Faculty Senate, Secretary

SENATORS PRESENT: Andrew Anabila, Arden Dingle, Aziza Zemrani, Bailey Wang, Bobbette Morgan, Catherine Faver, Cory Wimberly, David Anshen, Donald J. Lyles, Dongyop Oh, Dora Saavedra, Douglas Timmer, Ernesto Ramirez, Frank Dirrigl, Frederick Darsow, Irasema Gonzalez, Irina Armianu, Irving Levinson, Jameela Banu, James Wenzel, Jasang Yoon, Jeffrey McQuillen, John Newman, Jorge Vidal, Jung-Il Oh, Katherine Decker, Kelly Leu, Kip Austin Hinton, Laura Seligman, Lilia A. Fuentes, Maria “Miriam” Herrera, Michael Weaver, Michelle Alvarado, Michelle Keck, Micky (Dumitru) Caruntu, Mohammadali Zolfagharian, Rosalinda Hernandez, Robert Gilbert, Rosalva Resendiz, Sam Sale, Sanjeev Kumar, Sara Grizzell, Teresa Feria Arroyo, Volker Quetschke, Wendy Lawrence-Fowler, William Donner

SENATORS ABSENT: Alexander Kazansky, Brian Warren, Britt Haraway, Don Carlson, Fidencio Mercado, James Bullard, James Whittenberg, Jacob Neumann, Kathy Carter, Mahmoud Quweider, Margaret Dewitt, Murat Karabulut, Nicolas Pereira, Ranadhir Roy, Wendy Innis, Yasar Tasnif

SENATORS ABSENT (EXCUSED): Christopher Vitek, Eleftherios Gkioulekas, Joe Lacher, John VandeBerg, Justin Writer, Maria Romero-Ramirez, Margaret Graham, Sheila Dooley, Wilma Mealer, Yuanbing Mao

FACULTY SENATE OFFICE ASSISTANT III: Vanessa Ceballos

VISITOR(S): Ala Qubbaj, Cynthia Brown, Jonathan Salinas, Isai Ramirez, Peter James Ehimika, Marie Mora, Raquel Estrada, Rick Anderson, Thomas Owen

Faculty Senate Agenda

I. Welcome/Introductions/Overview

President Morgan convened the meeting at 2:07 p.m. President Morgan welcomed senators and guests. Provided an overview of the agenda.

II. Guests & Announcements:

Rick Anderson, Executive Vice President for Finance and Administration

Mr. Anderson announced that Finance and Human Resources will be implementing PeopleSoft starting in Fall 2018, and Student Services will begin using PeopleSoft in Fall 2019. Isai Ramirez will oversee the implementation of the project. Most UT system institutions are using PeopleSoft. He stated that some processes are not working well on campus as outlined in the Faculty Senate’s White Paper, and his division staff are reviewing the processes to make the appropriate improvements or changes. iShop is one of the identified processes that people are frustrated with and the plan is to streamline the approval process to 3-4 weeks. The reimbursement process is another system that needs improving, and the goal is to approve reimbursements within a 2-3-week timeframe. He will create a task force to examine the current travel policy. The Procurement Office will be administered by Doug Arney. The results of the facilities survey yielded both positive and negative feedback and supervisors are reviewing

how to utilize their staff more effectively. Mr. Anderson foresees having a billion dollar in expenditures in 10 years as UTRGV continues to expand (long term). In the short term, there is concern if graduate enrollment continues to decline. On the state level, it is projected that the higher education budget will be cut with the House of Representatives proposing a lower cut than the Senate. The Senate version has special line items cutbacks which will impact the School of Medicine and Border Initiatives.

A question was raised regarding grants and contracts. Mr. Anderson has a meeting with a consulting group to review the process. Staff who handle contracts and grants will be trained. A question was raised regarding transportation between campuses. Mr. Anderson stated that ridership has increased from last fall semester and has doubled since last year. UTRGV has a partnership with Metro and student fees are paying for the operation of the buses. UTRGV will be buying four new buses next year. A question was raised regarding transporting of Faculty Senate Senators to and from meetings by renting a bus instead of paying travel reimbursement. Which is more cost effective? The cost of renting a bus for Faculty Senators is about \$700.00. A question was asked about the Huron Report. New faculty are being hired at a higher pay rate than those faculty who have been here for a while. How will this problem be fixed? Mr. Anderson stated that he did not have that information and referred the question to the Provost. The issue of staff, faculty and student travel between and among campuses was raised. Bus transportation is an issue for faculty who teach in the evening and for students who are taking classes from 7-10 p.m. Mr. Anderson stated that currently the hours of operation do not support the need for extended hours. As UTRGV expands and demand increases, there will be an increase in the hours of operation. The issue was raised that the Fine Arts department must rent vans or a coach bus to take students from Brownsville to attend rehearsals in Edinburg. This is a great cost for the Fine Arts department.

Cynthia Brown, Deputy Provost

Dr. Brown provided an update on the SACS/COC probation. Changes are being made to the website to reflect the transition of UTPA and UTB into UTRGV. The website page has been written to reflect what has happened with the transition. She has sent the UTRGV history timeline to SACS/COC for their review. The IT Marketing teams are entrusted with making changes to websites, and departments should not make changes to their websites to assure consistency of information. Departments should contact the web master if there is a mistake on their web page. The SACS/COC site visit will occur in October 2017. Dr. Brown is very confident that UTRGV should have everything in place by the visit.

Ala Qubbaj, Vice Provost for Faculty Affairs and Diversity

Dr. Qubbaj announced that ninety-nine faculty positions will be filled by April 30th. New faculty orientation will be August 16th and 17th. The deadline for involuntary separation is April 7th. Departments are finalizing guidelines such as workload, TNP, etc., that should be finalized by the end of the semester. The new department guidelines will be used starting Fall Semester 2017. Six faculty are being nominated for the Regent's Award. Dr. Art Brownlow from the Music Department was accepted to the UT System Academy of Distinguished Teachers. His office is finalizing plans for the Faculty Excellence Awards ceremony to be held on May 4th. There will be a recognition ceremony for Faculty Emeriti on May 9th. There will be Tenure and Promotion workshops in the Fall to help faculty prepare for tenure and promotion. The

Center for Teaching Excellence is sponsoring the Teaching and Learning Symposium on May 5th.

Isai Ramirez, Associate CIO Business Relations

Mr. Ramirez provided an update on password expirations and cyber threats occurring at UTRGV.

III. Reports

Blue Ribbon Committee

- A. Members: Bobbette M. Morgan, Dora Saavedra, Marie Mora, Ala Qubbaj, Dean McHatton, Dean Block, Dean Diaz, Dean Grewal
- B. Policy Updates:
 1. **ADM 06-505 Tenure and Promotion** - Status: in progress, approximately 50% done, projected vote at the May 5th meeting
 2. **ADM 06-403 Endowed Appointments and Reappointments** - Senator Caruntu moved to approve this policy as presented. Senator Quetschke seconded the motion. Discussion ensued. Point of Clarification: Full-time administrators are not able to hold these endowed appointments. These positions reserved for faculty. The motion passed.
 3. **ADM 04-700 Intellectual Property** - Senator Weaver moved for approval of this policy as presented, and Senator Quetschke seconded the motion. The motion passed.
 4. **ADM 06-505 Faculty Tenure and Promotion** - Status: In-progress. Senator Saavedra will have policy ready for review at the next meeting. This policy has been discussed the policy with the Deans at the Blue Ribbon Committee meeting.
 5. **ADM 06-111 Faculty Grievances** - Senator Fowler moved for approval of ADM 06-111 as presented, and Senator Levinson seconded the motion. Discussion ensued. In section E., f., if both parties cannot agree if legal representatives can be present then the informal hearing is over. The point was made that it was necessary to state that both parties can request to bring a representative to informal hearing. Another point was made that faculty should be able to defend him/herself during the informal and/or formal processes if their jobs are at stake. Discussion ensued about whether or not faculty have the right to bring a representative to informal and/or formal hearing. Senator Saavedra recommended the policy should state that the grievant shall be allowed to bring a representative to during the informal and formal grievance process. Senator Anshen moved to accept the friendly amendment, and Senator Fowler Seconded the motion. The motion passed.
 6. **ADM 02-201 Academic Committees and Councils** - Senator Saavedra stated the policy was reviewed at the December 4, 2016 Blue Ribbon Committee. The decision was made to add the Honors Council, Admissions Committee, and Undergraduate Committee to the list of committees. The committees the faculty wanted to include was accepted and supported by the administration

and the Blue Ribbon Committee. Senator Vidal moved to approve ADM 02-201, and Senator Herrera seconded the motion. Motion passed.

- C. **Status of ADM 06-101: The Faculty Role in Shared Governance** - This policy was passed by the Senate and was forwarded to the UTRGV attorneys for review. The Attorney had a few questions on the policy. President Morgan will work with Dr. Qubbaj to review and work on the attorney's comments.

IV. Old Business (Action items)

- A. Minutes, Michelle Alvarado, Faculty Senate Secretary

Senator Quetschke moved to approve the minutes of the February 3, 2017 Faculty Senate Meeting, and Senator Levinson seconded the motion. The motion passed. There was no quorum at the February 17, 2017 Faculty Senate Meeting; therefore, there are no minutes of that meeting. Instead there are notes for the meeting.

- B. White Paper (Processes), Dora Saavedra, Faculty Senate President-Elect

An update on the White Paper was provided by Rick Anderson, Executive Vice President for Finance and Administration.

V. New Business

- A. Evaluation of Administrators and Chairs

Senator Saavedra recognized Marie Mora for all her hard work on the Tenure and Promotion policy and for her support of faculty. Currently, an older version of the evaluation for department chairs contains twenty-six questions. The Provost has supported the evaluation of the chairs. The Senators were asked for feedback and assistance on the development of the evaluation instrument. The proposed target date to distribute the evaluation instrument is the end of April. The evaluation instrument would be distributed using Qualtrics, no IP address will be identified, and it will be anonymous. The information will be received by Faculty Senate and shared with administrators and chairs. The administrator evaluation questions used in the past will be sent to Senators for feedback and comments.

- B. Elections within Departments

Departments need to have elections to replace Senators whose terms are expiring by April 2017.

- C. Resolution on Chair Selection, Volker Quetschke, UTRGV Parliamentarian

Senator Quetschke shared that some Deans have stated that they will only select Full Professors to serve as Department Chairs. It is proposed that HOP 06-303,

Appointment, Evaluation, Role and Responsibilities of School Directors and Department Chairs be followed since they do not indicate restricting Department Chair positions to full professors. Senator Weaver moved and Senator Hernandez seconded the motion to follow HOP policy in the selection of Department Chairs. Senator Quetschke called the question. A vote was taken. The resolution passed. President Morgan will send resolution to administrators and deans.

D. Huron Report Request

We will have a report for May's meeting.

VI. Meetings

- A. The upcoming Faculty Senate Executive Committee Meeting was announced: Edinburg Faculty Senate Offices, Library, Friday, April 21, 2017 at 2:00-4:30 pm.
- B. The next Faculty Senate Meeting will be: Friday, May 5, 2017 from 2:00 pm - 4:30 pm in Harlingen

VII. Other/Announcements

- A. Election of Senators to fill spaces of those rotating off will need to be completed in March and April so new Senators have the opportunity to attend the May 5th meeting and participate in the election of officers for 2017-2018.

VIII. Closure and Processing

The meeting adjourned at 4:29 p.m.