



**2015-2016 Faculty Senate Meeting Minutes
February 12, 2016 2:00- 4:30 PM
RAHC 1.100, Harlingen, Texas**

Minutes Prepared by Wendy Lawrence-Fowler, UTRGV Faculty Senate, Secretary

SENATORS PRESENT: James Boudreau, Dongyop Oh, Sibin Wu, Mohammadali Zolfagharian, Mohammad Azarbajani, Wendy Lawrence-Fowler, Sanjeev Kumar, Immanuel Edinbarough, Irasema Gonzalez, Bobbette Morgan, Jacob Neumann, Robert Gilbert, Donald J. Lyles, Britt Claude Haraway, Frederick Darsow, Justin Writer, Alexander Kazansky, Murat Karabulut, Angela Scoggin, Wilma Mealer, Fidencio Mercado, Catherine Faver, Jeffrey McQuillen, Dora Saavedra, Thomas White, Michael Weaver, Brent Campney, Ernesto Ramirez, David Anshen, Cory Wimberly, William Sokoloff, James Wenzel, Aziza Zemrani, Margaret Graham, Christopher Vitek, Matthew Terry, James Bullard, Eleftherios Gkioulekas, Ranadhir Roy, Jasang Yoon, James Hinthorne, Nicolas Pereyra, Kathy (Kathleen) Carter, Arden Dingle, Wendy Innis, John VandeBerg, Michelle Alvarado, Kelly Leu

SENATORS ABSENT:, Sam Sale, Mahmoud Quweider, Brian Warren, Bailey Wang, Yasar Tasnif, Jeannean Ryman, Sandra Hansmann, Rosalva Resendiz, Gary Leka, Stephen Merino, Maria "Miriam" Herrera, John Newman, Yuanbing Mao

SENATORS ABSENT (EXCUSED): Irina Armianu, Sheila Dooley, Joe Lacher, Jameela Banu, Sandra Musanti, Lilia Fuentes, Lionel "Javier" Cavazos, Volker Quetschke, Ernesto Ramirez, Micky (Dumitru) Caruntu, Rosalinda Hernandez, Andrew Anabila, Daniel Hunter-Holly

FACULTY SENATE OFFICE ASSISTANT III: Vanessa Ceballos

VISTOR(S): Ala Qubbaj, Marie Mora, Kristin Croyle, Cynthia Brown, Havidán Rodríguez, Mark Kaswan

1. Pre-Meeting (1:45):
 - a. Senators Sign in for Attendance and for Travel Reimbursements (Edinburg & Brownsville Senators)
 - b. Pick up handouts or use electronic devices to access materials.
2. President Saavedra convened Meeting at 2:20 p.m.
 - a. President Saavedra requested a moment of silence in respect/honor of the faculty members that passed away this year: Bobby Levitt, Pearl Brazier, Carlos Gomez, MaryRuth Chen.
 - b. President Saavedra modified the meeting order to accommodate the meeting guests, inviting them to have a conversation with the faculty.

3. Updates from Administration and University Committees, etc. (as available & as needed)
 - a. Provost Havidán Rodríguez
 - i. The charter class for the UTRGV School of Medicine accepted their first class of 50 students.
 - ii. UTRGV participated in and was a part of the scientific group making a major scientific discovery announced by The National Science Foundation
 - iii. The strategic planning initiative is moving forward. Advance, the AA Leadership program, WFN, President's Council, and Faculty Senate are looking for ways to engage faculty.
 - iv. This year, senior administrators are dividing their time between campuses. Dr. Rodríguez's schedule places him in Edinburg on Mondays and Fridays, Brownsville on Tuesdays and Thursdays and Wednesdays, he is wherever he's needed. A calendar is forthcoming to let people know where he can be reached.
 - v. The Provost opened the floor to questions:
 - vi. President Saavedra started by asking about the Huron Study. The Provost responded that the study was delivered today, but he had not read it yet. He shared Chancellor McRaven's interest in gender equity issues. He indicated there had been a "peer and aspirational" institution exercise, and the report is still under evaluation. It was noted that the UT System has a specific process for the identification of the peer and aspirational institutions. A follow-up question concerning the reporting of known equity issues was raised. The Provost stated that once the chronic issues were identified and the cost to the university determined, there would be a prioritization process, and the issue would be addressed as soon as possible. The Provost suggested that faculty approach their chairs to take the (equity) issue to the deans. (A paper trail was recommended.) Further questions from the floor included: if the Huron study suggests realignment of salaries is necessary, are funds available? The issue of identification of peer and aspirational institutions was introduced again. Later in the conversation, the question of the Huron study and the timeline was raised again. The provost again indicated that the Chancellor is particularly interested in the gender equity issue. UTRGV has to address this with the chancellor in the next few months. The Provost stated he hopes to address the issue starting in the fall.
 - vii. Senator Morgan asked the Provost to shed some light on what may be happening across campus with respect to doctoral programs. The Provost indicated that there is not a campus wide moratorium; rather the College of Education is looking at the two doctoral programs to determine what is in the best interests of the university and community. Other colleges may have cyclical admissions.
 - viii. In response to a question, the Provost assured the senate that all committee work for the Dean's Search for College of Fine Arts was complete prior to the passing away of a member.

- ix. Issues of professional communication were addressed with a question about the tone of a recent email pertaining to the wearing of nametags. The goal is for students to quickly identify individuals who may be able to help them.
- b. Deputy Provost Cynthia Brown
 - i. Security at the McAllen Teaching Site: there are increased patrols at the site and issues related to shift changes and prime times for class release are recognized and being addressed. A senator pointed out the university's vulnerability and the potential for a law suit.
 - ii. The *ad hoc* curriculum committees (graduate and undergraduate) are formed; forms and process instructions were distributed to all faculty via email
- c. Vice Provost Ala Qubbaj
 - i. addressed tenure and promotion and faculty recruitment, asking for suggestions to streamline or modify the process. He mentioned the training for tenure and promotion committees. In response to a question about the Faculty Recruitment Manual, he indicated there may be a lot of confusion about the process; however, the entire faculty should be able to provide feedback about candidates, job descriptions, etc.
- d. The VP for Student Success (Kristin Croyle) requested feedback on the highlights electronic publication, particularly where there are faculty questions and answers. She addressed a concern with the core assessment process - the data and the analysis. She responded to a request to explain the advisement process for the upper division courses. She then suggested that there may be an opportunity for hybrid models of advising. There are some colleges who prefer to have their own specialized advisors.
 - i. Senators suggested that there was confusion and a lack of coordination between/among enrollment, registration and advisement - there is a lot chaos that needs to be sorted out. This included scheduling the deadline for final grade submission that allowed appropriate time for grading as well as the administrative needs for financial aid etc.
 - ii. Additional issues included the necessity of a total campus shutdown over the winter break, the apparent lack of a 10 week summer session, mini-semester opportunities have been restricted to only study abroad and internship courses, a possible error in not scheduling July 4th as a holiday, the lack of high quality ITV inter-campus connections, and the distribution of faculty time

The Provost asked that faculty bring up issues so they do not fester. He concluded by stating that the most important thing we do as an institution is to hire faculty and promote faculty. He asked the faculty to ask themselves if their departments are doing strategic hiring. Are they considering the best focus area? We currently have 160 hires going on. Are they strategic?

- i) In response to questions concerning faculty location, the Provost introduced the idea of trying to balance (campus assignments) and indicated that first and foremost, the Provost Office is not going to mandate where people will be teaching. While there may be a primary campus, some travel will be necessary. The needs of the department should guide the information provided to interviewee questions about where they will be teaching.
- ii) There was a concern noted for emails that were inappropriately routed. There may be some technical issues; however, they can be forwarded to the Provost and Deputy Provost.

President Saavedra thanked the guests and called for a short break.

- e) Mark Kaswan (Strategic Planning Committee/Process Group)
 - i) President Saavedra introduced Dr. Mark Kaswan. Dr. Kaswan is one of ten faculty members on the committee and the only one that is not tenured. He shared best practices on strategic planning at educational institutions. He indicated that the approximately 25% faculty representation on the strategic planning is short of the best standard practice of 40 - 60% faculty membership.
 - ii) He shared several strategies to address this problem, including creating a number of subcommittees (mission, vision, values, etc.); priorities have been identified by the planning committee. The subcommittees are an opportunity for faculty to be engaged in the process. Members of the Faculty Senate or faculty in general can address the imbalance in the strategic planning process. This requires participation of the stakeholders. Administration has not assured stakeholder involvement to date. He suggested deputizing the Faculty Senate to engage the departments. He requested that faculty senators ask their chairs to discuss strategic planning at their respective department meetings.
 - iii) Dr. Kaswan noted that there is a severe imbalance in the Faculty Senate that needs to be addressed. The 'heavy' over representation from Edinburg can be addressed by including Brownsville faculty. He suggests there is an opportunity to address this in the strategic planning process. The imbalance was acknowledged by a senator, and noted that the idea of engagement is good, but it is also driven by the faculty.
 - iv) Comments from the floor indicated a lack of information flowing to the faculty, and there was a question about how the subcommittees will be formed. Dr. Kaswan indicated that the process may be clearer after a February 8, 2016 steering committee meeting. The Senate asked for some clarification on how the working group reports are used.

4. Action Items: (after guests)
 - a. Senator Weaver moved to approve the minutes for January 29, 2016. Senator Graham seconded the motion. The motion passed.
 - b. Old Business: Motion to have technology enabled meetings remains tabled.
 - c. Committee membership for review of ADMs reviewed (See table below.)
5. New Business:
 - d. President Saavedra discussed the formation of working groups on issues. There are two kinds of problems: structural problems and items that should be added to the strategic plan. Jim Wenzel has been asked as a chair of a working group that will identify 4 or 5 problems and prepare a white paper on resolving.
 - e. Senator White moved to create a working group chaired by Jim Wenzel. Senator Haraway seconded the motion. The motion passed.
6. Emerging Issues or Revisited Issues
7. Issues addressed:
 - f. Retiree Email Address Issues: addressed in comments above
 - g. Moratorium on Education Doctoral Program (also Finance Program): addressed in Provost's comments
 - h. Search Committee Processes
 - i. Faculty Hiring /Faculty Recruitment Manual - addressed by Dr. Qubbaj
 - j. Gender Equity in Starting Salaries - addressed by Provost, see comments above
8. Issues not addressed:
 - k. Campus Carry
 - l. Workload Expectations vs Salary Adjustments
 - m. Constitution Committee
 - n. Search Committee Processes
 - o. For Administrative Positions
 - p. Continuing IT issues
 - q. ID card policy emails
9. Updates on Policy Assignments (See attached table.)
10. MEETING AJOURNED at 4:47pm.

Table 1. ADM Review Committee Policy Assignments

ADM	HOP Title	No substantive differences	Needs to go to committee?	Committee Members
ADM 06-201	Academic Program Standards & Approval			1. Mohammadali Zolfagharian 2. Ranadhir Roy
ADM 06-401	Academic Titles			1. Joe Lacher 2. Christopher Vitek
ADM 06-502	Annual Faculty Evaluation			1. James Wenzel 2. Rosalinda Hernandez 3. Jameela Banu 4. Eleftherios Gkioulekas 5. Joe Lacher 6. (Micky) Dumitru Caruntu 7. Ernesto Ramirez 8. Bailey Wang 9. Ranadhir Roy
ADM 06-302	Appointment of Deans			1. Mohammadali Zolfagharian* 2. Corry Wimberly 3. Justin Writer 4. Sanjeev Kumar 5. Immanuel Edinbarough
ADM 06-303	Appointment, Evaluation, Role & Responsibilities of Department Chairs			6. James Wenzel 7. Jameela Banu 8. Britt Haraway* 9. Bailey Wang 10. Sanjeev Kumar 11. Immanuel Edinbarough 12. Fred Darsow 13. Murat Karabulut
ADM 06-202	Curriculum Changes			1. Gary Leka 2. Fidencio Mercado 3. Joe Lacher 4. Ernesto Ramirez 5. Irasema Gonzalez

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				6. David Anshen 7. Ranadhir Roy
ADM 06-403	Endowed Appointments & Reappointments			1. Brent Campney 2. Sibin Wu 3. Jeff McQuillan 4. Matthew Terry 5. Sanjeev Kumar
ADM 06-301	Evaluation of Academic Administrators			1. Ernesto Ramirez 2. Jeff McQuillen 3. Matthew Terry* 4. Sanjeev Kumar 5. Cory Wimberly
ADM 06-102	Faculty Files			1. Angela Scoggin 2. Kelly Leu 3. Catherine Faver
ADM 06-505	Faculty Reappointment, Promotion & Tenure			1. Eleftherios Gkioulekas 2. (Micky) Dumitru Caruntu 3. Britt Haraway 4. Bailey Wang 5. Fidencio Mercado 6. Margaret Graham 7. David Ashen
ADM 06-104	Faculty Resignation/Retire- ment & Modified Service			1. Volker Quetschke 2. Murat Karabulut
ADM 06-501	Faculty Workload			1. Rosalinda Hernandez 2. Gary Leka 3. Aziza Zemrani 4. Joe Lacher 5. Wilma Mealer 6. Sanjeev Kumar 7. Justin Writer 8. Christopher Vitek 9. Murat Karabulut

ADM 06-504	Post-Tenure Review			<ol style="list-style-type: none"> 1. James Wenzel 2. Rosalinda Hernandez 3. Eleftherios Gkioulekas 4. (Micky) Dumitru Caruntu 5. Robert Gilbert* 6. Sanjeev Kumar 7. Donald J. Lyles 8. Alexander Kazansky 9. Jasang Yoon
ADM 06-507	Termination of Tenured Faculty During Term of Appointment			<ol style="list-style-type: none"> 1. Michael Weaver 2. Brent Campney 3. Jeff McQuillen
ADM 06-204	Textbooks and Other Material			<ol style="list-style-type: none"> 1. Gary Leka 2. Daniel Hunter-Holly
ADM 06-402	(1/1/16) Emeritus Faculty			<ol style="list-style-type: none"> 1. Wendy Innis* 2. Wendy Fowler 3. Kelly Leu 4. Catherine Faver 5. Angela Scoggin
ADM 06-111	Faculty Grievance Procedure			<ol style="list-style-type: none"> 1. Thomas White 2. Dora Saavedra 3. Bobbette Morgan 4. Ranadhir Roy 5. Aziza Zemrani 6. David Anshen
ADM 06-106	Rights and Responsibilities of Faculty			<ol style="list-style-type: none"> 1. Britt Haraway 2. Michael Weaver 3. Michelle Alvarado*
ADM 02-201	Academic Committees and Councils		Needs revisions	<ol style="list-style-type: none"> 1. FSEC 2. Ernesto Ramirez

* Requested to initiate the committee activity.