



**2017-2018 Faculty Senate Meeting Minutes**

**Meeting IX**

**Harlingen: HCEBL 1.100**

**No WebEx**

**Friday, April 6, 2018**

**2:00 p.m. - 4:30p.m.**

Minutes prepared by Michelle Alvarado, UTRGV Faculty Senate, Secretary

**SENATORS PRESENT:** Michelle Alvarado, George Amorim, Andrew Anabila, Elvia Ardalani, Sonja Arredondo, Bruno Arthur, Jameela Banu, Dumitru (Micky) Caruntu, Abdoulaye Diallo, Arden Dingle, Richard Edmonson, Raquel Estrada, Anahit Galstyan, Eleftherios Gkioulekas, Margaret Graham, Britt Claude Haraway, Sharon Helsley-Mcginley, Kip Austin Hinton, Elamin Ibrahim, Wendy Innis, Murat Karabulut, Mark Kaswan, Hale Kaynak, Sanjeev Kumar, Irving Levinson, John Newman, DongYop Oh, Cynthia Paccacerqua, Volker Quetschke, Mahmoud Quweider, Ernesto Ramirez, Candace Robledo, Maria Romero-Ramirez, Dora Saavedra, Sam Sale, Andrea Schwarzbach, Laura Seligman, Hilda Silva, Douglas Timmer, Annelyn Torres-Reveron, John VandeBerg, Christopher Vitek, James Wenzel

**SENATORS ABSENT:** David Anshen, James Bullard, Kathy (Kathleen) Carter, Frederick Darsow, William Donner, Ibrahim Farooqi, Marcus Farris, Sunand Kallumadanda, Donald "Jerry" Lyles, Marci McMahon, Jacob Neumann, Nicolas Pereyra, Gary Schneider, Samuel Snyder, Garry Souffrant, Yasar Tasnif, Bailey Wang, James Whittenberg, Justin Writer, Yingchen Yang, Jasang Yoon

**EXCUSED ABSENCES:** Don Carlson, Steve Chamberlain, Frank Dirrigl, Teresa Feria Arroyo, Lilia A. Fuentes, Laura Gephart, Maria "Miriam" Herrera, Fidencio Mercado, Jung-Il Oh, Rosalva Resendiz, Jorge Vidal, Michael Weaver, Michelle Zeager, Aziza Zemrani, Mohammadali Zolfagharian

**FACULTY SENTATE OFFICE ASSISTANT III:** Vanessa Ceballos

**GUEST(S):** Cynthia Brown, Ala Qubbaj, Patricia McHatton, Guy Bailey, Karina Stiles-Cox, Isai Ramirez

**I. Convene Meeting and Welcome Senators and Guests**

- a. President Saavedra called the meeting to order at 2:08 p.m.
- b. The following guests were introduced: Guy Bailey, Patricia McHatton, Parwinder Grewal, Cynthia Brown, Ala Qubbaj, Isai Ramirez, and Karina Stiles-Cox

## II. Guest List and Other Updates:

### a. President Guy Bailey

- Acknowledged the UTRGV Chess Team for winning the National Championship and asked the Senate to consider doing a resolution to recognize the chess team.
- UTRGV has a unique opportunity to develop the new workload policy and encouraged us to rethink how we determine workload for faculty. He does not have a solution for the new policy but believes that the workload policy needs to be done differently. He stated it does not matter how many courses faculty teach if students' needs are met, and the policy needs to recognize total professional effort including research, service, and instruction. The timeline to submit the new workload policy to the UT system is November 2018.
- A question was asked: Will UTRGV develop tracks such as teaching or research tracks. President Bailey stated he does not believe "one size fits all" and wants to capitalize on each faculty member's strengths. Faculty workload does not need to look the same. Individual faculty and the Department Chair will sit down and develop a work plan (that may include instruction, research, and service) for that faculty member. He also added that merit will be determined if that faculty member meets his/her individual work plan. Some faculty may want to teach more than others, and others may want a workload with a combination of teaching, research, and service. When will this new workload policy be implemented? The new policy must be approved by the UT system sometime in 2018-2019, and it will be implemented in the subsequent academic year (2019-2020).
- When asked about tenure and promotion, President Bailey stated that Tenure and Promotion policies will stay the same for all colleges including College of Health Affairs.  
He added that Tenure and Promotion policies should not need to be modified even with the new workload policy. They should stay the same.
- President Bailey shared that UTRGV lost twelve million dollars in state funding. Since UTRGV has not had rapid growth in enrollment, the university had to implement a hiring freeze to offset the cutbacks. The five million dollars allotted for compression & equity adjustments came from administrative costs. The University did not lay off people due to budget cutbacks. The hiring freeze was the best strategy to meet these adjustments and to create financial stability. The salary compression staff study was also conducted and necessary adjustments in staff salaries were made.
- President Saavedra stated that Faculty Senate will work on the new

# The University of Texas Rio Grande Valley

workload policy in conjunction with other faculty and administrators.

Department chairs and faculty may need training to learn how to develop a workload plan. There is a need to include policy language that adequately covers ITV and online classes.

b. Executive VP for Academic Affairs, Student Success, and P-16 Integration Patricia McHatton

- Will re-establish the Chairs Council to provide professional training and development for Chairs. She will conduct “listening tours” with the various colleges.
- The Program Coordinator Work Group will invite the undergraduate program coordinators to join the task force. It was stated that there is confusion in some departments because they do not know or cannot identify who the undergraduate program coordinators in their departments are. Dr. McHatton clarified that an undergraduate program coordinator is someone working with students who are enrolled in a bachelor’s degree. We need to have a conversation to define the roles and responsibilities for an undergraduate program coordinator. In various departments, the staff are the ones who coordinate undergraduate work. In some departments, they did away with the undergraduate advisor; therefore, some faculty have volunteered to advise undergraduate students. Dr. McHatton stated the coordination of advising is very critical for undergraduate students.
- The Course Schedule Taskforce does not have a final recommendation and will meet very soon. If departments schedule classes on Fridays, students will attend classes on Friday. Friday classes impact the vibrancy of our university, and we need to remember that our auxiliary services are also impacted by scheduling classes on Friday.

c. Executive VP for Research, Graduate Studies, and New Program Development Parwinder Grewal

- Dr. Grewal stated he looks forward to working with Faculty Senate. He is “learning the ropes.” As a researcher, the areas he will oversee fit his expertise. He understands the hurdles and will address these issues as quickly as possible. He addressed how Dr. McHatton and he will work together. Both will learn to work together and share the responsibilities as outlined by President Bailey. These administrative structures are not uncommon at other universities. The sharing of power will evolve over time, and they will keep faculty informed of their (McHatton & Grewal) respective roles and responsibilities.
- Question: Will faculty Tenure and Promotion folders be evaluated by both Academic Affairs and Research or will they be evaluated by only Academic Affairs. This is a concern for many faculty, and it was stated that faculty

want a clear, delineated Tenure and Promotion policy for faculty. Dr. McHatton stated that she and Dr. Grewal will work together to determine the process.

- A question was raised if they both (McHatton and Grewal) will have a role in the faculty evaluation process. Their response was no. The departments are responsible for developing guidelines for faculty evaluation. Dr. Grewal stated he does not have a role in faculty evaluation, just tenure and promotion.
- A question was asked if there will be one or two signatures on the tenure and promotion forms. No response was given at this time.
- Dr. McHatton stated that Tenure and Promotion policies are based on independent level reviews. She and Dr. Grewal will review guidelines to provide feedback to individual faculty and (they) have the responsibility to assess faculty's material based on the faculty member's departmental guidelines. It was recommended that they both examine departments' independent Tenure and Promotion guidelines. Dr. McHatton added that she and Dr. Grewal will support the T and P process and do not make decisions on the department's Tenure and Promotion guidelines. She stressed the departments establish and vote on their own guidelines.

d. Deputy Provost Cynthia Brown

- Established a team of people to develop policy guidelines and a resource guide for ITV classes. Currently, there are 41 outfitted ITV classes. She added that there is no mandate for faculty to teach ITV classes. A question was asked about who pays for insurance if there is an accident traveling to and from the campuses. If a faculty member is traveling for the university, the university will cover the cost of the insurance. Senators shared their experiences of teaching ITV classes – what worked and what did not work. Offering ITV courses may be a strategy to increase graduate enrollment. It was shared that there is a need for more buses traveling to the campuses as a safety precaution for faculty, staff, and students. ITV resource manual for faculty is available on the University website.

e. Faculty Affairs & Diversity Senior Associate Vice President Ala Qubbaj

- The response rate on the climate survey for staff is currently thirty-two percent and for students it is five percent. The survey deadline has been extended to April 13<sup>th</sup> to encourage more participation.
- There will be Tenure and Promotion workshops in April. Dr. Qubbaj reminded faculty to begin their external review process. After meeting with the Deans, it was decided to eliminate the tabular summaries.
- New faculty orientation for AY 2018-2019 is scheduled for August 16<sup>th</sup> and 17<sup>th</sup>.

- All faculty are invited to attend the Faculty Excellence Awards on May 3<sup>rd</sup>.
- f. Isai Ramirez, Q and A on PeopleSoft
  - There has been a change to PeopleSoft. The implementation of the student information system will be delayed for one year. Human Resources and the Division of Finance and Administration will implement PeopleSoft on September 1<sup>st</sup>. There will be a training for administrators and staff how to use PeopleSoft.

### III. Congratulations to Past Chair Bobbette Morgan on her appointment as Interim Associate Dean of Assessment and Accreditation for the College of Education and P-16 Integration.

### IV. Action Item: Approval of Minutes – March 2, 2018

- This item was postponed to give Senators an opportunity to review the minutes. They will be placed on the May meeting agenda.

### V. Old Business

#### a. Action Item: Approve Administrator Evaluation Process

- The Senators were given an update on the Administrator Evaluation instrument. The questions for this Qualtrics survey have been submitted. There is a vacancy for the Dean in College of Engineering so that position will not be evaluated. It was pointed out that the School of Medicine faculty were not able to participate in the Modern Think climate survey based on the SOM Dean's decision. Since there had been an earlier climate survey with the SOM faculty, he declined to participate in the ModernThink climate survey.
- A motion to try and include the School of Medicine in the climate survey was made by Senator Torres-Reveron. The motion was seconded by Senator Dingle. *The motion was passed unanimously.*
- A list of administrators was presented and modified. Senator Caruntu moved to accept the final list of administrators as modified. The motion was seconded by Senator Kaswan.  
Discussion ensued. A decision needed to be made on whether to have a pull-down menu with the administrators and chairs of the different colleges listed. A concern was shared that in some departments there are very few faculty who would be evaluating their chair, and there would be a possibility the faculty could be identified.
- A friendly amendment to accept the list of administrator evaluations and to exclude the Chairs was suggested by Senator VandeBerg. The Senators who made motion agreed to the friendly amendment.

It was clarified, that, in general, administrators will be evaluated for AY 2015- the present.

The motion on the floor was voted on (to accept this list excluding the Chairs). The motion carried.

- A motion was made to include other individuals such as Sofia Montes, Director of Registrar's Office. The motion was made by Senator Amorim, and seconded by Senator Ibrahim. The motion carried.
  - Favor 21
  - Opposed 3
  - Abstain 6
- A motion to include Maggie Hinojosa, Vice President for Strategic Enrollment, was made by Senator Silva and seconded by Senator Kaswan. The motion carried.
  - Favor 19
  - Opposed 2
  - Abstain 13
- More discussion on the Administrator Evaluation followed. This Qualtrics survey has been set up so that it will not collect IP addresses. All three-year faculty will have an opportunity to take the administrator survey. The target date to e-mail the survey evaluation is April 16<sup>th</sup> and faculty will have about two weeks to take the survey.
- Senator VandeBerg moved, and Senators Kumar and Vitek simultaneously seconded the motion, to endorse moving forwarding with the evaluation that will be distributed on or about April 16.
- Discussion followed. There should be a box that states, "I choose not to answer this question." It was also recommended to switch format the survey form to place strongly disagree on the left-side. In the instructions, it will state faculty can skip sections if they choose to do so. The Evaluation will include items on shared governance.

Another friendly amendment was made by Senator Kaswan to include an option to either skip question or state, "No response." It was accepted by Senators VandeBerg, Kumar, and Vitek.

A vote was taken on the motion on the floor to include a "no response category." The motion carried. Favor to include a "no response category" – majority

Opposed – 1

The second motion was to change ratings to start with “strongly agree” instead of “strongly disagree.” Discussion ensued. The question was called by Senator Seligman. A vote was taken and the motion failed with only 8 votes in favor of the motion.

- There was a motion and a second to evaluate chairs or equivalent positions. Several points were made in the discussion that followed. Some departments have established by-laws stating it is required to evaluate chairs by faculty. In some departments, there appears to be no faculty input in the chair evaluation. The department/unit faculty and the Deans should evaluate the Chair. A concern was raised that faculty may be able to be identified by gender, race, ethnicity if the departments have few faculty of color and female faculty. A motion to table the Chair Evaluation was made and seconded. The motion carried with only one vote in opposition.

- b. Update on Dream Center and/or meeting with SGA representative(s) –Senators Ramirez and Haraway

Senator Ramirez met with Student Government Association and reviewed their resolution on the creation of a Dream Center. Senator Hinton, Faculty Fellow, will be developing a survey adapted from UCLA that will be distributed to undocumented students to identify their needs. It was recommended that Senator Ramirez and Hinton collaborate on this issue.

- c. University HOP Committee Proposed New Process and status report of HOP policies passed by the 2017-2018 Faculty Senate.

We have about 23 HOP policies that have not been moved to the University HOP committee. Senators Saavedra and Quetschke will follow on the status of these HOP policies.

- d. Constitution Committee Update

The Committee has met and will be collecting ideas to revise the constitution.

VI. Adjournment – The Meeting was adjourned at 4:32 p.m.