

Faculty Senate

Meeting Minutes

December 4, 2019 / SSCB1100 / 1:00-3:00 p.m.

Present: see attached sign in sheets

Next meeting: February 5, 2020 / B2311

Call to Order – Dr. Kanenberg

1:00

Approval of Faculty Senate minutes – Dr. Kanenberg

Minutes were approved with two edits which corrects the typo on Dr. Huss-Keeler's name.

Vote: 24 Yea, 0 Nay, 0 Abstain

Provost's Office Report – Dr. Steven Berberich

In consideration for the items on the agenda he kept his report brief with two points. He will provide a broader report at the next meeting.

1) He will be sending a reminder to all faculty about bookstore orders. This is currently 42% of courses that have book adoptions for the spring.

2) He wanted to thank everyone involved with the P&T revisions. He is very proud of the collaborative effort given to the developing of the P&T criteria. It was pointed out that the end of the policy has a built in statement that the policy should be reviewed within 3 years.

[Committee Reports are attached. There was discussion about the committee reports as follows:](#)

Senate Committee Report – Faculty Life – Dr. Cotten

Two policies are have been supported and presented to the senate from Faculty Life.

[Grievance Policy](#)

Dr. Cotten reviewed all of the changes that have been made on the policy. A discussion of the following changes and votes occurred.

“Faculty are encouraged to explore all avenues for resolution before proceeding to a formal grievance”.

A friendly amendment to the Grievance Policy as written was added to section 4.2 that “informal resolution may take place at any point of the grievance process”.

Vote: 26 Yea, 0 Nay, 0 Abstain – passed

The grievant has the ability to designate whomever they want to serve as their representative. This includes non-tenure track faculty. Dr. Cotten received a suggestion to state that “neither representative is required to be a member of the grievance panel”. Discussion of the addition occurred before the vote.

Proposed amendment to 7.2.1 would state that neither representative is required to be a member of the university grievance panel.

Vote: 5 Yea, 22 Nay, 2 Abstain – did not pass

A second amendment to 7.2.1 was suggested to read that “both of these representatives must be full-time faculty members who are eligible for election to the faculty senate. Neither representative is required to be a member for the grievance panel.”

Vote: 17 Yea, 5 Nay, 4 Abstain – passed

Dr. Cotten will remove any reference to the word “tenured” when referring to representatives in the policy based on the approval of 7.2.1.

Vote: 26 Yea, 0 Nay, 0 Abstain – passed

The policy revisions include a requirement, similar to UH, that restricts the length of the grievance which states the grievance should be less than 1500 words that state the issues and actions resulting in the grievance. It should also state the outcomes hoped for in less than 500 words.

The grievant has the ability to make a rebuttal.

The policy stated that nothing in the policy shall be used for illegal discrimination but in the state of Texas some discrimination is legal so the policy now states “The policy shall not be used as the basis for any type of discrimination or retaliation.”

There was a minor change in the timeline to cover the inclusion of rebuttals. After the grievance committee makes the recommendation, the grievant receives the recommendation, rebuttals may be filed within 5 working days of the Provost receiving the recommendation. The Provost now has between 5-15 days to recommend to the President on actions that should be taken from the grievance.

The largest change covers the inclusion of an appeal procedure that includes P&T. This begins when a decision has been made at the Provost level. (This works with the current P&T policy and the proposed P&T policy). It states that faculty can file an appeal after a decision has been made. Candidates will have 5 business days to supply intent that they will be filing an appeal. Appeals can be based on errors in the described procedures, the decision was not based on the applicable criteria in the faculty’s P&T file, or the outcome was arbitrary, discriminatory, or capricious. The appeal will go to a faculty committee that is chosen by the Faculty Senate Governance Committee in consultation with the Faculty Senate Executive Committee. The committee will consist of one professor from each college at a rank higher than what the candidate is aspiring to. The committee will determine if the appeal is denied or to hold a formal hearing. After the formal hearing the committee will determine if the appeal is accepted or rejected and forward their recommendations to the President and include their finds in the candidate’s P&T file.

Vote: 22 Yea, 0 Nay, 0 Abstain - passed

Motion to table discussion to provide time for the P&T discussion on the agenda and return to the policy later today if time is available.

Vote: 5 Yea, 21 Nay, 1Abstain – did not pass

Motion to call to question and end discussion on grievance.

Vote: 24 Yea, 1 Nay, 0 Abstain – passed

Vote on the policy as presented and amended.

Vote: 22 Yea, 0 Nay, 0 Abstain

Promotion and Tenure Policy

Dr. Kanenberg turned the facilitator role over to Dr. Beavers to allow her to respond to questions in her role as co-chair of the workgroup.

Dr. Cotten provided the process overview of the new procedure:

The process will go sequentially in the following way: Candidate submits documentation; Peer Review Committee makes a decision; Department Chair makes a decision; Candidates will have the ability to submit a rebuttal after reviewing the Department Chair's letter. Dean makes a decision; Candidates will have the ability to submit a rebuttal after reviewing the Dean's letter; University P&T Committee (UPTC) receives all letters and rebuttals. UPTC consists of the Provost, 4 full professors (one from each of the 4 colleges), faculty at-large, 4 Deans, and one non-voting representative from FSEC and one from Academic Affairs who are only there to observe the proceedings. One week before the committee meets a preliminary vote (done by ballot) will be done for each candidate going up for P&T. Criteria from the candidate's college will be followed. If all members vote "yes" the candidate is approved and moves forward. If the candidate receives a majority of approved it will go into the pool for discussion. Once the committee meets they will vote on the pool. Candidates will be approved in bulk or discussed. Tie votes will be discussed and if it ties a second time it will go to the President with explanation on the tie. Candidates can appeal a UPTC decision to the P&T Appeal Committee. The P&T Appeal Committee will submit their recommendation with the entire file to the President. The President's decision is the final stop for the policy.

Discussion on the changes occurred by sections.

Faculty currently in the process will complete the process they began. The policy would be in effect for the next full cohort of faculty going through P&T (those in the 2020-2021 cycle). Candidates will have the ability to select the criteria for the next six years but will not be able to select the process. Candidates will have six years to choose the criteria.

A motion to amend 3.2.2 was suggested that "in consultation with department chair" be added at the end of both of the sentences.

Vote: 24 Yea, 2 Nay, 1 Abstain – passed

Section 3: there was discussion of the 35 page limit on narratives.

Motion #8 should remove item 7 which states that the narrative should be no more than 35 pages and removing the CV from the 35 page limit. Discussion occurred about the 35 page limit before voting on the motion.

Vote: 18 Yea, 3 Nay, 4 Abstain – passed

Section 4

Discussion on when feedback would be given. Most colleges already have this in place. This will be for assistant professor in the pre-tenure process.

Section 5

Discussion about the voting criteria for UPTC and the differences in university and college policy were discussed. University policy supersede college policy. College policy can clarify but cannot replace university policy. Currently the peer review committee is using the Likert scale in their assessment. UPTC will be capable of using the Likert scale in making their assessment.

Motions were passed for this section.

Motion 5.1.1 to add “may” include””.

Vote: 24 Yea, 0 Nay, 2 Abstain – passed

Motion for 5.2.2 to add “may” include””

Vote: 27 Yea, 4 Nay, 1 Abstain – passed

Section 6

Discussion on using the UPTC occurred. If the policy is approved there will not be an option on using UPTC which is part of the process. Faculty will have the option of choosing the criteria in place during any portion of their probationary period.

Section 7

Section 7 outlines the new procedures and timelines.

Motion for 7.7.5 to add that “all members are required to vote”. Discussion on issues that may occur if everyone is not present to vote. The new language addresses the need to be present to vote.

Vote: 26 Yea, 1 Nay, 2 Abstain – passed

Proposed amendment on 7.2.2 to change the term “collaborator” to “co-investigator”.

Vote: 27 Yea, 0 Nay, 1 Abstain

Sections 8 - schedule, 9 – resubmission, and 10 – appeals did not have any discussion or motions.

Section 11

The policy will be reviewed every three years following approval. Faculty life owns this with the handbook and will have the ability to review earlier if needed. The policy requires a review but does not prevent Faculty Life from completing an early review.

Motion to send the full policy as amended to a referendum as a secret ballot to the entire faculty.

Motion to use a secret ballot on vote for the referendum to send the full policy to entire faculty.

Vote: 18 Yea, 6 Nay, 0 Abstain – passed

Motion to send referendum to all senate eligible faculty. It was pointed out that faculty voice has been part of the entire process to revise the P&T policy. Discussion about the need to vote, faculty input, and additional feedback occurred.

Vote: 9 Yea, 22 Nay – did not pass

Call the question to vote on the full policy

Point of clarification - Abstaining on this vote will be counted as no.

Secret ballot vote

Vote: 9 Yea, 18 Nay, 0 Abstain – did not pass

P&T policy as amended

Vote: 22 Yea, 1 Nay, 4 Abstain – passed

Policy now moves to Academic Council.

Senate Committee Report – Budget & Facilities – Dr. Kelling

Call the question on not having a discussion regarding proposal for Equity and Merit distributed via email and discussed in November.

Vote: 23 Yea, 0 Nay, 0 Abstain - passed

Vote on resolution for Equity and Merit as it comes out of committee.

Vote: 22 Yea, 0 Nay, 0 Abstain - passed

Senate Committee Report – Curriculum – Dr. Huss-Keeler

Motion to consider all items from the committee as a group.

Vote: 22 Yea, 0 Nay, 0 Abstain - passed

SWEN Minor, UG Certificate in ECE Leadership, Grad Certificate in ECE Leadership

Vote: 24 Yea, 0 Nay, 0 Abstain - passed

[Please review the committee reports for Teaching & Research, Governance, Shared Governance Reports \(Facilities & Support Services, Planning & Budget, and University Life\), and Center for Faculty Development.](#)

Announcements

Hunter Hall Activity & Banner – senators were encouraged to write a message on the banner that will be displayed at Hunter Hall encouraging them during finals week.

Senate will be buying and delivering pizza on Sunday at 8:00 p.m. for finals week. Senators will be writing messages for all the students at hunter hall.



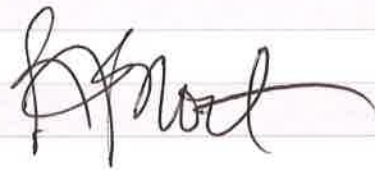
Call for Adjournment – Dr. Kanenberg

3:26

SIGN-IN SHEET			
EVENT:	FACULTY SENATORS	DATE:	12/4/19
ROOM:	SSCB1000	TIME:	1:00PM – 3:00PM

Name	Signature
Baker, Sheila	Sheila Baker
Beavers, Elizabeth	Elizabeth Beavers
Corrales, Antonio	Antonio Corrales
Costello, Sarah	Sarah Costello
Cothorn, Tom	Tom Cothorn
Cotten, Stephen	Stephen Cotten
Curtis, Maria	Maria Curtis
Dubrovskiy, Anton	Anton Dubrovskiy
Giles, Michelle	Michelle Giles
Gossett, Lisa	Lisa Gossett
Hasan, Khondker	Khondker Hasan
Hasan, Rajib	Rajib Hasan
Huss-Keeler, Rebecca	Rebecca Huss-Keeler
Kanenberg, Heather	Heather Kanenberg
Kelling, Nick	Nick Kelling
Klyueva, Anna	Anna Klyueva
Lastrapes, Renee	Renee Lastrapes
Mayes, Eric	Eric Mayes
McCormack, Pat	Pat McCormack
McMullen, Mike	Mike McMullen
Michael, Tim	Tim Michael
Pavlova-Stout, Ivelina	Ivelina Pavlova-Stout
Perera-Diltz, Dilani	Dilani Perera-Diltz
Raymond, Roberta	Roberta Raymond
Robinson, Leroy	Leroy Robinson
Romero, Wanalee	Wanalee Romero
Shan, Gene	Gene Shan
Sisman, Cengiz	Cengiz Sisman
Stephens, Brian	Brian Stephens
Thompson, Walter	Walter Thompson
Unwala, Ishaq	Ishaq Unwala
Walther, Christine	Christine Walther
Ward, Chris	Chris Ward
Withey, Paul	Paul Withey
Xu, Randall	Randall Xu

SIGN-IN SHEET			
EVENT:	FACULTY SENATE ADMINISTRATION	DATE:	12/4/19
ROOM:	SSB1100	TIME:	1:00PM – 3:00PM

Name	Signature
Bartsch, Robert	
Berberich, Steven	
Blake, Ira	
Denney, Mary	
Garrison, David	
Gladden, Samuel	
Gonzalez, Miguel	
Hadley-Shakya, Kara Marie	
Hart, Aaron	
Kirkman, Dorothy	
Matthew, Kathryn	
McClendon, Vivienne	
McEnery, Lillian	
Pedro, Joan	
Richardson, Scott	
Richardson, Tim	
Short, Rick	
Tullos, Charlotte	
Waller, Ed	
Denney, Mark	