**Faculty Senate Meeting**

**Friday, February 16, 2017**

**127 Administration Bldg.**

**Draft Meeting Minutes**

**Call to order: 2:05 p.m.**

**Adjourned: 3:43 p.m.**

**Members Present:** L. Williams, M. Gangone, H. Hawley, M. Fischer, K. Mokhtari, J. Lamb, G. Gordon, J. Cater, G. Miller, B. Hart, G. Duke, S. Jones, M. Veronion, J. Klein, L. Rath, R. Stevens, F. Brown (zoom), R. Fernandez (zoom)

**Guests:** B. Ross Wooldridge, C. Barke, R. Sherman, J. Hescock, W. Geiger, D. Srinivasan, R. McWhorter, H. Wu, B. O’Donnell, M. Odell, A. Mirmiran, S. Marzili, J. Delello, A. Clem

**Zoom Meeting Participants:** C. Sherman, J. Lumpkin, C. Brown, C. Swain, P. Roberts, J. Hannigan, S. Back, W. Duncan, B. Carter, M. Biswas

**Invited Speakers:** Provost Mirmiran, Dean Sherman, Amy Clem, Dr. Paul Streuffert

**Call to Order: 2:05 PM**

**Dr. Ross Sherman -**

Provided remarks and a tribute to Dr. Ron Livingston who passed away unexpectedly February 15th.

**2:06 – Welcome & Minutes approval – L. Williams**

Executive Decision: no more paper copies of agendas will be provided at the Faculty Senate meetings. The agenda will be emailed prior to the meeting and it will be posted on the Senate website (https://www.uttyler.edu/faculty-senate/). The meeting minutes will be posted on the Senate website. There was a suggestion to put the web address of the Senate at the end of those emails. Dr. Robert Stevens moved that the meeting minutes from January 2017 be approved. The motion was seconded by Dr. Mary Fischer and approved unanimously.

**2:08 – Provost Message – A. Mirmiran**

1. Provided remarks on the passing of Dr. Ron Livingston
2. Hiring Freeze: academic affairs and other parts of universities are working to deal with any issues related to the hiring freeze. He is working with the Chairs and Deans regarding open faculty/staff positions. Summer employment should not be an issue.
3. Canvas: there is a limited time to transition. Starting in May 2017, Blackboard will not be accessible. The Blackboard content was migrated to Canvas. Please do not procrastinate learning Canvas. Help is available through technicians and instructional designers.
4. Feb 28: The Library is hosting the third annual celebration of scholarship and creativity. They will be purchasing books that faculty published. Please attend this event.
5. Re-instate town halls for this semester. The plan is to host 2 town-halls this semester.

**2:13 – Open forum**

Dr. Williams: Just a few updates of future senate meetings: Dr. Fischer and Dr. Gordon will continue budget discussion. Tenure and Promotion (T&P) committee from last year is reconvening to incorporate suggestions from the T&P resolution received in Fall 2016. The goal is to empower departments for T&P process. Last fall Faculty Senate spoke on outreaching to high schools to help facilitate a smooth transition to college.

Dr. Hart: The UTT teaching academy received a request from Lindale HS to send UT Tyler professors to speak with teachers. The exchange happened earlier today and was great.

Dr. Duke: Ethics bowl was great. Six high schools participated—John Tyler came in first. All the teams did very well and it was a successful day.

Dr. Wooldridge: Fantastic people have stepped forward to sit on the QEP committee. There will be an announcement about the committee once it is completed. The QEP is moving forward.

**2:17 – Training and Development Plan – A. Clem**

Amy Clem is the Director of Human Resources. She spoke about a directive from Dr. Tidwell requesting that HR put together a training and development plan for faculty. She is working with the CETL in this effort. HR tries to incorporate both staff and faculty training and is specifically looking for ideas and opinions of what is needed for faculty. Part of this is will be to help make Dr. Tidwell aware of what is already happening on campus. There is an interest in continuing staff training as well.

*Feedback:* There are a lot of good webinars and seminars on campus. There needs to be a way to better communicate the meeting times. It was pointed out that there are many things on campus, but there are time conflicts with the meetings. Utilizing YouTube so that people can watch the training when they have free time would be helpful. It wouldn’t be 100% participation but could at least learn from the recording (it was pointed out that CETL does post town halls and some sessions on their website). There are about 50 Canvas training sessions this semester including boot camps.

*Question:* Can faculty recruiting (job openings) be posted and applied for through HR website? This is done at other UT Universities and currently the departments have to get an email address set up for that. Amy responded saying that if this is of interest, it will be evaluated.

*Question:* Is there a plan to determine if current and future training meets the purpose of the training? In addition, what is the purpose of the training to begin with? Typically a survey is sent out to participants in the training. Further questions could be how did a participant use what was learned in the training.

There would also be a benefit for adjuncts to be able to look at the HR site (disability, SAR reports, etc.).

In the past, any outside employment (175) disclosures were routed directly to the Provost. The routing process through the online portal will soon be different; it will go Chair, Dean, and then Provost.

**2:35 – Lyceum – C. Graves or P. Streuffert**

Quick announcement to get the word out that the CETL and Honors program are hosting the second Lyceum for undergraduate and graduate research. There is space available for posters and speakers. The day is April 13, 2017 with the posters around noon. March 27, 2017 is the deadline for submission. Please let faculty in your area know about the Lyceum. The student or a representative for the project should be present for at least part of the poster session.

**2:40 – University financials, part 2 – G. Gordon & M. Fischer**

This is part of a case study. A Power Point presentation was given. Pharmacy college numbers were not included as they are a self-supported program. A suggestion was made for the Office of Academic Affairs, Office of Business Affairs and Drs. Gordon and Fischer to meet and discuss the numbers to come to an agreement.

**3:43 – Adjourn**