**Faculty Senate Meeting - Minutes**

**Friday, November 18, 2016**

**301 Administration Bldg.**

**Meeting Minutes - Draft**

**Call to order: 2:03 p.m.**

**Adjourned: 3:45 p.m.**

**Members Present:** C. Ross, L. Williams, M. Gangone, H. Hawley, G. Miller, G. Gordon, K. Nimon, C. Snider, S. Jones, M. Veronin, J. Cater, L. Rath, S. Marmion, J. Lamb, S. Spier, R. Fernandez, M. Fisher (zoom), F. Brown (zoom)

 **Guests:** D. Beams, B. O’Donnell, J. Hescock, D. Srinivasan, A. Mason, A. Wilson, M. Ganey, W. Geiger, A. Mirmiran, M. Odell, A. Bill, H. Patterson, C. Zuazv

 **Zoom Meeting Participants:** R. McWhorther, S. Odem, K. Buerger, B. Wooldridge, C. Strawn, J. Delello, L. Meyer

 **Invited Speakers:** Provost Mirmiran, Dr. William Geiger, Ms. Ashlea Wilson, Dr. Lou Ann Berman, Dr. David Beams

**Welcome & Minutes approval – L. Williams**

Approve minutes: Colin Snider and John Cater

**Provost message – A. Mirmiran**

***1. Department visits***

Dr. Mirmiran visited almost every academic department on campus for one their faculty meeting this semester; issues were addressed that were discipline specific. Some issues raised during these visits were general. Dr. Mirmiran will follow through on those issues. One big concern is whether or not the faculty members will be provided feedback on annual evaluations from their chair regarding progress towards tenure. He will be asking the Dean of each college to add a section to the annual evaluation form that specifically indicates the progress towards tenure for junior faculty. Other consistent topics were related to IT/campus computing and scheduling.

***2. Student success task force***

The first point was to thank members of the task force. There are three pillars that were the focus of discussion: student success (advising), belonging, finance. To address these topics some faculty are developing one credit courses to re-energize the freshman class/curriculum. The group is looking at an “early-state summer bridge program” and “soft start” and “jump start” programs to help students succeed at UT Tyler. The major goal of this initiative is student retention. There are also discussions on how to count CAP students in admission numbers. Currently, the retention rate for the freshman class includes CAP students who have no intention of staying at UT Tyler. This rate has been low. The university is working on a way to remove these students from the calculation to provide a more accurate depiction of the true retention rate.

***3. Learning Management Systems***

Planning to hire 4 instructional technicians for the spring term to convert courses from Blackboard to Canvas. Canvas goes “live" in May 2017 and Blackboard will no longer be used.

**2:10 – Open forum**

No comments or suggestions were raised.

**2:20 – UC update – Ashlea Wilson**

She is part of the Student Union Advisory Committee that oversees the UC budget. The UC policies and procedures are being updated because the University Center is being rebranded. This year the values are: leadership, respect, and support. The current mission statement is from 2007, so it is being updated. There are 12 students on the committee and they decided on a new mission statement which is being taken to USAC as the strategic plan is based on the mission statement. Currently there is no existing vision statement.

The newly proposed mission and vision statements were presented to the Faculty Senate.

One question was raised: Would it be useful to have a faculty senate member on their committee? Ms. Wilson thinks that would be a good idea. If anyone is interested email Lance Williams. They meet about once per month; December 9, 2016 is the next meeting and the plan is to revise the policies and procedures. Starting in January, 2017 the committee will start to review the budget.

One additional comment from the Senate was a revision to the mission statement: in the last line it says “and staff” twice.

**2:35 – Administrator surveys – Lou Ann Berman**

Dr. Berman passed out a packet of sample surveys. Three documents were used as guidelines for creating the surveys and these included the UT Tyler HOP, UTS rules and UTS Regents Rule. Surveys were provided for: Provost and Vice President of Academic Affairs, Academic Dean, Associate or Assistant Academic Dean, and Department Chair. These surveys apply to academic administration as per the HOP, so other administrators are not included.

Surveys are sent to all full-time faculty and the target time period is the last week of January and first week of February. The surveys are administered using Qualtrics. The reports are aggregated and reported to individuals and the individual’s immediate supervisor.

Questions or comments?

Some surveys say “promote” and some surveys say “maintains”: does this mean the same thing? A decision was made to change the Provost and Vice President of Academic Affairs survey to read promote instead of maintains for question 5.

The survey for Academic Dean does not have the question “promotes excellence in teaching, scholarship, and service”. There should be consistency throughout the surveys, so need to add that question to the Academic Dean survey.

A final version will be sent via email to the Senators.

**2:50 – FAC update – C. Ross**

A document was passed out summarizing the November, 2016 Board of Regents and FAC meetings.

***Collaboration of Health Institutions -*** There was a discussion regarding health institutions collaboration with each other and with academic institutions similar to UT Tyler and UT Health Northeast.

***UT Austin’s student success-a model for us***

There was a discussion on the success rate for first time, full time students at UT Austin and the success rate is now close to 70% (success meaning graduation). The campus staff are working hard to improve success by tying an incoming freshman class to a graduation year/class (e.g. class of 2017). All students now take 15 units a semester. The lower end (struggling) students have meetings followed by on-campus internships followed by off-campus internships. In addition, there is a goal to limit class size for freshman courses. The university is helping to arrange internships for students as well as promote experiential learning.

***Employees Advisory Council***

The council would like to provide an employee outstanding award. Employees appeared to be worried about campus safety.

***Various Large Money Requests***

UT Austin Engineering Building

UT Dallas STEM Building

Permian Basin Kinesiology Building

Tyler area: UT Health Northeast to start a school of community and rural health

***Quantum Leap***

Build on practices at each institution by adding leadership training for all administrators prior to promotion. Rooney rule: work on that and closing the gender pay gap. There is an idea to have a leadership program for women in the UTS. Maybe UT Tyler should nominate two people to join Cathy Ross at the meeting.

Student success program: there is a guiding coalition in Austin, S. Marzilli is the UT Tyler liaison and most recently the group had a summit.

***Student Mental Health Initiative at UTS***

All campuses have by-stander intervention, counselors, after hours crisis hotline, alcohol education and recovery groups.

***FAC Health Affairs Initiative (see handout)***

Having a symposium and writing a white paper on best practices.

Earlier this year the Provost sent out a Gallop survey. Each college should have received their results. There are issues with overall satisfaction and knowing what’s expected of employees. The entire campus summary was provided at the meeting.

Dr. Mirmiran said he would like to check the numbers handed out at the meeting. He will bring the information to our next meeting with numbers. At this point time the discussion was postponed to the next meeting when more information will be available.

**3:05 – Climate update – S. Marmion and D. Beams**

A survey was conducted because the UT System released data on faculty retention and Tyler was the lowest. A Work-Life Climate survey was sent out last year to UT Tyler full time faculty. 151 people started the survey and 101 completed the survey. A slideshow was presented. Eventually there will be a final presentation to be posted on the faculty senate website. The survey administrators will continue to look at the data and present more information in the next calendar year.

Chronicle of higher education has a report showing that UT Tyler is doing well on increasing research funding and increasing student population.

**3:20 – Faculty workload – W. Geiger**

1. ***Request for new degrees:***

Master of Occupational Therapy (is before UT System)

Ph.D. Clinical Psychology

Joint Ph.D. program with UT Health Northeast in Biomedical sciences

BS Communication Disorders

MS Chemistry

Doctorate in Education (Ed.D)

Doctor of Physical Therapy (DPT)

BS Biochemistry

***2. HOP 3.2.3 Minimum faculty workloads***

This is a concern of the system. A few years ago 3 campuses were audited about approving exclusions from normal teaching loads. The campuses were not going through the right channels to provide releases. First step was to look at Regent’s rule on this item. That work was completed and a memo was received from system clarifying rules. This is what is incorporated into our HOP. The minimum teaching workload is 18 hours of teaching and it includes adjustments. For example, there is an adjustment for teaching a graduate course versus an undergraduate course. These specifications are in the HOP.

The question is: Should we be less specific? Recommendations: leverage prior instructional history to show the UT System that teaching loads have been historically higher than 18 hours; acknowledge faculty research and service in a preamble but do not require other elements; recognize faculty release is necessary and should be included; draft proposed changes that reflect current teaching practices (the current wording is prior to distance education being available at UT Tyler).

Overall: make the expectations more localized to reflect the University’s needs. This is anticipated to continue into next semester and the summer.

**3:30 – Tenure and promotion resolution – L. Williams**

The resolution has been tabled for the time being. There has been a variety of comments.

The recommendations have been summarized into 8 bullets which is a change from the previous edition. The Senators who were on the committee are going to revisit the document and emphasize that this is a recommendation. There was a request for the language of the resolution to be more focused on the departments looking at the recommendations of the resolution and that the departmental faculty should use the recommendations as they see fit. A new draft of the resolution will be provided by the next senate meeting in January. At that time the senators will take it back to their respective colleges for input and an eventual vote (likely in February or March).

**3:45– Adjourn**

Secretary: Dr. Harmonie Hawley and Dr. Michael Gangone

Submitted: November 29, 2016

President: Dr. Lance Williams

Approved Date:

Attachment:

