

The University of Texas at Tyler

Office of the Faculty Senate

Thursday November 21, 2019
12:00-1:50 p.m.
Alumni House

Senate Members Present: Althea Arnold, Amentahru Wahlrab, Amy Hayes, Christine Forisha, Colin Snider, Dominick Fazarro, Frank Dykes, Gina Doepker, Joseph Glavy, Kathleen Helgesen, Mary Fischer, Mena Souliman, Nary Subramanian, Nathan Smith, Richard Helfer, Sarah Norrell, Sarah Sass, Wycliffe Njororai

Faculty and Staff in Attendance: Ali Azghani, Bob Beatty, Sydni Blundell, Kerri Camp, Gloria Duke, Ramona Grad, Terra Gullings, Adrienne Hampton, Kim Harvey-Livingston, Lauri John, Andrew Krouse, Kara Marrs, Saren Spicer, Matt Stith, Jerry Stuff, Colleen Swain, Rahmat Talukder, Teri Taylor, Teresa Young

Faculty and Staff Zoom participants: Julie Delello, John Lamb, Andrew Pettee, Sonja Morale, Janice Helfers, Ona Tolliver, Cindy Strawn

Invited Guest Speakers in Attendance: Amir Mirmiran, Michael Tidwell, Adrienne Hampton, Terri Taylor, Rebecca Johnson

Minutes

12:00	Lunch	
12:30	Welcome and Call to Order	Colin Snider
12:32	Approval of September Meeting Minutes	Amy Hayes
12:33	President's Updates	Michael Tidwell
	<ul style="list-style-type: none">• MBA program recently received two national rankings recognitions.• Funding for new nursing building was approved by the board of regents at their November meeting. Planning for design and placement of new building is beginning now. Several different options for its location are being floated, depending on whether it is decided to keep the building on the main campus (which would require significant physical plant updates), attaching it to an existing building, etc.• Plans for parking: the university own 20+ acres behind the Liberty Landing apartments that we are looking into creating more parking.• UT Health Sciences merger updates: still in the planning phases, Dr. Tidwell is also not sure about the timing. It is up to the board of regents to decide what the exact structure of the merger/combination would look like.	
12:42	Provost's Updates	Amir Mirmiran

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- Student success update: college score card. Information about graduation rates, earnings post-graduation, debt, to show to potential students when they are deciding on a major. These statistics will have an impact on future enrollment.
- Advisor career ladder and on-boarding professional development has been implemented.
- Working on enhancing study areas for each college. They are looking to take some rooms off the classroom inventory to turn into study rooms for students (which will boost classroom utilization numbers).
- Changes in student fees have been approved. There will be a 22% increase in instructional support fees starting Fall 2020. The fees will be able to go towards additional classroom supports like tutoring and resources.
- Provost's office is looking into mechanisms ensuring earlier feedback to students about how they are doing in a class.
- Looking to provide additional support for faculty in using Canvas. Students check their Canvas sites for their courses more often than they check email, so there is a need to make sure that faculty are using canvas as a means of communication.
- SB810 requires that each course identify whether there are affordable texts and materials. Student Success is working on requirement for adding that information to class syllabi.
- A new Faculty Evaluation Committee has been convened to look at improving the faculty annual evaluation process. They would like to improve consistency across colleges and departments while leaving flexibility for individual programs. They want to also decide on a uniform platform for collecting the evaluation materials. The goal is to finalize the recommendations by Spring 2020 and send to senate, chairs, and deans council.
- EdD will hopefully be approved by the coordinating board in December or January.
- Provost's Council meets once a month and works on improving processes in relation to the pillars of the strategic plan. The council has been working on student engagement, specifically they are working on a survey to send to faculty about how we are currently trying to engage students.

1:00

Contracts & Texas Public Information Act

**Adrienne Hampton
Teri Taylor**

- Adrienne and Teri are from the Office of Legal Affairs
- The presentation covered tips for smooth processing of contracts that the university has (e.g., vendors, MOUs, affiliate contracts), and handling of public information requests.
- For a contract to be processed, the contract must be complete, correct, and cohesive (“well integrated”).
- Tips for contract approval: review university procedures, read for errors and omissions, contact Teri Taylor (ttaylor@uttyler.edu) early in the process, and “evaluate hyperlinked information” (if the vendor's contract has hyperlinked terms and conditions).

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- UT-Tyler falls under the Texas Public Information Act because we are a public university, we are funded by taxpayers. Anyone working at a public institution that is creating documents is creating *public* documents, and citizens have the legal right to request them.
- Generally, the Legal Affairs office has 10 days to respond to a public information request.
- Do not delete or nor respond to the public information officer's (Adrienne Hampton) request. She will send you a template to fill out with the information.
- What counts as public information? It is any information that you created in your official capacity as an employee, it is public information (even if you made it on a private device, a text message, etc.)
- Please see the attached slides for additional details.

1:18 Library Services and Opportunities

Rebecca Johnson

- The Muntz library follows the liaison model, which means that each subject/discipline and department has a liaison librarian assigned to them.
- Students and faculty can make appointments with their liaison librarian.
- Your librarian can create subject matter resource guides for specific projects, courses, or subjects.
- The librarians also assist with resource development, if there are journals/materials that you need.
- The library also provides instruction in library resources and information literacy.
- There is a search underway to find a new social sciences librarian.
- Terra Gullings manages Scholar Works (the scholarship and research repository). You can email her (tgullings@uttyler.edu) to set up an appointment for her to review your CV and see which materials can be added to scholar works.
- The library has a computer lab with 26 new computers that is available to be reserved for classes and events.
- LibQual survey will be coming out to all of campus on March 16, 2020.
- Deadline to get your scholarship updated on Faculty 180 for the Celebration of Scholarship is December 20.
- For additional information and details, please see the attached slides.

1:36 Updates on Senate Matters

Colin Snider

- Senate is working with the deans of each college to start open houses, where once a month, a college will host an open house where faculty from across campus can come and meet other faculty and learn what faculty in that college are working on.
- Senate is working on addressing Title IX changes due to the recent TX Senate bill that has tightened up on reporting of Title IX violations. Title IX Office will be providing workshops for employees in the Spring semester.

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- Calendar changes updates: over half of the faculty responded to the faculty survey about potential changes to the university schedule. The Senate will have a resolution to vote on in January.
- Ad Hoc Committee updates: Free Speech and Family Policy committees have drafted a recommendation that will be up for a vote in January by the senate.

1:43 Adjourn

Next Faculty Senate meeting will be Thursday, January 16, 2020 at 12:30 in the Alumni House