

# Faculty Senate Minutes

2 September 2011 meeting

President Gary Byrd called the meeting to order at 12:15 p.m. in 11 JBK.

**Senators in attendance:** Ambrose, Anwar, Bartlett, Bigam, Byrd, Castillo, Crandall, Drumheller, Jafar, Johnson, Kuennen, Landram, Loftin, Parr-Scanlin, Pendleton, Rosa, Severn, Ward, and Vizzini

**Senators absent:** Alex, Rausch, and Wilson

Gary Byrd welcomed everyone to a new academic year. New Senators Collette Loftin is from the Department of Nursing and Stephen Crandall is from Art, Theatre, and Dance.

The Faculty Senate Constitution lists attendance requirements. A Senator should send a colleague to substitute if he needs to be absent from a Senate meeting.

**Minutes from last meeting:** Duane Rosa moved, Gary Bigam seconded, and the Faculty Senators present voted to approve as written the preliminary minutes that outgoing Secretary Linda Chenowith prepared from the 6 May 2011 meeting.

## **Old business:**

Yvette Castillo and Denise Parr-Scanlin volunteered to serve with Royal Brantley, Chad Holliday, Pat Tyrer, Bob Stewart, Claudia Stuart, and Bonnie Pendleton on the **Commencement Speaker Committee** to help select speakers for graduation.

## Updates on Faculty Senate ongoing activities:

Informal Faculty Senate meetings were held during the summer. One endeavor was finishing the criteria for an **Ombuds Officer**. As last year's senators will recall, recommendations by a Faculty Senate subcommittee were endorsed by the full Senate and forwarded to President O'Brien in the Spring semester. Dr. O'Brien mostly agreed with the proposal. Thus, in the summer, some remaining details were worked on by senators, Dr. O'Brien, and then sent to Texas A&M University System attorneys for review. If the System attorneys approve, Dr. O'Brien has expressed the desire to move quickly to fill the position this fall. As presently planned, the Faculty Senate will recommend as many as three names to Dr. O'Brien who will select one as the Ombuds Officer. Dr. O'Brien will fund the position. One new feature that has been added is that 60 days (instead of 30) would be allowed in which to file a grievance in order to allow time to work through various informal avenues, such as the Ombuds Officer, for a problem to be solved before formal grievance has to be filed. The Ombuds Officer will be making quarterly reports (which will be in aggregate and issue-related form and therefore protect the identity of specific individuals) to the President who is interested in repeated problems occurring on campus.

Faculty Senators Gary Byrd, Leigh Browning, and Karyn Friske served on the university Ad Hoc Exigency Committee that last met in June. The newly formed **Program Review**

**Committee** of approximately 20 people will use developed criteria to conduct process reviews and recommend any needed cuts in academic and non-academic areas. Faculty elected by Colleges were Amjad Abdullat, Chuck Chase, Paul Clark, Harry Hueston, and John Pipkin. College Deans selected Leigh Browning, Jim Calvi, Debbie Davenport, Karyn Friske, Pam Lockwood-Cooke, and Susan Nix. Staff selected were Michelle Blake, Lisa Caid, and Dwaina Six. President O'Brien selected Michael McBroom. Gary Byrd will represent Faculty Senate. Don Albrecht and Wade Shaffer will be Committee co-chairs. The Student Senate has not named any Committee members yet. The Committee is to do a process analysis by using Lean Sigma Six at WT. Pantex personnel will train and guide committee members on how to do the Lean Sigma Six process analysis.

**New business:**


With only seven meetings this semester, Faculty Senate plans to work on **issues most important to academic departments**. Each Senator suggested issues on which Faculty Senate might work this year. Each Senator should select four of the following issues, with the 1<sup>st</sup> choice being most important. They are to send to Secretary Bonnie Pendleton their priorities so that the Senate officers can tally. The listings are:

1. Cost analysis of WT administration, academics, and athletics
2. Changing WT processes so as to save money, time, environmental resources
3. Establishing communication of information from Program Review to Senate and departments
4. Faculty evaluation, mentoring, and retention (College and Departmental standards, deadlines, logistics)
5. Recruitment / hiring processes for new faculty (faculty/staffing levels, tuition assistance for dependents)
6. Faculty teaching / release loads
7. Issues related to Teaching/Graduate Assistants as Instructors of Record
8. Revising evaluations by students in on-line and small classes
9. Changing class schedule to more Monday-Wednesday-Friday courses
10. Summer teaching policies (class size, etc.)
11. Reviewing use of classroom space on campus
12. Assessing graduation rates/times for athletes and other students
13. Need for active academic computing committee
14. Coordinating and announcing scheduling of back-to-university, college meetings

**Dr. O'Brien will answer questions during the next Faculty Senate meeting** (date to be arranged). By 8 September, each Senator should submit to Secretary Pendleton questions in order for the Senate officers to sort and provide to Dr. O'Brien in advance.

The meeting adjourned at 1:35 p.m.

Respectfully submitted,

  
Bonnie B. Pendleton, Secretary

*These minutes were approved on 30 September 2011.*