

## **Faculty Senate Minutes 19 April 2013**

**Senators Present:** Alex, Ambrose, Anwar, Atchison, Bartlett, Crandall, De'Armond, Drumheller, Jafar, Johnson, Landram, Loftin, Pendleton, Rausch, Riney, Severn, Takacs, Vick, Vizzini, and Ward

**Senators Absent:** Dalton and Kuennen

**Call to Order:** President Ambrose called the meeting to order at 12:17 p.m. in the Eternal Flame Room of the JBK.

**Approval of Minutes:** Ward made a motion seconded by Vizzini to approve as amended by Jafar the minutes of the 5 April 2013 meeting of Faculty Senate. The motion passed unanimously by the Faculty Senators present.

**Discussion with Provost Shaffer:** Dr. Shaffer said the Texas legislative budget hearing went well. Funding was requested for several faculty positions, the library, and auxiliary services. Allocations will be set in July. WT could lose \$1 million per year with the House version or \$100,000 over the biennium with the Senate version. WT submitted a proposal for \$1 million for student success programs. The Texas A&M University System liked the WT proposal so much that Dr. Hallmark put together a proposal for \$29 million for The A&M University System. Both proposals were submitted to the legislature. A tuition revenue bond was proposed for an Amarillo Center building of 50,000 square feet to be built new or housed in a currently standing building; \$12 million was requested from the legislature and \$6 million from pledges from the Amarillo community.

The Texas Higher Education Coordinating Board backed off requirements for low-producing programs, with averages of 5 B.S., 3 M.S., and 2 Ph.D. graduates now required each year for every five years. The distance education fee probably will be eliminated but technology fee increased by \$7 per hour for each student. Qualifications of tenure and promotion candidates will be reviewed by the Regents and Chancellor in College Station the week after next. No surprises are expected, but there are new members of the Board of Regents this year.

Severn asked which courses might be offered in the new Amarillo Center so as not to compete with Amarillo College. It was an agreement by WT, not the Coordinating Board, for WT not to offer the same courses as offered by Amarillo College

Ward asked if removal of low-producing programs might be retroactive. Shaffer thought it would not be retroactive, but some low-producing programs already cut might be restarted. Currently there is a 10-year moratorium on restarting a program.

Shaffer said he thinks everyone thought the Texas Higher Education Coordinating Board overstepped. Kel Seliger thought the Coordinating Board should be reined in and put back into the proper role of coordinating, not directing. Shaffer said 50-60% of the programs cut in Texas were STEM programs such as chemistry, geology, and physics. Shaffer thinks the Higher Education Coordinating Board should coordinate programs across universities.

Rausch asked about proposed Core curriculum that Mallard turned in with recommendations to Shaffer. Dr. Hallmark said a proposal should be in place but does not need to be final by 1 May. A WT town hall meeting is planned before the proposal is due to the Coordinating Board by November. Rausch said the communication section is a stumbling block. Shaffer said English 1301 is in a block by itself. The second block has two English and three communications courses as options. Shaffer said Dr. O'Brien is concerned that students might not have oral communication skills. Rausch said items such as speech might be in two sections. Shaffer said anything that fits into Core 90 must be in another section. The new core curriculum will go into effect in Fall 2014. Every course must assess four to six areas including critical thinking. Severn said every category would not need to be assessed in every class every semester, and Shaffer agreed. Faculty who teach core courses will be evaluated periodically. Severn asked if core assessment will be rolled into program or institution-wide assessment. Shaffer said assessments will be in line with NSSE, etc. The new WT assessment person will be in charge of collecting information.

Alex said WT has had only two computer science faculty during the past 5 years. He asked about academic integrity and competitiveness with other universities. All WT computer science graduates are employed and doing well. Shaffer said Dr. Topliff is concerned about not enough computer science faculty. Dr. O'Brien understands the need for faculty but wants to be selective with new positions that will generate the most student hours. Numbers of students need to be investigated to learn if students are being turned away by not enough faculty to teach courses. Shaffer said Computer Science will be receiving ABET accreditation and will need another faculty member.

Alex said students ask which section of a course is easiest. He said the general format (i.e., two versus five exams) needs to be the same to reduce anxiety among students. Vizzini said his department has a template about similar numbers of exams, etc. in different sections. Rausch said he asked students if they wanted two or five exams but they could not decide. Drumheller said they have common syllabi. Atchison said Psychology has common books but different syllabi. Rausch asked if all sections should be offered at the same time of day because students do not like early classes. Shaffer said Dr. O'Brien assumes courses with similar content have the same text, etc. Jafar said ABET accreditation needs graduates, which typically takes 4 years, so WT needs to be ready because courses will be reviewed for consistency, if not uniformity. Shaffer said there is no mandate for everything being the same in each section of a course but he is concerned about great variance in different sections of the same course. Faculty Senate might come up with recommendations for a similar framework or template, if wanted, so there are no extremes.

Anwar said WT needs quality control because parents and employers look at quality. He suggested faculty teaching in face-to-face courses give exams in class and those who teach online courses should give online exams. Drumheller said during the blizzard when classes did not meet, she gave her exam online. Shaffer said he was not aware of in-class courses having online exams. He assumes in-class courses probably give assignments online. Shaffer went to SACS in Dallas in December and universities now are required to authenticate if a person taking an online course is the real person. Online companies hire graduate students to authenticate by camera that the person actually is the person taking the test and submitting the work. Atchison said Byrd tried

that 6 years ago, but stopped because of a number of difficulties. Jafar said sometimes there are problems with bandwidth. He said public libraries sometimes are subcontracted to administer exams for a fee. Shaffer said the WT focus has been on numbers, but focus has shifted in the past year to moving students successfully through degree programs and asking if WT is losing students because of lackluster faculty or not enough success.

Jafar suggested a best practices seminar once a year for teaching online so faculty can learn from one another. Drumheller said Amy Andersen wanted to do this several years ago, but it died out. Anwar suggested providing lunch.

Vizzini said technology could be used to overcome obstacles and asked if there might be a legal issue if exams were posted to be taken on weekends. Shaffer said he thinks some students might be put out if they need to take exams on weekends because they must work or want personal time. He said students need to be informed in advance before registering for a course. Vizzini said some labs let student out early which might not be good for accreditation. Shaffer said it bothers him if faculty let classes out early, give final exams early, skip class, etc. Rausch said that students in some of his face-to-face courses take online exams. He opens the online exams at the end of class on Thursdays and closes the exams before class on Tuesday; he lets students out early to start the online exams so they do not need to spend weekends taking exams. Semester grades in his class are based on several exams as well as assignments and papers the students do on their own time.

Landram asked the policy about having a final exam if students plan to leave campus early. Shaffer said that depending on the class, a paper or project might stand in for the final exam. He said there might be circumstances when a student could take the final exam early. Severn read the final exam information from the Faculty Handbook. Landram asked why some teachers tell students if they are satisfied with their grade already they can leave early, but Shaffer said he is not happy with final exams being optional. Anwar said occasionally faculty leave early. Shaffer said a department head could talk to faculty who do not comply. Shaffer said in the past, department heads checked to see if faculty kept office hours. Landram said department heads sometimes are guilty.

Atchison asked about the accusation made against Les Dalton. Atchison asked the policy for proceeding if a charge against a professor is not substantiated. Shaffer said his understanding from System counsel is to do what is best for the students in the class. While a complaint is being investigated, faculty are removed from class and suspended, but should be moved back to the classroom once an investigation is concluded and the claim not substantiated. But, depending on when the investigation happened during the semester, reinstating a faculty member near the end of the semester might be too disruptive to the students. Atchison asked if there is a policy for taping without faculty knowledge. He said there is the issue of true threat versus colloquialism (out of complete context), but students might edit out or delete context after taping. Severn said taping without faculty consent might also apply to copyright. Shaffer said faculty could put information about taping or using laptops into the syllabus. Atchison said student disability services tapes to assist students. Vizzini said he never knew of any previous case of faculty removed from the classroom even for sexual harassment. Shaffer said Title 9 has policy and procedures for the classroom. Shaffer

said some students might try to get rid of faculty they do not like. Students will be sent to UPD to investigate issues; they will make sworn statements to the police and be prosecuted if they lie. Shaffer said only 5-6 of 250 faculty have caused problems.

Jafar said members of the university promotion and tenure committee sign letters not to discuss information outside the meeting, and they meet later to provide future recommendations. He asked why the same is not done at department and college levels. Shaffer said follow-up meetings are worth having at department and college levels. He wants to make the process as consistent as possible at each level. Anwar suggested two-way communication for the college level.

**Reports:** Ambrose said department heads are still discussing revisions to the form to supplement instructional responsibility in the faculty annual professional summary. Faculty Senate is supposed to get to review proposed changes before the document is final.

Two nominees will prepare packets for Regents Professor, and Gerlich has not responded. Tim Atchison was nominated by the Deans but is not eligible because he is not a full professor. Packets are due to Faculty Senate by 20 May. Senators will vote between 21 May and 4 June. Severn asked if packets might be scanned and sent to Senators, but it was decided not to.

Severn motioned for Faculty Senators in a college to decide how to fill WT committee vacancies for their college while vacancies open to faculty from any college should be filled by election of all the Faculty Senators present.

The following faculty were selected to fill vacancies on WT Committees:

Alcohol & Other Drugs Committee (VPSA)	Angela Phillips
Curriculum Committee (VPAA)	BUS Anne Macy Terry
Developmental Education Committee (VPAA)	PSCJ David Rausch
Diversity Committee (President)	Yvette Castillo
Enrollment Management Committee (VPEM)	Teri Bingham
Faculty Development Committee (VPAA)	NHS Vicki Hartin
Faculty Emeritus Committee (President)	FAH Guglielmo Manfredi
Faculty Handbook Committee (President)	Bonnie Pendleton
Freshman Convocation Committee (VPAA)	ASE Pamela Lockwood-Cooke
	ESS Anand Commissiong
Grievance Committee-Student (VPSA)	ESS Conn Thomas
	FAH Jeffrey Doty
	NHS Charles Chase
Honors Council (VPAA)	BUS Musa Jafar
Information Technology Committee (CIO)	FAH Jeremy Lewis
Instructional Technology Committee (VPAA)	ESS Richard Rose
Intercollegiate Athletic Committee (President)	ASE Matthew Jackson
	ESS Billy Blodgett
Scholarship/Financial Aid Committee (VPEM)	David Hart

Student Endowment Scholarship Committee (VPSA)	BUS	Turkan Dursun-Kilic
	FAH	Nicholas Scales
	NHS	Michelle Bartlett
Student Fee Advisory Committee (VPSA)		Mark Bartley
Student Honors Committee (VPSA)	ASE	Gary Barbee
	FAH	Timothy Bowman
Traffic Appeals Committee (VPBF)		Kenneth Leitch and Andrew Li
Undergraduate Admissions Appeal Committee (VPAA)		Henry Poduthase
University Library Committee (VPAA)	ESS	Gwendolyn Williams
	NHS	Shravan Devkota
University Services Committee (VPBF)	FAH	Anne Medlock
Virgil Henson Activities Center Committee (VPSA)		Matthew Kuennen

Dave Rausch will be the Chair of the WT Commencement Speakers Committee.

Magister Optimus award guidelines compiled by Drumheller and Anwar and condensed by Faculty Senate officers will be posted on the Faculty Senate Internet site. The Magister Optimus award winner for 2013-2014 was selected during the Senate meeting by secret ballot of the Faculty Senators.

A Faculty Senator from Nursing and Health Sciences will be elected at 9 a.m. on 2 May. Two Senators from Fine Arts and Humanities will be elected at 11 a.m. on 2 May.

Election of Faculty Senate officers will be at the Faculty Senate meeting that starts at 12:15 on Thursday, 2 May. Candidates seeking office should tell their philosophy, background, and why they are running.

The Faculty Senate meeting adjourned at 2:14 p.m.

Respectfully submitted,



Bonnie B. Pendleton, Secretary

*These minutes as amended were approved at the 2 May meeting of Faculty Senate.*