

## **Faculty Senate Minutes 2 November 2012**

**Senators Present:** Ambrose, Anwar, Atchison, Bartlett, Crandall, Dalton, Drumheller, Johnson, Kuennen, Landram, Pendleton, Pjesky, Severn, Takacs, Vick, Vizzini, Ward

**Senators Absent:** Alex, Jafar, Loftin, Rausch, Riney

**Guests:** Gary Bigham, Gary Byrd, Anand Commissiong

**Call to Order:** President Ambrose called the meeting to order at 12:18 p.m. in Room 14 (Eternal Flame) of the JBK.

**Approval of Minutes:** Vizzini made a motion seconded by Atchison to accept as amended by Atchison and Vizzini the minutes of the Faculty Senate meeting of 19 October 2012. The motion passed unanimously by those present.

**Announcements:** Ambrose forwarded the Chancellor's Academy of Teacher Educators and the Piper Professor nominations. He has not heard anything about the two Ombuds Officer candidates Faculty Senate recommended to Dr. O'Brien. His meetings with Dr. O'Brien were cancelled. Dr. O'Brien will come to Faculty Senate next time. Send questions to Ambrose to forward to Dr. O'Brien.

**Report on Texas Council of Faculty Senates, 26-27 October:** Anwar said the meeting in Austin was productive and much good information was obtained. Almost every university was represented because stakes are high and all have vested interest. Senator Kirk Watson talked about problems with Texas higher education, including funding problems and lawmakers not understanding what faculty members do. Dan Jones discussed the quality of the \$10,000 program proposed for universities in Texas. Catherine Parsonault, senior director of Texas Higher Education Coordinating Board, reported on different universities. Texas A&M and UT Dallas participated in a discussion on how to mobilize public support for higher education. Anwar reported what WT Faculty Senate discusses and about the many good things at WT (Ombuds Officer, salary raises). Vizzini asked if there was any sense of inter-university connections or various Faculty Senates pooling resources.

### **Reports of Faculty Senate Sub-Committees:**

The *Post Tenure Review* Committee is working and progressing well to soon revise the information in the Faculty Handbook.

**Teaching Loads.** Ambrose said Dr. O'Brien asked Faculty Senate to review teaching overloads and make suggestions. Takacs reported Gary Kelley will be contacted for information on teaching loads of all faculty for the past academic year; the data will be sorted and compiled for review by Faculty Senate. Takacs questioned the teaching load policy and whether compensation or release time is given for teaching overloads. Ambrose said the Faculty Handbook says release time can be accumulated but is lost if not used within 2 years. Atchison suggested adding a policy to the Faculty

Handbook about what is done with overloads and the expectations on the CIEQ if a faculty member is teaching a course overload. Ambrose said he taught an overload last fall and was given release time the next semester. Vizzini said he thought overloads were handled at the College level, but release time is not often given now because of budget cuts. Course enrollments are larger because WT cannot afford to hire new faculty. Takacs said in some cases, there is only one faculty member who can teach a subject so there are not enough faculty to teach overloads. Takacs said teaching assistants can teach as many as six equivalents. Severn said he was refused teaching assistants. Drumheller said students can be used as TAs if they have taken 18 hours of courses in a subject but cannot be the teacher of record. TAs might be used instead of having so many part-time instructors. Vizzini said WT might soon have too many part-time instructors. Vizzini said WT might be dinged by U.S. News and World Report if class sizes become too large. English has 75 majors, but Severn schedules 1,100 students into English composition courses. Anwar asked if the problem is because WT does not have enough Ph.D. programs. Severn said having Ph.D. programs might help a little but would not help much for the numerous sections he must cover. Vizzini asked about equity; some departments have a greater problem with overloads; is it fair to hold members of some departments to the same level of scholarly creative activity. Vizzini said a faculty member 4 years ago was dinged while being forced to teach overloads every semester. Takacs said in music, one of his colleagues has 31 students in applied courses and is given 0.67 hour per class hour taught; he needs an assistant to help with freshmen and has resorted to teaching group sessions. Severn asked what would show in Buff Advisor and was told MUSC would show the number of students X 0.67. Severn said independent studies should be looked at. Vizzini asked if music or art students are funded differently at the State level. Byrd said they are funded differently based on the course prefix. Atchison said data should be available at the State website. Severn said WT should keep a metric of what was expected versus what course hours were taught when faculty members apply for tenure and promotion.

**Summer Pay.** Severn put together questions and asked the five Deans independently about the way summer funding is determined. Responses did not differ by College. Pjesky said 25 students per course will be required across the board next summer because of the disaster last summer. Pay will be 1/12<sup>th</sup>. Kuennen said the real issue is what should be the cap for huge enrollments. Severn said the mentality should be about making money on summer courses, and summer school should be marketed with flyers to students returning from other universities to spend the summer locally. Pjesky said last summer popular courses, not the most important courses, were offered.

**Parking Issue:** Anwar said he is going to send comments collected from faculty to Gary Barnes who will convene the Parking Committee. Anwar will inform Faculty Senate of what happens.

**Supplements to CIEQ for Evaluation of Faculty Instructional Responsibilities:**

Anwar served on an ad hoc committee chaired by Amy Andersen to supplement the CIEQ for evaluating faculty instructional responsibilities. The form was approved by the Deans' Council. Dr. Shaffer asked Faculty Senate to review and suggest revisions. The old evaluation form will be used for 2012, with the new form used starting in 2013.

The Deans' Council said students will complete the CIEQ online starting in the spring semester. Online evaluations might save money and make it easier to tabulate data. Atchison commented about the issue with the server not being large enough. Ambrose was concerned that the number of students participating in online evaluations would result in invalid data for evaluating face-to-face courses. Dalton asked if the online form would be different than the form now handed out in class. Anwar asked if a minimum response rate would be required to be scientifically accurate – less than 30-50% response of students still enrolled in a course is not accurate. Byrd said the person who created the CIEQ said a response rate less than a certain minimum rate would not be valid based on the creator's research data. Landram said students who complete evaluations online either really like or really do not like the faculty member evaluated. Takacs said a House Bill required everyone's teaching evaluation scores to be shown online. Drumheller asked what options faculty members have to encourage students to complete online evaluations. Anwar said an e-mail from Gary Kelley said online evaluations were available for this semester, but Anwar suggested making the window of time only 2 weeks to fill out the evaluations. Severn said the response rate online is low so a long response time should be better. Drumheller and Severn said laboratory time might be set aside for students to complete the CIEQ. Vick uses Webex every week and hears and sees the students' voices and faces every week and they see him. Vick's online CIEQ score rate equals that for in-classroom courses. Vizzini had only one of 30 students from his summer course complete the CIEQ online. Anwar had no response from 30 students online in his capstone course. Atchison said online evaluations will require faculty to use WTCClass more often to encourage more students to complete the CIEQs online. Kuennen asked if the CIEQ could be logged to the individual student but Drumheller said students cannot legally be required to complete the CIEQ and it cannot be tied to a course grade. Ambrose wants to leave evaluations as they are for in-class courses. Anwar asked what to do if student completion of the CIEQ online does not work. Anwar asked if Byrd interacted with Dr. Hallmark about doing CIEQs online. Byrd said Faculty Senate forcefully said they did not want to go online because of the low response rate, and Dr. O'Brien let it go for 1.5 to 2 years. Vizzini asked if Faculty Senate should create a resolution to not put the CIEQ online; Landram seconded the motion. Anwar suggested a subcommittee to collect information on what other universities do and issues of what goes wrong or right. Anwar, Crandall, Drumheller, and Vick volunteered to serve on the committee. Ambrose asked the Senators to review the proposed new method of evaluating teaching effectiveness and bring suggestions to the next Faculty Senate meeting.

The meeting adjourned at 1:38 p.m.

Respectfully submitted,



Bonnie B. Pendleton, Secretary

*These minutes as written were approved at Faculty Senate on 16 November 2012.*