

Faculty Senate Meeting

November 8, 2024

2:00 -4:00 p.m.

UC Oso 221

1. Meeting was called to order @ 2:06 pm

Attendance: see table

Senator	May 10	Aug 23	Sept 20	Oct 11	Nov. 8					
Jennifer Anderson (Library)	X	x	x	x	0					
Jeanne Birdwell (COEHD)	X	x	x	x	0					
Mara Barbosa (CLA)	X	x	x	x	x					
Isla Schuchs Carr (CLA)	X	x	x	x	x					
Tianxing Chu (COE)	0	x	x	x	0					
Susan DeGhize (SAMC)	X	x	x	x	0					
Alihan Hadimlioglu (COE)	X	x	x	x	x					
Catherine Harrel (CONHS)	X	x	x	x	x					
Yu-Shan Huang (COB)	0	x	x	x/Z	0					
James Ikonomopoulos (COEHD)	X	0	x	x	x					
Taoran Ji (COE)	X	x	x	x/Z	x					
Timothy Johnson (CLA)	X	x	x	0	x					
Ahmed Kamara (COB)	X	x	x	x	x					
Zhaorui Li (COE)	0	x	x	x	0					
Kevin Loeffler (SAMC)	0	x	0	0	x					
Cherie McCullough (COS)	X	0	0	0	0					
Judy Metcalf (COS)	X	0	x	x	0					

Valeriu Murgulet (COS)	X	x	x	x	x					
Thomas Oldham (SAMC)	X	x	x	x	x					
Felix Omoruyi (CONHS)	X	x	x	x	x					
Dale Pattison (CLA)	X	x	x	x	x					
Miguel Perez (CONHS)	X	0	x	x	x					
Robin Pizzitola (COEHD)	X	x	x	x/Z	z					
Lori Podolsky (Library)	X	x	x	x	x					
Ed Proffitt (COS)	X	0	0	0	0					
Ric Ricard (COEHD)	X	x	x	x/Z	x					
Leigh Shaver (CONHS)	X	x	0	x	x/z					
Brian Shelton (CLA)	X	x	x	x	x					
Matthew Starliper (COB)	X	x	x	x	x					
Rabih Zeidan (COB)	x	x	x	x/Z	0					

Other: Cate Rudowsky, Missy Chapa (registrar), Kevin Houlihan, Missy Chapa, Kelly Bezio (AAUP), David Ramcharan, Shay Lee (Senate admin support), Deborah Sibila (Ombuds)

2. Agenda: Motion to approve Agenda by Senator Podolsky second by Senator Starliper
  - a. Moving approval of minutes up to #3, Provost Rudowsky will be late, so will insert her when she arrives
  - b. Approved unanimously, no additions
  
3. Guest Speakers: Registrar Missy Chapa will present on the academic calendar development process, and Provost Cate Rudowsky will present on CUPA (see report under Ex Officio/Provost remarks). Missy Chapa, Registrar, on Academic Calendar Guidelines (see attached document in teams folder) Calendar committee works on academic calendar, includes faculty representation from each college, financial aid, housing, rec sports, athletics, etc. then goes to Provost, then Presidents cabinet. There is a calendar committee website for more information. Try to have 4 years ahead Numerous guidelines for proposed calendars, including THECB common calendar which outlines semester start dates (+/- 7 days), Maymester (grandfathered approval) part of summer I, instructional time rule – 3 credit course needs at least 2,250 minimum minutes instructional time Faculty contract end dates are commencement or final grades, whichever is later; commencement dates dependent on American Bank events Summer start on after June 1; align spring break with CCISD, try to keep aligned with CCISD Emancipation Day has been added as permanent holiday

Other TAMU schools have varying days, start & end breaks, its not always possible to align calendars

Housing needs at least two weeks between semesters

Senators can share proposed calendars with faculty

Jan mester & August mesters previously used, may be revisited

4. Approval of September minutes

- a. Motion to approve minutes by Senator Loeffler, Second by Senator Ricard
- b. One correction to Minnie Stevens Piper award in item 6 (erroneously listed as Minnie Piper Stevens)
- c. Approved unanimously

5. Speakers Report: Speaker Schuchs Carr/Deputy Speaker Johnson

State and System-level news:

- At the TAMUS-AFS meeting yesterday we discussed the TAMUS Board of Regents actions to eliminate 14 minors and 38 certificates without faculty involvement in the decision to do so or in the development of the criteria used to identify these minors/certificates for closure (all done at Provost level). There is concern that similar actions might be coming at other system institutions as well. <https://thebatt.com/center/board-of-regents-to-vote-on-mandating-minor-certificate-eliminations/>
- On Monday, November 11th the Texas Senate Higher Education Subcommittee will hold a hearing (third hearing so far) on topics including limiting faculty senates, adding more DEI prohibitions and punishments, and expanding access to K-12 programs such as AP and dual credit.
- There are four documents in a folder “Review for TAMU System Members”:
  - 15.01.03 Financial Conflicts of Interest (and definitions)
  - 29.01.05 Artificial Intelligence (and definitions)
  - The system is seeking quick and informal feedback on these two regulations before they are finalized at the system level. These do not need committee review or any formal approval by Faculty Affairs committee or senate at this time. If you do have any feedback, comments, or concerns related to these, please email them to both me and Kevin Houlihan. The Financial Conflicts of Interests regulation will require the FA committee and senate's involvement once they are finalized at the system level as that will trigger revisions to our existing rule to align with any changes made by system. The AI regulation is new (not a revision) and may or may not result in a new draft procedure for TAMU-CC—if it does, Faculty Affairs and Faculty Senate will also be involved in the usual review process. Any feedback for the Financial Conflicts of Interest regulation is due by 5 p.m. on 11/14 and feedback for the Artificial Intelligence regulation is due before 5 p.m. on 11/18.

University-level news:

- We had some follow-up questions about Canvas, that we sent to DLAI and have received responses (See Teams folder).
- COEHD and COS searches are underway—first meetings scheduled for next week.
- Grad/Undergrad coordinators (grad coordinators meeting was this past Tuesday, October 29th)
- Do not forget about the EPIC Professional Development Week on Nov. 12-14, featuring 45+ learning sessions. Islander faculty will present research on topics ranging from memes to childhood allergic disease to hidden math, while campus experts will present on everything from campus software (Zoom, Microsoft, Interfolio, and more), to wellness (CPR, Qigong, resiliency, deskercise, stress management), to compliance (FERPA, the ADA, Texas Public Information Act, IRB).

- Please remember the document in Teams for writing questions that we will ask President Miller in December. Please try to post questions there before the end of day Tuesday, November 26<sup>th</sup> so that I can edit them and send them to her one week before the December 6<sup>th</sup> meeting (slightly more than a week due to the Thanksgiving holiday). If you are worried about anonymity (the file does show who last edited it in Teams), please email me your questions and I will add them myself.
- We only had about 50% of senators respond to the poll about whether or not we should reschedule the April 18<sup>th</sup> meeting. I will send a reminder email sometime between now and Monday evening.

## 6. Committee Reports

### a. Academic Affairs – Senator Pizzitola (written report)

The next UCC meeting is on Tuesday, November 19, at 9:30am. We have 192 total proposals: 122 are expedited review courses and 70 are a combination of new courses, course changes (number changes), and program changes. If you have any questions, please email Robin.

### b. Awards, Bylaws, & Elections – Senator Oldham

Met Oct 24 to review application /nomination for Minnie Stevens Piper award, nomination recommendation forwarded for Dr. Susan DeGhize  
Faculty excellence awards – nomination period ends Nov 20

### c. Budget Analysis – Senator Perez

No new information, Senator Perez is now included on the University Budget Advisory Committee, have not met yet

### d. Committee on Committees – Senators Pattison/Ricard

The Faculty Satisfaction survey was distributed on Monday of this week. So far, 113 faculty have submitted responses. The survey was sent out to 467 faculty total. The completion rate so far is about 24%. We're planning on sending out a reminder email this coming Monday and then closing the survey the following Monday. We'll work on compiling the data in the coming months and will share with Senate in the Spring.

### e. Faculty Affairs – Senator Hadimlioglu

We are introducing a new procedure in the Senate meeting on 11/8/2024:

As mentioned during the last meeting, the faculty workload rule and procedure are ready for Senate to introduce. We are on a system deadline for these, so we need them approved at the December meeting if possible. The documents are in the Teams folder and some details regarding the edits are below.

- **12.03.99.C1, Faculty Workload**

- Added librarianship throughout
- All full-time faculty are based on 15 workload credits (sec 1.2)
- Tenured/tenure-track have 12 instruction, 3 RSCA plus service
- Fixed-term have 15 instruction plus service
- Added DIS to teaching activities to align with procedure (sec 2.1)
- Removed duplicate language (sec 3)
- Add "knowledge in the field" expectation to instruction-related workload (sec 4.2.1)
- Added new faculty to RSCA activities to align with procedure (sec 4.2.3.3)

- **12.03.99.C1.01, Assignment of Faculty Workload**

- Admin assignments changed to "up to 6" from "up to 9" hours (sec 2)
- Aligned releases for RSCA and Special Circumstances to the 15-hour definition (sec 3.3.1 & 3.5.1)
- Broke sec 4.1 into 2 subsections to improve readability (sec 4.1)
- Changed full-time workload credits to 15 for all (sec 4.1.1 & 4.1.2)

Another procedure is also included. The Senate reviewed this in March 2023, but it was put on hold and further revised.

- **09.02.01.C1, Official Non-Emergency University Messaging**
  - Returning to Faculty Senate (last seen in March 2023)
  - Additional edits on Media responsibilities (sec 4)

These procedures are placed in the General Senate Teams folder for the November 8 meeting under the subfolder “Procedures to Introduce.”

The Faculty Affairs Committee completed the review of the following procedures on October 31, 2024:

1. 01.01.99.C0.01, Review and Approval of University Rules and Procedures
2. 11.10.99.C0.04, Distance Education Programs

Upon review, the committee provided specific comments regarding language, consistency, and ambiguities.

For the “Distance Education Programs,” the associate provost provided us with responses to our doubts regarding the removal of DLAI from the procedure. DLAI has been reintroduced to the procedure in section 3.1.1 as a letter of support and is now mentioned in section 2.4 as a recommended element of development.

We will complete our review and bring the procedures 12.03.99.C1, Faculty Workload, 12.03.99.C1.01, Assignment of Faculty Workload, 09.02.01.C1, Official Non-Emergency University Messaging in our next meeting.

This concludes my report, and I would now like to call for a vote to approve the procedures presented by the Faculty Affairs Committee.

Discussion. All approved, no abstentions.

*Report given and certified by Faculty Affairs Committee Chair Dr. Alihan Hadimlioglu*

Faculty Affairs Committee Members:

*Alihan Hadimlioglu (College of Engineering and Computer Science, Chair), Susan DeGhize (School of Arts, Media, & Communication), Zhaorui Li (College of Engineering and Computer Science), Mara Barbosa (College of Liberal Arts), Jennifer Anderson (Mary and Jeff Bell Library), Sandy Huang (College of Business), Cathy Harrel (College of Nursing and Health Science), Ric Ricard (College of Education and Human Development), Judy Metcalf (College of Science)*

7. Liaison Reports
  - a. CPIRA
    - a. Open access publication fund: As of last CIPIRA meeting (Oct 17), approximately \$24,000 remains in the Open Access Publication Fund, Currently, faculty may apply for funding at the time a paper is submitted and do not need to wait until its accepted. Therefore, if you need funding, its best to apply immediately upon submission
    - b. Sponsored research: Initial contact with SRS is now made using the online intake form. Discussed the possibility of creating a clear, comprehensive roadmap for new faculty and PIs, outlining the process for getting involved in grant writing, submitting grants and understanding the grant lifecycle – similar to the detailed resources available at other institutions. Discussed some inconsistencies

in how funding is reported in Maestro, which may lead to underreporting of funding. The post-award office currently has a staffing shortage.

- c. Professional Development Programs: Research Development Academy: a 9-month grant writing program that helps participants prepare for a grant submission, and all 12 spots are filled. A grant writing workshop for new PIs is being planned for next year. The details are still being worked out.
  - b. Graduate Council
    - a. No report
  - c. AAUP (Kelly Bezio)
    - a. Will know more about topics once legislature starts
    - b. AAUP has a couple publications, vol 16 shared with senate, journal submission criteria shared
    - c. AAUP is resource for faculty
  - d. Expressive Activities Committee (Jennifer Anderson)
    - a. No report
  - e. University Committee on Committees
    - a. No report
  - f. Staff Council Liaison Report (given by TAMU-CC Faculty Senate Speaker Dr. Isla Schuchs Carr)
    - No update
8. Ex Officio Reports
- a. Provost Cate Rudowsky
    - Board of Regents meeting, system asking members to review minors ad certificates
    - Report on CUPA (College and University Professional Association) – presentation in Teams folder
    - Used by HR to help determine salary, bring salaries to market value
    - Faculty Equity Plan: either minimum increase or equity increase, whichever is greater
    - 6 year plan for tenure /tenured faculty & Fixed term faculty
    - CIP codes (Classification of Instructional Programs): faculty codes noted in Banner, your admin person can access, they will start being reported on NOA's and in Interfolio
    - CUPA reported and updated annually, around November
    - HR sends reports with all disciplines and all groups to deans
    - 3 peer groups for market data comparison, need at least 5 institutions for comparison; list focus salary & comparison salaries, average and median
    - CUPA medians can decrease, differences between ranks can vary widely (so look at previous 2 years), ranks between groups can vary widely
  - b. Ombuds Deborah Sibilila (ombuds)
    - a. Meeting with Deans Council next week and then later department chairs; will explain role of ombuds and potential ways could be utilized
    - b. Will be finalize year report, currently double contacts form previous year
  - c. Staff Council Vice President Stephaine Long
    - a. Tamalada will be Dec 5, because that is reading day so will not have a reading day mixer
  - d. Chief Information Officer David Ramcharan
    - a. No updates
9. Old Business
- a. none
10. New Business
- a. No updates
11. For the good of the order

a. none

12. Motion to adjourn Senator Oldham, second by Senator Omoruyi, all approve

a. Meeting adjourned @ 3:53

### Senate Committees (\*Committee Chair(s))

#### Academic Affairs

Kevin Loeffler (SAMC)

Lori Podolsky (MJBL)

Scott Johnson (CLA)

Ahmed Kamara (COB)

Felix Omoruyi (CNHS)

Robin Pissitola-Chair  
(COEHD)

James Ikononopoulos  
(COEHD)

Val Murgulet (COS)

Zhaorui Li (COECS)

#### ABE

Tom Oldham (SAMC)\*

Tianxing Chu (COECS)

Matthew Starliper (COB)

Leigh Shaver (CNHS)

Jeanine Birdwell (COEHD)

#### COC

Dale Pattison (Fall)\*

Taoran Ji (COECS)

Ed Proffitt (COS)

Ric Ricard (COEHD) (Spring)\*

#### Budget

Brian Shelton (SAMC)

Miguel Perez (CNHS)\*

Rabih Zeidan (COB)\*

Ahmed Kamara (COB)

Cherie McCollough  
(COS)

Faculty Affairs

Susan DeGhizé (SAMC)

Zhaorui Li (COECS)

Alihan Hadimlioglu (COECS)\*

Jennifer Anderson (MJBL)

Mara Barbosa (CLA)

Sandy Huang (COB)

Cathy Harrel (CNHS)

Ric Ricard (COEHD)

Judy Metcalf (COS)

Executive committee

Senator	academic unit	position
Isla Schuchs Carr	CLA	Speaker
Timothy Scott Johnson	CLA	Deputy Speaker
Cathy Harrel	CNHS	Secretary
Judy Metcalf	COS	Parliamentarian
Robin Johnson	COEHD	Chair of Academic Affairs Committee
Tom Oldham	SAMC	Chair ABE
Dale Pattison	CLA	Co-Chair of Committee on Committees (Fall only)
Ric Ricard	COEHD	Co-Chair of Committee on Committees (Spring only)
Miguel Perez	CNHS	Co-Chair of Budget Committee
Alihan Hadimlioglu	COECS	Chair of Faculty Affairs Committee
Jennifer Anderson	MJBL	representative

University committee assignments for FS:

Campus Wellness Committee	Judy Metcalf	Voting Member
Committee on Committees	Dale Pattison	Ex-Officio (voting)
Council of Principal Investigators and Research Administrators (CPIRA)	Taoran Ji	Non-Voting Member
Ethics and Compliance Committee	Isla Schuchs Carr	Ex-Officio (voting)
Expressive Activity Committee	Jennifer Anderson	Voting Member
Graduate Council	Ed Proffitt	Non-Voting Member



Honorary Degree Recommendation Panel	Isla Schuchs Carr	Ex-Officio (voting)
Institutional Effectiveness Committee for Academic Units	Isla Schuchs Carr	Ex-Officio (voting)
Staff Council	Isla Schuchs Carr	Ex-Officio (non-voting)
Strategic Planning Council	Isla Schuchs Carr	Ex-Officio (voting)
Student Success Council	Jeanine Birdwell	Voting Member
Transportation Advisory Committee		Voting Member

Submitted by Cathy Harrel

Secretary Faculty Senate