

## September 7, 2011 Minutes

Members present: Furney, Kimmel, Wilson, Cavitt, E. Payne, Feakes, Melzer, Stone, Conroy, Winek, Czyzewska, Morey

Guests: Sigler, McKenzie (*Star*)

Meeting called to order at 4:00.

### **Announcements:**

1. The Chair shared a note of thanks from Beth Wuest to those Senators who attended the recent New Faculty Luncheon.
2. The election for a new Senator from the College of Education is progressing.
3. A Senator from Liberal Arts has resigned, and so the process for electing a new Senator will begin soon.
4. The Provost requested a Senate nominee for the Faculty Grievance Committee.
5. A link to the new application and review procedures for Development Leave is now posted on the website for the relevant PPS.

**Definition of Faculty Voters:** The Senate approved the proposed new definitions of “faculty voter” and “personnel committee member.” The new definitions will go into effect beginning with the Fall 2012 semester. The Chair will notify the faculty of the approved definitions, and will also share them with Senate Liaisons at the upcoming meeting.

**Eligibility for the Emeritus Title:** Returning to a discussion on policies for awarding the Emeritus title, the Senate agreed that retiring Research Faculty should also be eligible to receive the Emeritus designation.

**Eligibility for Reduced Parking Fees:** As she detailed in a recent email to Senators, the Chair noted that the Provost will assist departments with reimbursement for parking fees incurred by part-time faculty only if such reimbursements will result in departments reaching a negative balance. Senators also discussed that the current policy on reduced parking fees does not fairly reflect the University’s increasing reliance on per-semester faculty who are nevertheless employed above 50% FTE. The policy only covers those faculty on nine- or twelve-month contracts. To examine this issue, the Chair will invite the Chair of the Transportation and Parking Committee to a future Senate meeting.

### **PPS 2.05, Academic Programs: Additions, Changes and**

**Deletions:** The Chair examined previous versions of PPS 2.05, exploring whether there is any clear policy on procedures for processing proposals rejected at any level of review. She also explained that there are three PPS documents covering the review

process, all of which assert that rejected proposals are forwarded to the Provost. To examine this procedure, the Chair will create a subcommittee comprised of members from relevant Senate Committees, as well as Senator Melzer, who serves on the University Curriculum Committee. The Senate will also ask the subcommittee to investigate where changes to the General Education Core originate.

**PAAG Agenda Development:** The President will visit the Senate on September 14. Senators suggested that the following issues be offered as possible PAAG items:

1. An update on Texas State joining the Western Athletic Conference, given the recent changes to Conference membership.
2. The President's view on leadership and leadership development, as well as compensation for faculty holding administrative positions.
3. A discussion of plans for confronting increasing pressures on classroom space, such as alternative scheduling and fuller day use of the RRHEC.

## **BREAK**

**Faculty Handbook Revisions:** Pat Pattison, Chair of the *Handbook* Committee, visited to gain insights from the Senate on goals for revising the *Faculty Handbook* – the first revision since 2007. Among the concerns offered by Senators were the need for insuring that the *Handbook*, which is only published in an electronic version, be an effective interactive tool for faculty to understand the University, as well as the roles and rights of the faculty. The Chair also wants to insure that a process is developed whereby the *Handbook* can be revised annually. Of primary importance is that the *Handbook* accurately reflect current PPS documents that impact faculty. In closing, the Senate asked that the *Handbook* Committee provide an update on revisions at the end of the Fall semester.

## **New Business:**

1. A faculty member has shared a concern about nepotism. The Chair noted that there are University procedures in place for filing such grievances, and that there is also an ethics hotline that can assist with complaints.
2. Contrary to established practice, purchase requisitions from the School of Art and Design submitted during the summer in preparation for the Fall semester were deleted from the system by the Purchasing Office, with the explanation that no items for Fall semester could be purchased before August 29, using new FY12 funds. The result has been that classes are still waiting for supplies to arrive. A Senator asked if other departments experienced similar problems and what might be done to address the situation.

**Minutes of 8/31/11 were approved.**

**Adjournment.**