

UNT Dallas Faculty Senate Minutes for May 7, 2021 Virtual Meeting:

- I. Call to Order: 9:31 am
 - o Attendance: Drs. Steven Arxer, Aaron Bartula, Richard Chandler, Walt Borges, Gary Holmes, Sara Holmes, Yu-fen Lin, Mychelle Smith, Kelly Varga, Muhammed Yousufuddin, and Mujtaba Zia
- II. Approval of Minutes
 - o Typo on Page 5 to be revised regarding “publication”
 - o **Motion to Approve: S.Holmes, Borges, 9-0-0; Carried**
- III. Daniel Friesen Memorial Scholarship
 - o Recipient has been chosen
- IV. Reopening Plan is Changing
 - o Maintaining 6 feet separation
 - o Announced at Townhall Meeting
 - o Process is continually changing and will likely continue to modify in the summer
- V. UBAC Update
 - o UBAC representative needed from Faculty Senate
 - o New “shark tank” approach is being used for proposals.
 - o Whoever is chosen needs to be instructed that UBAC does not have control on how money is spent within the Academic Units & does not control faculty lines.
 - o Request to ask for UBAC timetable to be shifted so that faculty representatives can serve during the (Fall or Spring) academic calendar to take pressures off faculty
 - o UBAC will meet in summer and so will require summer obligation.
 - o **Motion to approve Dr. Bartula as FS UBAC Representative for 1 year appointment provided meetings begin in May. Dr. Baggerly will serve if meeting begins in June. : Borges, S.Holmes; Withdrawn**
 - Discussion on if we should have an alternative appointment should the meetings not begin until June.
 - o **Motion to approve Dr. Yousufuddin as FS UBAC Representative: Borges, Chandler, 9-0-1; Carried**
- VI. Faculty Senate Annual Administrator Advisory Review Committee Update (Borges)
 - o Requested name change is to help ease fears of misuse of an “evaluation” and to make administrators more receptive to feedback
 - o Requesting that program coordinators not be included at this time to remove possible lack of anonymity in small departments leading to retaliation.
 - Survey will focus on President, Provost, Dean and will have both quantitative and open-ended questions for comments
 - o Review will serve the same role as CourseEval scores and should be posted somewhere for the public to see.
 - o **Motion to change name to Annual Administrator Advisory Review Committee: Borges, Zia, 4-3-4; Carried**
 - Discussion of alternative names to change to. Two proposals but neither were agreed upon on senate.
 - o **Motion to not include Program Coordinators at this time: Borges, Yousufuddin, 11-0-0; Carried**
- VII. Transition of Power to incoming President (Dr. Jennifer Baggerly)
 - o Thank you Dr. Bartula!!!!
- VIII. Nomination of Dr. Gwen Johnson
 - o Replacing Dr. Borges as he transitions from Tenure Senator to Vice-President/President Elect
 - o **Motion to accept nomination of Dr. Johnson: Chandler, Smith, 9-0-1; Carried**

- IX. Course Release for Faculty Senate President
 - There are multiple meetings each week that the President of FS needs to attend.
 - It has been recommended to the Provost that the President receive at least one course release per year.
 - **Motion to recommend that the Provost's Office budget provide for one course release per semester in addition to any other course releases they have: Yousufuddin, S.Holmes, 9-0-1; Carried**
 - It is highly encouraged that the money for the course release come from the Provost budget.
- X. Service for Senators
 - There has been inequity between schools on how service as a FS counts towards service. It has been recommended that serving as a senator should give automatic excellence in service.
 - If approved, the Provost will mandate this to the Deans for upcoming evaluations and this past year evaluation.
 - **Motion that Senators automatically receive excellence in service for part year and upcoming evaluations: S.Holmes, Yousufuddin, 10-0-0; Carried**
- XI. Committee Updates
 - Academic Affairs (G.Holmes)
 - Still working on faculty handbook.
 - Recommendations were sent to Dawn Remmers.
 - Faculty Work Life (S. Holmes)
 - Charged with working on tenure stop-clock policy.
 - A policy exists for taking a leave of absence, but the language is vague.
 - Committee worked from Denton policy document to build new, more clear policy.
 - Policy is more tailored for tenure track as there is no mandated timetable for lecturers' promotion like there is for tenure.
 - An additional policy might be needed for (lecturer) "contract freeze" for those with a multi-year contract needing a leave.
 - **Motion to accept Stop-Clock policy for Tenure-Track: Chandler, S.Holmes, 10-0-0; Carried**
 - IT (Bartula)
 - Working on Digital Intellectual Property Policy.
 - Was received morning of FS meeting and has been placed in Teams for review.
 - Request for faculty or administrative staff in department to have ability to edit department webpages.
 - Library (Bartula)
 - Waiting for results of faculty survey.
 - Adding access to additional resources.
- XII. "Committee on Committees"
 - Proposed charge would be placing faculty members on committees in equitable manner
 - Allows for more equal disbursement of service
 - The same people are volunteering for service repeatedly, making service appointments inequitable.
 - Some faculty are not able to achieve meets expectations or excellence in service. It is unclear if this comes from lack of volunteering, lack of awareness, lack of access, etc.
 - There is concern over faculty-members overserving.
 - All service opportunities across the university would come through this committee.
 - Is the creation of this committee going to be effective?
 - A direct request for faculty to serve might be logistically difficult.
 - A broad request for faculty to serve is what is currently happening through our senators so would the new committee add anything or just add another step?

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- Would additional mentoring for new faculty better serve the need of getting faculty involved since senior faculty should know the importance of service.
- Could the committee be used to monitor for overserving?
- Faculty Senators agreed that before establishing this committee on committees, they would first try tracking which of their constituents are serving on which committees. This would allow Senators to invite a faculty member with limited amounts of service to consider serving on a particular committee. Dr. Baggerly will seek a mechanism to provide this information.
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- XIII. Faculty Senate Website (Yousuffudin)
 - Data Archive
 - Need to preserve information from site but the website does not archive. Need a new location to keep so that next year's material on website are easy to access.
 - Need to keep Charter and Bylaws, Agenda, Minutes online. Order of Business also needs to be maintained year to year on website.
 - Recommendation to use a share drive.
 - Dr. Yousuffudin will contact Bertha in IT to help.
 - Faculty Anonymous Comments Place on Website
 - Feedback from faculty is that they were not comfortable making some comments with their name attached.
 - There is currently no way to do this with our current format.
 - Standards or guidelines are needed for what faculty members and Faculty Senate posts to protect from unwarranted allegations due to concerns over libel and open access requests.
 - Faculty Senate agreed to use some sort of survey program for faculty to submit concerns that the executive committee can access and review.
 - **Motion for Webmaster to investigate means of allowing faculty to anonymously communicate with Executive Committee: Chandler, S.Holmes, 9-1-0; Carried**
 - New webmaster
 - Dr. Yousuffudin is stepping down.
 - There will be more work in upcoming years due to elections and other business.
 - Now that the website is setup, time commitment in week leading up to meeting is about an hour.
 - Additional time is spent adding new content and handling glitches.
 - In a normal month, the time commitment is a little over an hour a month (not including elections).
 - **Motion to appoint Sara Holmes as Webmaster: S.Holmes, Yousuffudin, 9-0-1; Carried**
 - Department Trained Webmaster
 - Individuals will be responsible for basic text editing of department webpages, adding & removing faculty, modifying degree plan postings, etc.
 - Staff members cannot keep up with the demand in all schools due to size and lack of expertise.
 - Under previous website, the Program Coordinators were responsible for maintaining the website.
 - **Motion to appoint department trained webmasters: Borges, S.Holmes, 9-0-1; Carried**
- XIV. T&P
 - No General Member feedback to senators
- XV. Lecturer Track
 - General Member Feedback

- There was a question about how the policy was different from what is already in place. But follow up on clarifying this question did not get a response.
 - There was a question on the number of years required before being eligible for promotion for different lecturer ranks.
 - Some lecturers and the Provost are concerned that a 10 year contract for a Principal Lecturer was too long.
 - The 10 year mark was chosen based upon committee being told that this was standard. Feedback was requested prior to approving by the committee but none was received.
 - The concern over the length of the contract comes from the evaluation timetables being far apart as well as other concerns.
 - **Motion to charge Faculty Worklife Committee to revise the Principal Lecturer timeline: Siddique, Chandler, 8-0-2; Carried**
 - Compensation
 - **Motion to charge Faculty Worklife Committee to propose a compensation package for lecturer promotion: Borges, Yousufuddin, 10-0-0; Carried**
- XVI. Orders of Business**
- Faculty T&P “support” group (Smith)
 - Could Faculty Senate sponsor and advertise a group of faculty going up for tenure each year?
 - There would be no obligation to Senators other than advertising and providing a means of connection.
 - Teams page could aid with connection.
 - This would be a more socially driven group rather than a training.
 - Concerns as to whether this is an efficient mechanism for FS or if this could be managed by the Provost’s office which already has needed information.
 - It is recommended that FS President ask the Provost’s Office to generate a list of faculty member names who are going up for T&P in the same year and for the Provost’s office to connect these members at least via email or informal gathering.
 - Joint Senate DLIT Task Force (Borges)
 - DLIT requirements for approval of online and hybrid courses is causing great strain to faculty and needs to be addressed.
 - A taskforce comprised of senators, faculty teaching online and DLIT staff is needed to streamline the process.
 - DLIT has already formed a committee to seek feedback from faculty. It is unclear on whether this committee would serve the same role in having due influence over the DLIT requirements.
 - It was recommended to wait to form another taskforce until after the first DLIT committee meeting. Then, it can be determined if that taskforce will serve the needs of the faculty. Dr. Baggerly will discuss informally with the faculty on the DLIT committee prior to the meeting to help gauge this.
 - Faculty Office Space
 - There are several individuals who will not have office space in the upcoming academic year.
 - Several administrative functions have taken over spaces that could be used for additional classroom and office space.
 - Faculty members are concerned over sharing offices with other faculty due to COVID protocols.
 - Request for FS to provide a voice in the process of resource and space allocation.
 - Some Deans and the Provost’s Office are sympathetic to faculty needs.

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- Temporary buildings should be considered to meet the current need; these can be paid for using the COVID budget allocation (\$3M)
 - Provost is going to make announcements regarding COVID protocols.
 - **Motion to include a senator on any space allocation meeting that currently exists and that any decision on space should be made only after consultation with FS regarding the needs of the faculty: Borges, S. Holmes, 8-0-2; Carried**
- XVII.** August Graduation Discussion
- Faculty are “Highly Encouraged” to attend.
 - Commencement committee will be meeting soon to determine details.
 - Possible new regalia for faculty senators moving forward.
- XVIII.** Provost Pre-Academic Year Meetings
- Tuesday for New Hires (17th)
 - Wednesday for all faculty (18th)
- XIX.** Other Business
- If state legislation passes on Constitutional Carry of weapons, then faculty need to be involved this summer in developing policies on open carry on campus.
- XX.** Adjourn: 12:08 pm