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| Meeting:  | Faculty Senate Meeting June 12, 2013, Wooten Hall 322. |
| Present: | Baker, Kim; Bush, Barbara; Cherry, William; Conley, Charles; Conover, James; Cox, Barbara; Guzman, Francisco; Harrell, Hartsock, Ralph; Pam; Ishiyama, John; Miksa, Shawne; Nasrazadani, Seifollah, Paswan, Audhesh; Roehrs, Dorian; Shahrokhi, Farhad; Spoon, Jae Jae; Vaidya, Manish; Vosvick, Mark  |
| Absent: | Allen, Jeff ; Batman, Cindy; Jennifer Callahan; Cushman, Shelley; Du, Yunfei; Enterline, Andrew; Eschbach, Jesse; Figueroa, Robert; Finseth, Ian; Goodwin, Jeff; Shah, Jyoti; Kalin, Nadine; Kappelman, Leon; Kern, Carolyn; Lane, La Point, Tom; Ledgerwood, Donna; Jennifer; Lu, Fang-Ling; Molina, David; Peak, Dan; Quinn, Jim; Reese, Patricia; Richardson, Brian; Srivilliputhur, Srinivasan; Subramaniam, Karthigeyan; Taylor, Kelly; Terry, Carmen; Verbeck, Guido; Windsor, John; Yeatts, Dale |
| Guests: | Warren Burggren, Provost and Vice President forAcademic Affairs; Christy Crutsinger, Vice Provost for Faculty Success; Jessica DeLeon, URCM; Rebecca Dickstein, Biological Sciences; Jenna Duncan, Denton Record Chronicle; Jannon Fuchs, Biological Sciences; Lynn McCreary, Registrar; Katy McDaniel, Catalog & Curriculum Support/ Registrar’s Office; Patrick Pluscht, CLEAR; Victor Prybutok, TS & ITDS; Marina Saitgalina, GSC; Mark Wardell, Toulouse Graduate School Dean; Karen Weiller, AI Office; Kathleen Whitson, AI Office; Celia Williamson, Vice Provost for Educational Innovation; Leslie Wimmer, URCM |
| I. | Welcome and Introduction: | The meeting was brought to order at 2:03 PM.  |
| II. | Election Results | There were 241 ballots cast during the faculty senate elections. In the future we will use Qualtrix system to cast votes instead of the email system which is presently employed. Elections are on-going and the deadline for voting is Friday. |
| III. | Approval of Minutes (5/8/13) | *Senator Miksa made a motion to accept the minutes and Senator Vaidya seconded the motion. The May 8, 2013 minutes were approved. There was one abstention.*  |
| IV. | Faculty Senate Discussion | * **Accountability of Administrators as reflected in their annual merit increases**

One faculty member suggested that there was a difference in how faculty and administrators are evaluated. For example, administrators provide “an essay” to their administrator while faculty are expected to publish in high quality venues.* **Philosophy of shared governance at the college/department level**

At the level of the faculty senate, we support following UNTs policy for shared governance. However, at the department and college level, the policies are not necessarily followed or are not interpreted by administrators in the same way they would be interpreted by faculty. * **Concerns about scholarships**

Concerns were voiced about the Toulouse Graduate School and how the monies that were earmarked for awards seem to have disappeared. For example, the music school funded scholarships out of their own budget for which shortfalls were not identified. |
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| V. | Provost/VPAA | Provost Burggren indicated that UNT policies should be followed and that considerable time over the past year has been spent in aligning policies at UNT. He also shared that rubrics have been developed to evaluate administrators in the areas of management, leadership, fund raising, resource acquisition, and diversity. Three Deans are undergoing a five-year review: College of Education, Engineering, and Business.According to Provost Burggren, the merit raises for administrators were broken down into merit and also extra-ordinary salary adjustments which were made based on under-market salaries. As this information was put together, it appeared as a merit increase for administrators. In terms of administrator accountability over their budgets, the Provost indicated about that the Deans had been prudent in their use of funds. He indicated that the reason for the deficit in Academic Affairs was over-allocation of funds from the Provosts’ Office coupled with a rosy revenue forecast which was in fact a downturn of revenue. Approximately 95% of the Provost budget is tied up in personnel, and is presently operating in the black. There will be some hiring of lecturers and tenure-track faculty. At this point in time, UNTs SCH generation is up 3.45%. The hiring freeze is likely to end in August 2013.A consulting group hired by UNT suggested a reduction in the number of administrators. Based on this recommendation, there is an on-going effort to reorganize and allow resignations of administrators. This year, $225,000 was placed in the permanent budget for the library. There is a need to place more state dollars into funding the library, and it should be a high priority.UNT was given a multimillion dollar increase in funding and some compensation for waiver programs that are currently in place. Some increases in health benefits have been funded with new revenues. There is no scenario in which there will not be a merit increase for next year. What has not been determined is when it will be awarded. It may be past the 12th class day (census day) until this amount is determined. Waiting may provide the opportunity for a larger award. Presently, the topic of revenue bonds is not under discussion by the legislature. This particular topic has the potential to negatively impact the new building plan.  |
| VI. | Donna AsherUNT Payroll Errors | According to Ms Asher, The root cause of the payroll income tax error was due to failure of an employee to follow procedural steps involved in calculation of Federal income tax. There are new controls which have been put into place including a detailed checklist, increased administrator oversight, and a review of patterns which are not expected. The error happened on the February 1 and March 1 checks. There was a short turnaround time for repayment due to the short timeline in which many faculty leave over the summer. This is the reason for the notification that this repayment would be corrected over two pay periods (May and June).The per diem changes which required faculty to submit receipts for food instead of taking a per diem allowance are being reconsidered. |
| VII. | Rebecca Dickstein andJannon FuchsCommittee on the Status of Women Report | The Committee on the Status of Women asked for data to evaluate their charges. An opportunity task force has been set up to explore related issues. Preliminary data suggest mean salaries in the two largest departments of Arts and Sciences appear to have salary disparities. *Senator Vaidya made a motion to accept the report from the Committee on the Status of Women, and the motion was seconded by Senator Cox. The motion passed.* |
| VIII. | Karen Weiller and Kathleen WhitsonAcademic Integrity Policy | “Should a special academic integrity policy be developed for graduate students?” Senators asked how this policy would affect post baccalaureate students and also those students concurrently enrolled in undergraduate and graduate tracks. One senator suggested there was no need to make a distinction between undergraduate and graduate issues related to academic integrity.Senators also asked if this policy should be applied to categories of students or to activities such as the thesis or the dissertation. One senator inquired about the language and asked if the language is clear enough that other actions which might be taken by faculty are clearly articulated.   |
| IX. | Victor Prybutok and Lynne McCrearyClass Scheduling | Recent class scheduling changes related to room utilization were discussed. This change was initiated in part due to reclassification of room caps by the fire marshal who based the room cap size on the number of entry and exits for a particular room. This reclassification created a 1200 seat shortfall.Additionally, the state has mandated that class size stay above 75% and UNT has targeted 80% class sizes as we seek state approval for new buildings. Special attention is being given to prime time scheduling between 9 am and 2 pm. There is a need to adhere to prescribed schedules like MWR and TR. Discovery Park classes occur on the half hour.In response to the discussion, senators indicated the need for students to complete their degree in a timely manner regardless of class size. It was suggested that students need access to take the courses they need on a regular basis and in the proper sequence.  |
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| X. | Jim Conover,Elections Update [vote] | Conover Senator Cherry nominated Maliyakal Jayakumar from Group 5 to replace Manjula Salimath on the University Curriculum Committee. The nomination was seconded by Senator Shahrokhi.Graduate Council nominations – Senator Paswan as nominated by Senator Guzman and the nomination was seconded by Senator Hartsock.Jose Perez was nominated by Senator Shahrokhi. The nomination was seconded by Senator Cox.The nominations were passed unanimously. |
| XI. | William Cherry,UCC [vote] | *A motion was made by Senator Conover to accept the changes as written in the UCC report. Senator Bush seconded the motion. The report was accepted.* |
| XII. | Jim ConoverHighlight of a Faculty Senator | A presentation for Jim Conover was provided and is available on the faculty senate website. |
| XIII. | Committee of the Whole  | There is a concern about the changes to traffic flow on campus when events are held at the coliseum. Although there is an email provided to faculty when events are held, this has not resulted in a consistent traffic flow pattern. It has also been reported that the police officers who help direct traffic are not helpful or are impolite to drivers.  |
| XIV. | Adjournment | The meeting was adjourned at 4:05 PM. |