****

**FACULTY SENATE MEETING**

**University Union 332**

Minutes – November 08, 2023, 2:00 p.m.

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Baker, Rose** | LTECCOI | P | **Lemberger-Truelove, Matthew** | CHECOE | P | **Quevedo-Torrero, Jesus Ubaldo** | CSECENG | P |  |  |  |
| **Bednarz, Jim** | BIOLCOS | P | **Long, Chris** | TEACOE | P | **Sankofa, Nicole** | EPSYCOE | P |  |  |  |
| **Britain, Jeff** | HTMCMHT | P | **Lund, Brady** | ISCOI | P | **Schoolfield, Anne** | ENGLCLASS | P |  |  |  |
| **Campbell, Doug** | LIBR | P | **Manzo, Maurizio** | MEENCENG  | P | **Scott Bracey, Pamela** | CACS | P |  |  |  |
| **Catalano, Denise** | RHSCHPS | P | **May, Andrew** | MUCSCOM | P | **Shiner, David** | PHYSCOS | P | **Temporary Senators (voting)** |
| **Chamberlin, Adam** | THEACLASS | P | **McKay, Melissa** | (ACS)CACS | A | **Siller Carrillo, Hector** | MEENCENG | P | Hlavacik, Mark | COMMCLASS | A |
| **Chiang, Jason** | EPSYCOE | P | **Moreland, Kimberly** | ENGLCLASS | P | **Tixier, Scott** | MUJSCOM | P | Sexton, Mike | MGMTRCOB | P |
| **Christian, Jack** | ENGLCLASS | P | **Mukherjee, Sundeep** | MSECENG | P | **Trudeau, Justin** | COMMCLASS | P | Welch, Lisa | BIOLCOS | P |
| **Condrey, Coby** | LIBR | P | **Najour, Caroline** | WLLCCLASS | P | **Williams, Lawrence** | WLLCCLASS | P | Saber, Mark | DCJCHPS | P |
| **Evans, Sarah** | ISCOI | P | **Narayanan Arunachalam** | ITDSRCOB | P | **Wilson, Carol** | MUVSCOM | P | Sadat, Hamid | MEENCENG | A |
| **Ginther, Jeannette** | TE&ACOE | P | **Nasco, Dennis** | MGMTRCOB | P |  |  |  | Thurman, Emily | SPANCLASS | P |
| **Hutchison, Paul** | ACCTRCOB | P | **Nodeland, Brooke** | DCJCHPS | P |  |  |  |  |  |  |
| **Iaia, Joseph** | MATHCOS | P | **Ojha, Divesh** | MLOMRCOB | P |  |  |  |  |  |  |
| **Joyner, William** | MUVSCOM | P | **Peters, John** | ENGLCLASS | P |  |  |  | **STUDENT SENATORS (non-voting)** |
|  |  |  | **Petros, Amy** | CHEMCOS | P |  |  |  | Dorcas Bisisi | SGA | A |
|  |  |  |  |  |  |  |  |  | Sri Lakshmi Thanuja Beeram | GSC | A |
|  |  |  |  |  |  |  |  |  |  |  |  |

Guests:

John Bellon, Staff Senate; Angie Cartwright, Assistant Vice Provost (AVP) for Faculty Success and Faculty Policy Oversight Committee (FPOC) co-chair; William Cherry, FPOC co-chair; Megan Cunningham, former chair, Staff Senate; Amanda Fuller; University Brand Strategy and Communications; Courney Glazer, University Undergraduate Curriculum Committee; Asa Johnson, University Integrity & Compliance; Randalynn Johnson, Office of Disability Access (ODA); Donnie Kirk, University Accreditation; Jennifer Lane, Graduate Council; Mike McPherson, Provost; Quortina Phipps, chair of Staff Senate; Clay Simmons, University Integrity & Compliance; Jessica Stone, ODA.

|  |  |  |
| --- | --- | --- |
| I. | Welcome and Introductions | 2:00 pm. FS Chair Adam Chamberlin called the meeting to order. |
| II. | Approval of Minutes (October 11, 2023) **[vote]** | 2:01 pm. Senator Paul Hutchison made a motion to approve the minutes of the previous FS meeting. Senator William Joyner seconded. There was no discussion. The motion passed. |
| III. | University Update (President Neal Smatresk / Provost Mike McPherson) | 2:02 pm. President Neal Smatresk provided the following updates:* Status and use of Texas University Fund (TUF). The amendment approving TUF passed; the funding will arrive in January. Our portion will be about $16 million. We are grateful to the Legislature, governor and lieutenant governor for supporting this initiative. If UNT continues to grow its research investment, it will eventually be eligible for a double share of the TUF funds. The measure also provided UNT with some relief from our "bond limit" that stymied progress on construction of new facilities. UNT will use the TUF funds mainly for equity and merit raises. The spending plan must be approved by the UNT System Board of Regents.
* Out-of-state tuition reinstatement. UNT's reinstatement of out-of-state tuition rates should bring about $7 million annually, but inflation and other costs are eating into it.

The president called for questions about UNT's financial status or other matters.Q: What is UNT's #1 priority for the TUF funding?A: Salaries and equity first, then buildings, especially housing for students.Q: UNT has increased enrollment, increased formula funding, reinstated Hazlewood funds, reinstated out-of-state tuition, all of which is "extra". What would the financial picture be if we had a "regular" year without these revenue streams?A: It would be hard to do any raises for employees because programs that grew still need more infrastructure to catch up to current needs and inflation is increasing costs for projects that calculated prior to the recent large increase in prices. Hiring and space renovations are taking a significant percentage too.Q: Senate Bill 18 has implications for evaluation of post-tenure faculty; is UNT ready for the new requirements?A: The provost is up to speed on this matter, and most areas for UNT are status quo. We are confident that our current policies comply with Senate Bill 18 or need only minor adjustments.2:24 pm. Provost Mike McPherson provided the following updates:* Faculty development of public-private partnerships. While these kinds of initiatives are good for the university, faculty should not pursue partnerships independently. Please ask the provost who at UNT is the right person to work with faculty on developing partnerships.
* Research roundtable event. The question the provost received was about his willingness to match funds or otherwise pursue an event to bring together faculty across the university so that faculty could get to know each other and explore potential collaborations. UNT used to have events like this, along the lines of "speed dating"; the provost is very interested in making this happen in conjunction with Pam Padilla and her Office of Research and Innovation. The provost would like to expand the scope to include UNT Health Science Center faculty as well. He is enthusiastic about this idea.
* Following up on the inquiry about Senate Bill 18, most of our current policies are compliant with the new requirements. There is one thing that must change: a professional development plan must be implemented if a faculty member receives a score of unsatisfactory on any part of the three areas of the evaluation. The current system requires an unsatisfactory rating in two of the three area.

The provost called for additional questions.Q: In some departments post-tenure review yields one score, which in turn is what triggers a professional development plan. How will that work?A: The department will have to evaluate each area (teaching, research, and service) separately.Q: What is the timeline for creating a professional development plan? When will the University roll out instructions?A: The process itself is not changing, only the conditions that trigger the needs for a professional development plan. After the faculty receives the evaluation, there is a window for pursuing a grievance. Once that has been concluded, a committee if formed with faculty appointed by the chair, the faculty member, and the provost. That committee works with the dean, the department chair, and the faculty to make the plan, which must be very specific about what the faculty is expected to do. Q: Who starts the process? Is it at the discretion of the chair?A: It is the chair's job, not a discretionary decision. Also note that getting an unsatisfactory rating is not an either/or situation [i.e. one can get a low rating with it being unsatisfactory.]Q: Is this effective for the evaluation processing beginning in January?A: Yes.Q: Doesn't the unit administrator or the evaluation committee decide what is unsatisfactory.A: Yes; however, it should not be a subjective decision. |
| IV. | Budget update and Q&A (Clayton Gibson) | 2:31 pm. Vice President of Finance and Administration Clayton Gibson provided an overview of the UNT budget; the slides were distributed in advance, and the two most pertinent ones are incorporated into these minutes at the end of the document.* 70% of formula funding and tuition goes back into the academic enterprise.
* The remaining 30% covers operating costs like utilities, insurance, and non-academic employees.
* This year reflects increases in enrollment: freshmen, and master's students in College of Information and College of Business.
* Note that highest profits come from international and out-of-state tuitions, although UNT does pay an agency fee for these that reduces the total received.
* Today, let's focus on the $47 million personnel investment.
	+ $15 million to cover merit, the $500/employee bonus in August 2022, and raising our minimum wage to $14/hour. Note: the $500 bonus was intended to help those who were at UNT prior to August 2022 because those hired afterwards were expected to be negotiate a starting salary close to market.
	+ $9.2 million to cover high growth programs, Frisco, and new promotion & tenure compensation.
	+ While our revenue are up, much of it is from fees that are earmarked for specific uses and are not available to use for general operations.

Vice President Gibson opened the floor to questions.Q: Is it correct that UNT Denton is funding the lion's share of the UNT System? Do we have any control on what we contribute to the system?A: We do not have the ability to change our contribution, which is 2.4$ of all our revenues. President Smatresk added that the formula can require UNT Denton to pay higher proportions than other system members when Denton is performing well and other system members are not. Some system expenses are must-haves, like PeopleSoft, or Information Technology.Q: How much of our contribution goes to "values"?A: [From President Smatresk:] Probably an insignificant proportion. The values journey did not require a large amount of money, but a huge amount of work. Q: What is the status of the initiative for UNT unified computing services?A: [From President Smatresk:] This initiative was a decision of the system. UNT's chief information officer is negotiating with the system to determine what is IT or not, what is good for unification or not (i.e. what is unique enough to justify keeping it separate, like Music IT vs. enrollment IT).Q: There seems to be a lack of communication from system IT. Example, students tell me the wifi is down; why doesn't system IT send out information about that?A: Some of the networks are run by system, some by UNT Denton. We are working to improve communications. Look for "IT Alerts" from UNT system in your e-mail. |
| V. | Compliance update (Clay Simmons) | 2:49 pm. Clay Simmons, Vice President and Chief Integrity Officer, University Integrity and Compliance, provided an update.* UIC provides tools and advice to units of the university, coordinates activities between units, alerts leadership of risks, and has oversight on legal compliance issues.
* Much of the work is done across many units, ranging from Athletics, to Equal Opportunity.
* The UIC runs the Trust Line, investigations, monitors issues, Clery Act, records retention, policy management, training delivery & monitoring.
* How faculty can help: follow policies and raise concerns if you see potential compliance violations.
* Maintain high standards of ethics and do nothing that gives the appearance of violating ethics rules.
* Spotlight issues: required compliance training, responsible conduct of research training, international travel reimbursements, assistance with accessibility.

Vice President Simmons opened the floor to questions.Q: The burden of training is taking away from primary duties like teaching and research. Does your office take this into consideration?A: The Compliance Office only requires training that state law and federal rules mandate: Title IX, FERPA, and cybersecurity, and we do keep those to the minimum information.Q: Having all these training due in a short timeframe all together is difficult. Can these be staggered over more time? Also much of the training is an exact repeat of the previous year's, so could it be varied a little more?A: If your trainings are compressed, email asktraining@unt.edu to ask them to spread out your due dates. |
| VI. | Office of Disability Access (Jessica Stone / Randi Johnson) |  3:00 pm. Jessica Stone and Randi Johnson from the ODA gave an update (slides were distributed prior to the meeting):* Accommodation provisions support all students in gaining access to education, per city ordinances, the Americans with Disability Act (ADA) and section 504 of the Rehabilitation Act of 1973.
* Accommodations must be appropriate to individual needs and reasonable. They do not eliminate or lower essential requirements of a course and should not place an undue burden on the institution.
* Students may request at any time but should do so as soon as possible when an accommodation is needed. Note: there is no new accommodation made within 7 days before finals.
* Testing accommodations. Currently there are 17 stations but will expand to 31 stations upon moving to Chestnut Hall.
* Proactive course design is much better from the beginning. The Center for Learning Experimentation, Application, and Research (CLEAR) offers accessibility resources as well as the ODA, including a digital accessibility specialist.
* Students have a responsibility to discuss their needs with faculty.
* The ODA is there to ensure students get access. ODA considers faculty to be an essential partner. Feedback is welcome, please reach out for advice or to discuss any accessibility concern.

The presenters opened the floor to questions.Q: What resources do we have for getting closed captions on videos?A: There are many options. Please contact us to discuss. Canvas Studio is one good tool. The new digital accessibility specialist help with transcribing a recorded class. It is best to contact us to discuss your specific need. |
| VII. | Faculty Policy Oversight Committee (William Cherry / Angie Cartwright)  | **Second Read [vote]*** 06.006 Librarian Faculty Reappointment and Promotion 3:15 pm. FPOC co-chair William Cherry presented policy 06.006 for second reading.Discussion ensued regarding the supervisory structure of the library faculty. Senator Joyner moved to amend the policy by reinstating the definition of department head. Senator Tixier seconded. There was additional discussion to clarify the motion. The motion passed.Additional discussion about whether the department head needed to be added back into the negative review procedure.As the meeting was running behind, Senator Bednarz moved to table further action on 06.006 until the next FS meeting. Senator Trudeau seconded. There was no discussion. The motion passed.

**First Read** * 06.004 Faculty Reappointment, Tenure, Promotion, and Reduced Appointments3:35 pm. FPOC co-chair Cherry explained why this policy is back for FS review. Last year there were some concerns about the process for reviewing probationary faculty. The FPOC ultimately chose not to make changes to the policy nor to accept the change FS approved. Please review this policy with your constituents, especially the sections dealing with probationary faculty review, and be prepared at the next meeting to approve or provide suggested changes.
* 06.043 Graduate Fellowship/Research Assistantship Load SpecificationsFPOC co-chair Cherry explained that the UNT Policy Office asked that we remove the requirements for enrollment of specific types of graduate assistants, as this is better handled by putting it into the graduate catalog. The proposal is to delete the policy.
 |
| VIII. | Teaching Effectiveness Committee (Karen Anderson-Lain) | **First Read*** 06.XXX Evaluation of Part-Time Instructors of Record 3:39 pm. Teaching Effectiveness Committee chair Karen Anderson-Lain explained the need for this policy to comply with Southern Association of Colleges and Schools (SACS) accreditation requirements for part-time instructors to receive an evaluation beyond SPOT (student perceptions of teaching) scores. Note that the timeframe for evaluation is once every three year, the maximum allowed by SACS. AVP Cartwright noted that Academic Resources has a pilot evaluation process ready to roll out in the spring so we can troubleshoot any problems before the required implementation in the fall of 2024.
 |
| IX. | Librarian salary study results report (Adam Chamberlin) | 3:42 pm. FS Chair Chamberlin reported. The executive summary of the library faculty salary study has been distributed. One of the salary study committee members noted that the study was performed by administration with little inclusion of faculty in the process and encourages the administration to take faculty input more seriously. FS Chair Chamberlin noted that these concerns have been conveyed to the provost's office. FS Chair Chamberlin opened the floor for questions. There were none. |
| X. | UUCC and GC updates **[vote]** | * UUCC Report/Minutes [November] (Natalie Ellis / Courtney Glazer)3:43 pm. Natalie Ellis presented the 11/1/2023 UUCC minutes for FS approval. As the motion came from committee no second was needed. There was no discussion. The FS approved acceptance of the UUCC minutes.
* Graduate Council Minutes [September] (Jennifer Lane)3:44 pm. Jennifer Lane presented the 9/21/2023 Graduate Council minutes for FS approval. Dr. Lane noted that there were hundreds of changes to review; important to note are changes to language requirements in some departments and the return of federal requirements regarding graduate certificate students who are loan eligible. As the motion came from committee no second was needed. There was no discussion. The FS approved acceptance of the Graduate Council minutes.
 |
| XI. | Committee on Committees (Melissa McKay) **[vote]** | 3:46 pm. Melissa McKay was unable to attend today, so FS Chair Chamberlin presented the nominations for committee vacancies. FS Chair Chamberlin called for additional nominations for vacancies in committees. There were none. Senator Baker moved to handle all nominations as a block. Senator Joyner seconded. There was no discussion. FS passed the motion. FS Chair Chamberlin called the vote to accept the block of nominees. As the nominations came from committee no second was needed. There was no discussion. FS passed the motion to accept the block of nominees.* Standing Committee Vacancies
* Administrative Committee Vacancies
 |
| XII. | Executive Committee Update (Amy Petros) | 3:47 pm. Senator Petros reported.* Amendment to the Procedures Manual: Faculty Salary Study Committee amended charges **[vote]**. Senator Petros presented amendments to the charge of the Faculty Salary Study Committee; the changes came from Executive Committee so no second was needed. There was no discussion. The FS approved the amended charges.
* Graduate student compensation and recruitment surveyExecutive Committee met with stakeholders to learn more about how graduate student compensation is affecting recruitment. This is an ongoing issue.
* Approved letter in support of UNT's application for a National Science Foundation ADVANCE grant Executive Committee agreed to sign a letter in support of a grant application that had broad impact on faculty recruitment and support.
* Standing committee liaisons assignedExecutive Committee members now have liaison assignments to reach out to FS committee chairs.

Senator Petros opened the floor to questions. There were none. FS Chair Chamberlin encouraged faculty to participate in the survey regarding graduate student compensation that is currently available. |
| XIII. | New Business | 3:50 pm. There was no new business for the FS. |
| XIV. | Old Business | 3:50 pm. FS Chair Chamberlin called for old business. None was presented. FS Chair Chamberlin noted that he had met with the chairs of the UNT Dallas FS and the UNT Health Science Center FS, and they are also encountering numerous questions about the IT unification. He is pursuing a meeting of all of these individuals with the UNT System chancellor to discuss the concerns. |
| XV. | Comments for the Good of the Order | 3:51 pm. FS Chair Chamberlin noted the following:* Faculty Senate elections are in progress; encourage constituents to look for the surveys, make nominations and vote!
* Congratulations to **2024 Minnie Stevens Piper Professor nominee** for UNT - **Dr. Marjorie Tieslau, Associate Professor, Department of Economics**
* December 6 Executive Committee meeting will be from 1 – 3 pm instead of 2 – 4 pm due to the university holiday party being scheduled at 3:00 p.m. that day.
 |
| XVI. | Adjournment | 3:55 pm. FS Chair Chamberlin adjourned the November 2023 FS meeting. |



