****

**FACULTY SENATE MEETING**

**University Union 332**

Minutes – December 13, 2023, 2:00 p.m.

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| **Baker, Rose** | LTEC  COI | P | **Lemberger-Truelove, Matthew** | CHE  COE | A | **Quevedo-Torrero, Jesus Ubaldo** | CSE  CENG | P | **Siller Carrillo, Hector** | MEEN  CENG | P |
| **Bednarz, Jim** | BIOL  COS | P | **Long, Chris** | TEA COE | A | **Sankofa, Nicole** | EPSY  COE | P | **Thurman, Emily** | SPAN  CLASS | P |
| **Ben Othmane, Lofti** | CSE  CENG | A | **Lund, Brady** | IS  COI | P | **Schoolfield, Anne** | ENGL  CLASS | A | **Tixier, Scott** | MUIS  COM | A |
| **Briggle, Adam** | PHIL  CLASS | A | **Manzo, Maurizio** | MEEN  CENG | P | **Scott Bracey, Pamela** | CACS | P | **Trudeau, Justin** | COMM  CLASS | P |
| **Britain, Jeff** | HTM  CMHT | A | **Martin, Eugene** | MRTS  CLASS | P | **Sexton, Mike** | MGMT  RCOB | A | **Welch, Lisa** | BIOL  COS | P |
| **Campbell, Doug** | LIBR | P | **May, Andrew** | MUCS  COM | P | **Sheppard, Steven** | SPAN  CLASS | P | **Williams, Lawrence** | WLLC  CLASS | P |
| **Catalano, Denise** | RHS  CHPS | A | **McKay, Melissa** | (ACS)  CACS | P | **Shiner, David** | PHYS  COS | P | **Wilson, Carol** | MUVS  COM | P |
| **Chamberlin, Adam** | THEA  CLASS | P | **Moreland, Kimberly** | ENGL CLASS | P |  |  |  |  |  |  |
| **Chiang, Jason** | EPSY  COE | P | **Mukherjee, Sundeep** | MSE  CENG | P |  |  |  | **Temporary Senators (voting)** | | |
| **Christian, Jack** | ENGL  CLASS | P | **Najour, Caroline** | WLLC  CLASS | A |  |  |  |  |  |  |
| **Condrey, Coby** | LIBR | P | **Narayanan Arunachalam** | ITDS  RCOB | P |  |  |  |  |  |  |
| **Evans, Sarah** | IS  COI | P | **Nasco, Dennis** | MGMT  RCOB | P |  |  |  |  |  |  |
| **Frenzel, Ervin** | CSE  CENG | P | **Nodeland, Brooke** | DCJ  CHPS | P |  |  |  |  |  |  |
| **Ginther, Jeannette** | TE&A  COE | P | **Ojha, Divesh** | MLOM  RCOB | P |  |  |  |  |  |  |
| **Hutchison, Paul** | ACCT  RCOB | P | **Peters, John** | ENGL  CLASS | P |  |  |  | **STUDENT SENATORS (non-voting)** | | |
| **Iaia, Joseph** | MATH  COS | P | **Petros, Amy** | CHEM  COS | P |  |  |  | Dorcas Bisisi | SGA | A |
| **Joyner, William** | MUVS  COM | P | **Philpot, Denise** | ADA  TOUL | P |  |  |  | Sri Lakshmi Thanuja Beeram | GSC | A |
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Guests: John Bellon, Staff Senator; Angie Cartwright, Assistant Vice Provost (AVP) for Faculty Success and administrative co-chair, Faculty Policy Oversight Committee; William Cherry, faculty co-chair, Faculty Policy Oversight Committee; Natalie Ellis, faculty co-chair, University Undergraduate Curriculum Committee; Amanda Fuller, Associate Director of Academic Affairs Communications, University Brand Strategy and Communications; Jessica Hogue, Coordinator, CARE Team Intervention; Holly Hutchins, Vice Provost, Faculty Success; Laura Smith, Dean of Students.

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| I. | Welcome, Introductions and Good-byes | 2:02 pm. FS Chair Chamberlin convened the meeting, welcomed new senators, and bid farewell to Senator Denise Catalano on her retirement from UNT. |
| II. | Approval of Minutes (November 8, 2023) **[vote]** | 2:03 pm. Senator Hutchison made a motion to accept the minutes of the previous FS meeting; Senator Trudeau seconded. There was no discussion or correction noted. The motion passed. |
| ~~III.~~ | University Update (President Neal Smatresk) | President Smatresk and Provost McPherson were unable to attend FS today, so there were no updates. |
| III. | CARE Team (Jessica Hogue / Laura Smith) | 2:04 pm. Laura Smith and Jessica Hogue made a presentation on the CARE Team; this team serves as an advocate for students who need assistance in resolving complex personal and academic problems. The team is interdisciplinary, responding to students, faculty, and staff whose behavior indicates a risk to themselves or others. Report problematic behavior to *report.unt.edu*. If there is immediate risk, call 911 or UNT Police Department at 940-565-3000.  Question: Is there childcare for graduate students? Answer: Not at this time. There is one very limited resource that currently has a 6-month waiting list.  Question: When is the CARE Team open during the winter break? The Team has people monitoring the report line throughout the break, but most staff are out of the office when the university is closed. Housing has some staff on call to respond to students experiencing a crisis.  Question: Are CARE Team resources available at Frisco? Answer: Yes, a staff counselor is there three days each week, and virtual services are available as well.  Question: Can we make referrals of faculty experiencing problems? Answer: Yes, the CARE Team can help faculty and make referrals. |
| IV. | University Undergraduate Curriculum Committee (UUCC) minutes (Natalie Ellis) | 2:33 pm. UUCC co-chair Natalie Ellis presented the minutes of the December 2023 UUCC meeting for approval. As the motion came from committee, no second was needed. There was no discussion or correction noted. The motion passed. |
| V. | University Elections Committee update (Adam Chamberlin) | 2:33 pm. FS Chair Chamberlin announced that all group vacancies have now been filled; the remaining two at-large vacancies will be filled later in the spring. |
| VI. | Committee on Committees update (Melissa McKay) | 2:34 pm. Committee chair Melissa McKay noted that there were no standing committee vacancies to approve. Senator McKay made a motion to approve the remaining nominations as a block and to approve the nominations. As the motion came from committee, no second was needed. There was no discussion. The motion passed. |
| VII. | New Business | 2:35 pm. FS Chair Chamberlin called for new business:   * COACH update: Vice Provost for Faculty Success Holly Hutchins explained the COACHE survey, an environmental assessment of academic job satisfaction used by over 200 universities and measuring 25 benchmarks. UNT participates every three years. The survey will launch on February 5 and take about 25 minutes. This is not the Gallup survey. Faculty should participate; the COACHE survey in the past has driven improvements that directly benefitted faculty. The UNT COACHE website is <https://vpaa.unt.edu/fs/projects-and-surveys/coache>. Question: Is there a negative repercussion for low response rate? Answer: No. Faculty Success wants administrators to engage their employees, and there is training on how to do this. The results go to chairs and deans. However, there is no requirement to meet a participation threshold. The only potentially negative result is that the university will not improve areas that are not reported. |
| VIII. | Old Business | 2:47 pm. FS Chair Chamberlin called for updates on items previously presented in FS.   * FS Vice Chair Amy Petros reported on the graduate student survey regarding improving support for them. There were two surveys, one for faculty and one for students. The rankings of the options were: #1 tied between stipend and tuition benefit, #2 health insurance. However, the respondents indicated that the answer depends on the department; each department should be allowed to distribute the funding in the way that is best for its students, because in some departments the tuition benefit might be a better improvement over the stipend increase. * FS Chair Chamberlin noted that the president and provost were unable to attend today's meeting. Senators are welcome to contact FS Chair Chamberlin to relay questions for these administrators. |
| IX. | Faculty Policy Oversight Committee (William Cherry) | 2:49 pm. FPOC co-chair William Cherry presented the following policies for review:  **First Read**   * 06.039 Student Attendance and Authorized Absences. Faculty have a lot of discretion in this policy; if the absence is not excused under a law, it should be handled between the faculty and the student. Faculty should ensure that they address absences of all types in the course syllabus. This policy is being reviewed out of its usual cycle because the Dean of Students Office requested it; the Dean of Students Office also noted an uptick in referrals due to absence and needs faculty to take the first steps before asking the Dean of Students Office to step in. * 06.010 Development Leave The provost wants a clear signal from faculty that a teaching development leave is desired. Senators should gather this feedback from their constituencies and be prepared to discuss at the next senate meeting. Some questions arose: could a faculty on development leave get 75% pay for a whole year, would the administration clarify the meaning of "major fellowship", and what percentage of faculty development leave applications are approved?   **Second Read [vote]**   * 06.043 Graduate Fellowship/Research Assistantship Load Specifications This policy is proposed for deletion. The major concern related to deleting it is whether there is faculty oversight or involvement in the policy. The motion from FPOC is to delete the policy once the provisions of the policy are added to the graduate catalog. As the motion came from committee, no second was needed. There was no discussion. The motion passed. * 06.XXX Evaluation of PT Faculty This policy is not technically from FPOC but coming from Committee on Teaching Effectiveness. The policy is needed to address a gap in our evaluation policies to comply with requirements of the Southern Association of Colleges and Schools. The motion from the Teaching Effectiveness Committee is to add this new policy. As the motion came from committee, no second was needed. There was no discussion. The motion passed. * [tabled] 06.006 Librarian Faculty Reappointment and Promotion Senator Joyner made a motion to un-table policy 06.006, Senator Hutchison seconded. There was no discussion. The motion passed. FPOC co-chair Cherry explained the modifications FPOC made to this policy and reviewed the amendment to the policy in the last senate session. Senator Condrey made a motion to amend the policy in the definitions section to define a department head as a manager of an activity who reports to a unit administrator and to define a supervisor as a manager who reports to a department head, and further in Section IV at D.1.e. change the language to add after department head the words "and, if applicable, the supervisor." Senator Petros seconded. There was no discussion. The motion passed. Then the senate returned to approval of the amended policy as moved by FPOC in a previous FS meeting. As the motion came from committee, no second was needed. There was no further discussion. The motion passed. * 06.004 Faculty Reappointment, Tenure, Promotion, and Reduced Appointment As this policy was not coming directly from committee, a motion was needed to discuss it. Senator Baker made a motion to consider the policy; Senator Hutchison seconded. There was no discussion. The motion passed. Senator Cherry explained the context for this policy, which was returned to FPOC to address concerns expressed by a senator in a previous discussion of the policy. FPOC's view is that the policy is not perfect and needs careful scrutiny in the future, but there is nothing in it that currently requires urgent action; FPOC's recommendation is to leave the policy unchanged for the time being and to wait for the policy's next regular review. Senator Baker made a motion to make non-substantive changes to the timelines in the policy. Senator Hutchison seconded. Discussion: the deadline is unclear when a person responding to a negative review, and there are places where the timeline does not provide adequate time to each party to respond. AVP Cartwright noted that the timeline can depend on the committee, the chair, and the timing of the notification. AVP notes that the administrator of the portal for reviews is very flexible in cases of negative review to allow the faculty to respond in writing. AVP Cartwright recommends that there be a re-examination of the entire timeline rather than focusing on one segment. Senators expressed concern that three days is too short a period to respond to a negative review, whether a meeting is always required to discuss the negative review, and a previous suggestion that there be a separate flowchart document that specifies the deadlines. AVP Cartwright agreed to work with Academic Resources to produce a separate flowchart so that candidates, unit administrators, and reviewed faculty know exact deadlines for each annual review; she will provide an update at a future senate session. Discussion returned to the motion on the table. Due to the complications of ensuring the amendment does what was intended, Senator Baker withdrew her motion. Business returned to the motion from FPOC to leave the policy unchanged. Senator Hutchison made a motion to table further action on this policy; Senator Martin seconded. Discussion of the motion to table ensued. FS Chair Chamberlin called the vote. The motion to table failed. Business returned to consideration of the policy. FS Chair Chamberlin moved to affirm FPOC's decision to leave the policy unchanged. The motion passed. |
| X. | Comments for the Good of the Order | * Next Faculty Senate meeting – **February 14** * Next Executive Committee meeting – **January 31** * The Teaching Fellows and Teaching Assistants Committee will start accepting nominations after the holiday break. See e-mail to all faculty last Friday and <https://facultysenate.unt.edu/faculty-senate-awards>. |
| XII. | Adjournment | 3:43 pm. FS Chair Chamberlin adjourned the meeting. |