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**FACULTY SENATE MEETING**

**University Union 332**

Minutes – March 8, 2023

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| **Anderson-Lain, Karen** | COMM  CLASS | P | **Ginther, Jeannette** | TE&A  COE | P | **Nodeland, Brooke** | DCJ  CHPS | A | **Williams, Lawrence** | WLLC  CLASS | P |
| **Aviles-Diz, Jorge** | SPAN  CLASS | P | **Hargis, Carol** | LIBR | A | **Ojha, Divesh** | MLOM  RCOB | A | **Yeatts, Dale** | SOC  CLASS | P |
| **Baker, Rose** | LTEC  COI | P | **Hensel, Paul** | PSCI  CLAS | P | **Olness, Gloria** | ASPL  CHPS | P |  |  |  |
| **Bednarz, Jim** | BIOL  COS | P | **Joyner, William** | MUVS  COM | P | **Peak, Dan** | ITDS  RCOB | A |  |  |  |
| **Britain, Jeff** | ACCT  CMHT | P | **Ketron, Seth** | TOUL | P | **Perez, Jose** | PHYS COS | P |  |  |  |
| **Campbell, Doug** | LIBR | P | **Lane, Jennifer** | MUVS  COM | P | **Peters, John** | ENGL  CLASS | P |  |  |  |
| **Catalano, Denise** | RHS  CHPS | P | **Long, Chris** | TEA COE | P | **Petros, Amy** | CHEM  COS | P |  |  |  |
| **Chamberlin, Adam** | THEA  CLASS | P | **Manzo, Maurizio** | MEEN  CENG | P | **Philbrick, Jodi** | IS COI | P |  |  |  |
| **Cherry, William** | MATH COS | P | **May, Andrew** | MUCS  COM | P | **Sankofa, Nicole** | EPSY  COE | P |  |  |  |
| **Chesky, Kris** | MUIS  MUSIC | A | **McKay, Melissa** | NCF | A | **Schoolfield, Anne** | ENGL  CLASS | P |  |  |  |
| **Chiang, Jason** | EPSY  COE | P | **Moreland, Kimberly** | ENGL CLASS | P | **Siller Carrillo, Hector** | MEEN  CENG | P | **TEMPORARY SENATORS (Voting)** | | |
| **Christian, Jack** | ENGL  CLASS | P | **Mukherjee, Sundeep** | MSE  CENG | P | **Tixier, Scott** | MUIS  COM | P |  |  |  |
| **Condrey, Coby** | LIBR | P | **Najour, Caroline** | WLLC  CLASS | P | **Trudeau, Justin** | COMM  CLASS | P |  |  |  |
| **Cook, Daniel** | MUCE  COM | P | **Narayanan Arunachalam** | ITDS  RCOB | P | **Watson, Wendy** | PSCI  CLASS | A |  |  |  |
| **Evans, Sarah** | IS  COI | P | **Nasco, Dennis** | MGMT  RCOB | P | **Tomlin, J.** | HIST  CLASS | P |  |  |  |
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|  |  |  |  |  |  |  |  |  | **STUDENT SENATORS (non-voting)** | | |
|  |  |  |  |  |  |  |  |  | Jermaine Turner | SGA | P |
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|  |  |  |  |  |  |  |  |  | **SUBSTITUTES (non-voting)** | | |
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Guests: Neal Smatresk (President), Mike McPherson (Provost), Angie Cartwright (OFS), Kari Gerner (University Integrity & Compliance), Bethany Evans (Counseling & Testing), Brenda Kihl (Enrollment), Courtney Glazer (Accreditation), Ismael Belkoura (NT Daily), Ayden Runnels (NT Daily), Karley Hinley (Class News Project), Amanda Fuller (UBSC), Ann Marie Afflerbach (UUCC), Rudi Thompson (DSI)

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| I. | Welcome and Introductions | Meeting called to order at 2:00 pm |
| II. | Approval of Minutes  (date February 8, 2023) **[vote]** | Senator Ketron moved to approve the minutes from the February 8, 2023 meeting, and Senator Trudeau seconded. The motion to approve the February 8, 2023 meeting minutes passed unanimously. |
| III. | University Update (President Neal Smatresk / Provost Mike McPherson) | **President Smatresk**   * Student Emergency Resources   + Year after year, we have worked really hard to get students who have big unpaid balances numbers down   + Got the number of students who owed big unpaid balances down to 200-250; gave 55 students with small balances who were going to stop out gifts of $500 or more and they stayed in school; students will stop out for less than $500   + Campaign going on and will accelerate   + Found out that it was easy to give, but hard for students to find the page to request funding; USBC has been working on this   + Foundation support of $170,000; have money for smaller completion grants   + No multi-million endowments for perpetuity * Lawsuit Update   + 5th circuit is currently writing an opinion; hoping it will come out in May   + Feeling that maybe 2 out of 3 judges were sympathetic   + Either way, there will be implications, and we expect it to be appealed to the Supreme Court   + Will not have access to $7 million more dollars next year in our budget * Legislative Update   + Good news is that we just received the initial results of the Texas Higher Education Coordinating Board’s recommendation for formula funding; may change as it goes through the legislature; never has been funded at 100%, usually 86% or 87%; no school in the state received a bigger increase in their recommended formula allocation as UNT   + Clearly no school has grown as much as us in the last three year - no school had greater increase in scholarly credit hour production; rest of schools were in the red and had reductions in credit hour production   + Working on 3 other initiatives; 2 that are quite substantial     - Increased research funding (performance-based) – can be used to offset current research costs and to increase research     - Asked for flagship equity funding – $25 million a year     - Another bill that has a rider with extra funding with a supposition that we do not significantly raise tuition and fees   + Making our case and we’ve never have had legislative support as much as we have had this session     - We are the 4th biggest school in the state (likely that we will overtake Houston as the 3rd biggest school in the state in the next 2-4 years); grown more than any school; highest ranked Carnegie Tier 1 institution in North Texas; our GR funding is 37 out of 38 public universities   + Question     - Senator Olness: Where does UNT status as an arts & humanities magnet fall into that research funding?       * Response: We have traditionally strong; often called the liberal arts college of Texas; vogue is around STEM research, but our Tier 1 rankings have risen because of social sciences, arts, & humanities; not a common topic at legislature, but they are interested when they hear the number of Grammys and having a top design program in Southwest; NRUF status is all around bringing in big federal grants – NIH, NSF, etc.   + Also partnering with others on building autonomous supply chains   + 3 major areas that the government has raised - bills to modify promotion and tenure, critical race theory, and diversity, equity, and inclusion (DEI) * DEI Job Posting Changes   + Statement from Chancellor about DEI; UNT was the last major university system to release a statement   + Chancellor uses the values journey as part of the approach; defends what we do   + Will review how we hire; pause on required DEI statements in job postings   + We will not launch any new DEI policies, trainings, or programs   + Chancellor was in Austin last Monday; had productive conversations with Lt. Governor’s staff   + Chancellor’s values journey - who we are cares & who we are cares about engagement & inclusion   + In some of job descriptions, we may have included DEI statements; DEI statements will not be reviewed in current searches to maintain equitable hiring practices; Provost has been talking to the deans about this, and over the next coming weeks, we will work this out     - Provost: What he has communicated with deans is that it is perfectly reasonable to talk to job candidates about how they would meet our diverse student body where they are; how would you create an inclusive classroom environment for our students? If there was language in the job posting requesting a DEI statement, this language was pulled out; we cannot have any sort of rubric by which we judge DEI statements or anything along those lines which we have learned from the incident at Texas Tech   + Important that our faculty members can reach our students where they are   + Encourage everyone to look at the values statements that we have made; embedded with them are the principles we’ve discussed   + University that wants to be built around values; build & promote them; believes this approach will be well received in Austin   + Questions     - Student Senator Turner: As SGA President and student representative on multiple hiring committees, how are we making sure the committees are well aware of this?       * Provost Response: Search committees go through training; on this particular manner, communicated with deans; search committees should be hearing this through their deans and chairs     - Senator Olness: Are the implications of this primarily on the hiring process? Does this also have implications for DEI development initiatives at the college and department level?       * President Response: Focus to date has been primarily on hiring practices, but it’s unclear what else may be included in that; there are an array of bills; given that every university in the state has generated a statement, the optimist wonders if that is enough?; our studied response is we understand that there will be a discussion and would like to have a seat at the table when there is       * Provost Response: President mentioned today the word “new” – I take that to mean is that what departments, Office of Faculty Success, and units have planned and in the pipeline is not new; what we are currently doing is not new     - Senator Evans: One of constituents was wondering – Governor Abbott’s memo is not equivalent to the law; he was concerned about legal jeopardy we may be exposed to by making a change based on a memo.       * President Response: When a Lt. Governor and Governor begin rattling their sabers and ask for responses, you respond; you can wait for the bill to drop or we can attempt to have a thoughtful conversation and be part of a modulated discussion     - Joshua Hamilton from the Multicultural Center: What happened at Texas Tech?       * President Response: Read the Wall Street Journal article about Texas Tech; you can see why when the Governor read it, it was a trigger for him   **Provost McPherson**   * Student Engagement   + Provide faculty with help with increased student disengagement * Office of Faculty Success has a very interesting panel for all faculty on student engagement featuring faculty - Veronica Baldwin (College of Education), Sandra Mendiola Garcia (History), Lee Hughes (Biology), Rick Reidy (Engineering), and Randy Loftis (Journalism) on April 3, 2023 from 2:00 pm to 3:30 pm in Union 333A   + Ask a favor of this body – once we have the panel, would like your ideas of what we would should do next; is this sufficient? What would help faculty next? |
| IV. | Update on Bertina Combes Endowment Fund for naming the Faculty Lounge (Adam Chamberlin) | * Paperwork has been signed and approved with a statement saying that once we receive 33% funding can change the name to the Bertina Combes Faculty Lounge * Donations will be connected to the WeCare Campaign * VP Holly Hutchins is working with the Foundation on the best way to move forward and take your money * President Smatresk: We all loved Bertina, and she was really awesome; this is a really nice way to honor her |
| V. | Togetherall mental health option (Bethany Evans) | Bethany Evans, Director of Clinical Services, Counseling & Testing Services   * Togetherall is a new platform available for students and faculty/staff to get mental health support on demand * 24/7 platform that is anonymous; can post concerns and students can give and get support; monitored by licensed mental health providers; if there is every anything that a student posts that would be of risk or demonstrates the need for additional support, then those clinicians step in; seamlessly connects to our 24/7 crisis line * Want faculty to advertise this to students as much as possible and include in syllabi * It’s free; hoping to capture students on the front end before they get to the crisis level * In addition, there are courses and other features available through the platform -– how to improve sleep; procrastination; journaling tools; self-assessments * Adopted this right before winter break; we have had 200 people already register and use the platform since January * Go to Togetherall.com and use UNT email address |
| VI. | Document retention requirements for faculty (Kari Gerner) | Kari Gerner, University Integrity and Compliance Office   * First of all, what is records management?   + It is everything you do from the creation of your record to the use of your record, to the disposition of your record * Official record means all UNT business; can be in any type of format – paper, pictures, floppy disks, email * Texas law requires that official state records be identified and categorized based on their function; be retained for periods specified by law and best business practice; and have their disposition documented on a log; any time you dispose of any records, there is going to be an approval process; a final disposition log has to be sent to our office and be approved before records can be disposed of * Different record series that primarily relate to faculty:   + Retention Policy 319 (test questions, exams, quizzes, and term papers) – has a retention period of the end of semester plus 1 year and then can be disposed of with approval   + Retention Policy 108 (gradebooks) – right now, they have a 5 year retention; looking to change the retention period to the end of semester plus 1 year to follow the coursework; the reasoning behind this is that when Canvas disposes of these records gradebooks go with them; right now, faculty are having to download their gradebooks and keep them for 5 years; if this change is made, the Canvas crew will dispose of the gradebooks for us (State of Texas schedule has retention period for gradebooks as the end of semester)   + Retention Policy 593 (Course Contents/Syllabi) – has a retention period of the end of the fiscal year plus 7 years   + Course evaluations, program and course development, and catalogs – student records all have their own retention periods * There is a record disposition form that has to be completed and approved before records can be disposed * Records.unt.edu has more information – records retention schedule, trainings, etc. * Questions:   + Senator Hensel: When you say changing the records retention schedule for gradebooks from 5 years to 1 year, does this mean we have to get rid of them after 1 year?     - Response: If there is an exception, then you can keep the gradebook longer     - AVP Thompson: CLEAR will not keep it for 5 years, as it will be expunged     - Senator Anderson-Lain: You have to include an exception in the log if you want to keep your gradebook longer than the retention period |
| VII. | Faculty Policy Oversight Committee  (William Cherry / Angie Cartwright) | No items from FPOC. |
| VIII. | Committee on Committees (Melissa McKay) **[vote]** | Standing Committee Vacancies   * No nominations   Administrative Committee Vacancies   * One nomination for the Committee on Student Conduct * The Committee on Committee moves to approve the nomination for the Committee on Student Conduct, and the motion passed unanimously.   We are trying to fill the committees, so they are ready for the fall semester. |
| IX. | University Elections Committee (Adam Chamberlin) | Spring elections status   * Very few nominations after the first call * Talk to your consistituents about being on Senate; remind them of the things we do, such as the Promotion & Tenure policy * Second call for nominations will be going out shortly   Officer elections procedures **[vote]**   * Every year, we re-elect officers in May * There is a call for nominations from April 12-April 21, 2023 * The Elections Committee moves to accept the procedures for officer elections, and the motion passed unanimously. |
| X. | Executive Committee (Karen Anderson-Lain) | Proposal to amend Procedures Manual: Faculty Mentor Committee composition **[vote]**   * The Faculty Senate officers met with Melissa McKay to look at the charges and composition of half of the committees * The Faculty Mentor Committee had a representative from the Dean of Students because it was created before the Office of Faculty Success existed, so it seemed like the wrong administrative body to be represented on this committee; the Executive Committee felt that a representative from the Office of Faculty Success would be a better fit * The Executive Committee moves to update the Faculty Mentor Committee composition in the Procedures Manual to replace the Dean of Students representative with an Office of Faculty Success representative, and the motion passed unanimously.   Academic Affairs Committee/Registrar recommendation to require TAMS record on transcript **[vote]**   * Recommendation that came from the Academic Affairs Committee to the Executive Committee to have TAMS record reflected on UNT transcript * Confusion as to why TAMS students have a diploma here and a record of their courses on a transcipt from UNT when they are applying to other institutions after they finish TAMS; this would integrate two processes into one * Register’s Office and Academic Affairs Committee are both on board with this change * The Executive Committee moves to accept the recommendation from the Academic Affairs Committee to require the TAMS record on transcript, and the motion passed unanimously.   Academic Affairs Committee recommendation to accept of Prior Learning Guidelines for policy 06.001 **[vote]**   * The Academic Affairs Committee reviewed the procedures associated with policy 06.001, and the committee sent them as a recommendation to the Executive Committee who believed the procedures were appropriate. * The Executive Committee moves to accept the recommendation from the Academic Affairs Committee to accept the Prior Learning Guidelines for policy 06.001, and the motion passed unanimously.   Proposal to create Joint Faculty/Staff Senate Task Force on Retaliation **[vote]**   * Senator Chamberlin presented the proposal to create the Joint Faculty/Staff Senate Task Force on Retaliation. * The idea of this task force was to have an end date of Fall 2024, and it would look at retaliation on campus that falls below the level of legal action and make recommendations on how to curb it. * 3 representatives from Faculty Senate, 3 representatives from Staff Senate, 1 representative from SGA, 1 representative from the Provost’s Office, and 1 representative from Human Resources * Correction to the number of members in the proposal from 8 to 9 * The Executive Committee moves to accept the proposal to create a Joint Faculty/Staff Senate Task Force on Retaliation, and the motion passed unanimously.   Repeat of Annual Review survey   * Have been receiving reports and concerns about how annual evaluations are being conducted in different departments, such as concerns about the lack of compliance with policy about how teaching is evaluated (for instance, only using SPOT which is against policy and SACS accreditation) * In order to help with this, we are going to use a tool that Rose Baker and Jennifer Lane worked on and spearheaded – a survey of the annual review process * Have added a couple of questions to the previous survey * Goal is to train people up to be in compliance with the spirit of the policy and gauge people’s feeling about the evaluation process in general * Encourage people to fill out the survey when it comes out * Questions/comments:   + Senator Olness: As I look down the list of questions, there is one to think about adding: “How closely do you think your PAC adheres to those criteria?”     - Response: Good suggestion, wrote down your question word for word   + Senator Peters: I noticed one of the questions asked if you had ever served on your PAC, and the answer choices were: Yes, No, or I don’t know. I wonder why to have that option of “I don’t know.”     - Response: I will remove that option     - Senator Cherry: In my department, we do not call it the PAC; we call it the Executive Committee, and if they aren’t clear how department policy fits into university policy, they may answer “I don’t know”     - Senator Lane: The option “I don’t know” came out of a grievance   + Senator Evans: Is there anything in the survey that asks about the difference between PAC and RPTC? In some departments, I know those are combined. There is some confusion about this in some departments.     - Response: I think the question about the difference between your merit and tenure guidelines gets to this issue; we pulled back from asking any other questions related to RPTC because it wasn’t a survey about promotion   + Senator Lane: One of the driving forces that we had is that this is a faculty to faculty issue, so it is a survey appropriate for Faculty Senate   + Senator Aviles-Diz: The issue isn’t always with the PAC, but with the chair     - Response: Hoping this comes out in the comments   + Senator Lane: We do have the Evaluation of Administrators where you can express comments about the chair   + Senator Chamberlin: Listening to what Senator Evans said, we may want to put a definition of PAC at the beginning of the survey * Send any additional comments to Senator Anderson-Lain   Acceptance of mid-year standing committee reports **[vote]**   * + Committee on Committees   + Faculty Mentor Committee   + Faculty Policy Oversight Committee   + University Undergraduate Curriculum Committee   + Faculty Senate Budget Committee   + Faculty Senate Salary Study Committee * Senator Petros moved to group the reports and accept them, and Senator Hensel seconded. The motion passed unanimously.   These two items are informational:   * Appointment of Brooke Nodeland (DCJ) to fill Group IV vacancy on the Faculty Policy Oversight Committee * Announcement of Jorge Aviles-Diz’ appointment to University Classroom Committee (Chair special appointment) |
| XI. | Other standing committee updates **[vote]** | UUCC Report/Minutes [March 2023] (Ann Marie Afflerbach / Courtney Glazer)   * The UUCC moves to accept their March 2023 minutes, and the motion passed unanimously.   Graduate Council Minutes [December 2022] (Dale Yeatts)   * The Graduate Council moves to accept their December 2022 minutes, and the motion passed unanimously. |
| XII. | New business | Senator Baker: The Evaluation of University Administrators – the President and Cabinet will be put out at the same time as Deans, Dept Chairs, etc.; last week of March/first of April |
| XIII. | Old business | None |
| XIV. | Comments for the Good of the Order | Senator Chamberlin: Please be communicating with constituents about what is happening in Senate |
| XV. | Adjournment | The meeting adjourned at 3:13 p.m. |