

**TTU Faculty Senate Business Meeting
September 18, 2017**

Members Present: Douglas Airhart, S.K. Ballal, Deborah Ballou, Jason Beach, Tammy Boles, Troy Brachey, Debra Bryant, Andrew Callender, Corinne Darvennes, Ahmed ElSawy, Billye Foster, Steven Frye, Stuart Gaetjens, Mark Groundland, David Hajdik, Jeremy Hansen, Paula Hinton, Shelia Hurley, Steve Idem, Christy Killman, David Larimore, Regina Lee, Lori Maxwell, Tony Michael, Christine Miller, Holly Mills, Linda Null, Brian O'Connor, Joseph Ojo, Richard Rand, Jeff Roberts, Lee Ann Shipley, Cara Sisk, Sandi Smith-Andrews, Holly Stretz, and Jeremy Wendt

Members Absent: Ismet Anitsal, Chris Brown, Ward Doubet, Melissa Geist, Ann Hellman, Barbara Jared, Jane Liu and Troy Smith

Guests: Sharon Holderman and Interim Provost Mark Stephens

The first business meeting of the 2017-2018 year was called to order at 3:35 pm.

Approval of the Agenda

The agenda was approved.

Welcome, Introductions, and General Comments

Senate President Killman welcomed and thanked everyone for their service. Nametags were provided for each Senator and are to be returned after the meeting. Senators went around the room introducing themselves.

The recent Faculty Senate retreat was another first step to get to know one another and discuss issues. About 25 attended the 5-hour retreat on August 22, 2017 at Tech's Golden Eagle Golf Club. President Oldham financed the retreat with breakfast and lunch.

Notes from Senate summer meetings will be approved at the next meeting. Senate President Killman will review them soon and distribute via email. Next Monday, September 25th, Senators will have a brief business meeting just to vote on these three sets of notes.

New Business

Copyright Ownership – Ms. Sharon Holderman, representing the Intellectual Property Advisory Committee (IPAC), addressed the Senate. The committee has a tentative plan to explicitly state by amending the policy to make clear that course content is included in scholarly works with the exception of syllabi. She would like input from Senators about this. The University doesn't own the scholarly works, but considers syllabi as works for hire. Classroom content is not currently specified in the policy. Next, this policy goes to Administrative Council. The current policy can be found in Policy Central (online). Senators suggested sending this through both Councils. The next IPAC meeting is in October. Dr. Mike Allen is chair of the IPAC.

Organizational revision - Dr. Mark Stephens, Interim Provost, wanted feedback from Senators about the Center for Teaching and Learning Excellence (CTLE) and the role of the Innovation Institute. President Oldham wanted Interim Provost Stephens to look at this structure. Dr. Stephens shared his thoughts on preliminary plans. Both groups are of prime interest to faculty to assist with teaching, which is a worthy goal and benefit to all of us. The initial purpose of the Institute was to see what new technology was available to enhance teaching methods, bring technology into the classroom, and assist faculty with how to use it. CTLE was to work with the Innovation Institute by bringing technology together from the pedagogical side. Dr. Stephens would like to merge these two into CTLE. Dr. Michael Allen agreed to serve as interim director of CTLE. It's a little confusing now, as the CTLE is under Dr. Sharon Huo, and the Institute is under Patrick Wilson, Associate VP for Digital & Distance Education. This is the core of faculty development, and Dr. Stephens feels it should remain under Dr. Huo. Online teaching is just a part of our teaching, he said. He still sees online education as an important process to attract more learners and increase access. Former Provost Ghorashi created the position of Associate VP for Digital & Distance Education because of a need for someone to oversee our online and distance (2+2) offerings. Now, reorganization may fix several issues by working within the academic structure, rather than outside, or parallel to it. Some need to be re-educated, which is going on now. Dr. Stephens wants input on these preliminary plans, and if we really need the term 'Innovation Institute'. Several Senators felt that the name of CTLE doesn't indicate any technology. They suggested rebranding with signage, advertisement, and even a new name would be beneficial. Senators want the Innovation Institute to get them back to what they used to do, and have the resources to do it. We need to build this with sustainability, so if one leaves, it will keep going. There is a committee, the Faculty Development Steering Committee, that assists Dr. Huo. Senator Sandi Smith-Andrews volunteered to serve on that committee as a faculty representative.

Faculty Senate Retreat – Senate President Killman gave a brief overview. President Oldham came and spoke to Senators, and gave us article to read, "Building A Culture of Trust Through Healthy Shared Governance". Senator Troy Smith commented on this article in an email recently sent to Senators. One thing that came out the retreat was that we need to set some priorities and follow that, and not take on every little thing. Let's move forward and not keep beating a dead horse. Troy's statement was deferred until next time, when he can be here. The President feels many things are timely, so he feels he needs acts quickly. This may be the standard mode of operation. Also, Senators want to keep on the agenda during meetings, and out of rabbit holes. Let's focus on the big things that affect all of us. We need to be on point this year to make the best of it. Senate President Killman had a travel mug for each Senator with the Tech logo on it.

Business Meetings – New Format

- After today, we will have coffee, hot tea and water at meetings, so Senators were encouraged to bring their new mugs. There will be a social time beginning at 3:20 pm before the meeting at 3:35 pm.
- Pick up your name tag from the table outside the meeting room, and leave in on the table after the meeting.
- We will stay on topic better, and out of so many rabbit holes.

- Each business meeting will have old business, new business, and time reports from standing and ad hoc committees with Faculty Senate representation (Provost Search Committee, VP Enrollment Management Search Committee, Budget Advisory Committee, Strategic Planning Committee, Faculty Affairs Committee, President's Cabinet, Deans Council, TUFS, TTU Board of Trustees, etc.)
- Senators should review documents prior to meetings. Senator President Killman would like to get them out a week in advance, which means agenda items will be requested earlier. This should help us be more efficient during our business meetings.

Appointment of Committees - Senate President Killman proposed several new committees:

1. Evaluation Committee – Current evaluations are not too objective. This committee will be charged with reviewing the evaluations and process, and maybe tighten it down a bit. Board of Trustee members want to know how we are being evaluated. Senators Groundland, Stretz, Hajdik, and ElSawy volunteered to serve on this committee.
2. Communication Committee – Karen Lykins, CCO of Communications & Marketing, suggested having a Senate subcommittee to facilitate different aspects of communication, from making recommendations to faculty, administrators and vice versa, communicating topics and tools, and studying how groups send out surveys, blogs, emails, and send emails to the entire faculty. A policy could be developed as to what to include in communications. A recent example was the unclear and not exactly correct information disseminated by the *Herald-Citizen* newspaper about the Board action approving a 1% raise for faculty and 3% for the President. Senate President Killman said if we have communication, then we have input. How can we do this better? Senators Null, Ballou, Mills and Sisk volunteered to serve on this committee.
3. Faculty Senate Policy & Procedures (Operating) Committee – This committee will be charged with looking at the leadership structure of the Faculty Senate. Some topics include visitors to business meetings, elections, and new college representation. Senate President Killman suggested having a president-elect as a way to prepare for being president of the Senate the following year. We can be more effective and efficient. Senators O'Connor, Maxwell, Hurley, and Wendt volunteered to serve on this committee.
4. Leadership Structure Committee - Senators Foster, Smith, and Roberts volunteered to serve on this committee.
5. Nominating Committee – on hold for now.
6. Tenure & Promotion Committee – President Killman will look into convening a committee to review faculty promotions and pay.
7. Faculty Feedback – See next item below for description.
8. Other committees may be established according to priorities determined by the Senate body.

Senate President Killman will email each committee's charge to committee members.

Penny For Your Thoughts & Faculty Senate Question Box - The Faculty Senate website is now under the "Faculty & Staff" dropdown box on the TTU homepage, and on that page there is a place to submit questions, comments, complaints, recommendations, etc. The submission can be anonymous. Each Senator was challenged to submit a question, comment, suggestion, recommendation, grievance, or complaint. Senate President Killman requested volunteers to serve on a committee to work with her to deal with these suggestions. Senators

Mills, Bryant, and Darvennes volunteered to serve on this committee. Senate President Killman also requested that Senators share the information with each of their departments.

Connecting to the TTU Board of Trustees - Senate President Killman suggested that one Board member be invited to Faculty Senate business meetings, perhaps starting with Tom Jones at the Oct. 9, 2017 meeting.

Chartwells Changes - Chartwells would like to move forward as soon as spring 2018 with a plan to charge each student a \$300 fee to use the cafeteria whether or not the student eats there. The fee can be refunded if the student chooses not to eat in the cafeteria, but students would be required to formally request the refund. Generated funds would go toward a new dining facility. Faculty Senators discussed wanting to pursue a way against this, and a resolution was suggested. Senate President Killman will discuss this with President Oldham.

IDEA Evaluations - An information sheet about the new IDEA evaluations was included in the packet that each Senator received at today's meeting. Training on the new evaluations will begin soon, if not already begun.

Faculty Compensation - There was an approximately \$42,000 mistake in the new compensation distribution. Approximately 2/3 of the faculty involved saw an increase, but the remaining 1/3 saw a decrease. The mistake was simply a case of human error. There will be conversations with the Faculty Compensation Committee and others. Senator O'Connor brought up the compensation information that was sent via campus mail. There was discussion as to benefits, how they were calculated, and whether sick leave is a benefit or a potential benefit. Senate President Killman read an email from Leslie Crickenberger discussing the compensation information.

TUFS Report – Senator Smith-Andrews, Secretary of TUFS, gave her report of the latest TUFS meeting. TTU will host the next TUFS meeting April 6-8, 2018. We need to 'up' our game by being more involved and focused when we convene. Senate President Killman looked at other Senate procedures and bylaws. We need to include TUFS in ours. We need to tighten down about who is coming to our meetings. Look closely at students visiting, and others.

Agenda for meeting with the President - Suggested agenda items for the September 25, 2017 Faculty Senate meeting with the President were: 1) Chartwells proposed fee; 2) shared governance and where the faculty should be involved; 3) is the faculty compensation process fixed and what is the current status? and 4) calendar issues, specifically why the calendar is not print-friendly.

Other Such Matters

1. Senators will be receiving an invitation for a social at Walton House on October 12th. It was suggested that Board members also be invited.

2. Senator Rand encouraged every faculty member to attend on-campus interviews for provost candidates.
3. Senator Stretz expressed concern about the birds who congregate around the Lewis Hall chimney because Lewis Hall is scheduled for demolition to make room for the new engineering building.

Senator Rand made a motion to adjourn and Senator Ballal seconded. The meeting was adjourned at 6:20 pm.

Respectfully submitted,
Regina Lee and Tammy Boles

Approved: October 9, 2017

Supporting Documents:

1. Faculty Senate Retreat Notes
2. Fact sheet - IDEA Course Evaluations