

**Meeting Minutes for Faculty Senate Ethics Committee
September 2023**

Members Present: Drs. Kate Houston, Timothy Rubel, Ariadne Gonzalez.

Chair: Dr. Kate Houston

Date & Location: Wednesday September 27th from 11am – 12pm, STC 225.

Meeting was called to order at 11am with all members present.

The following items were discussed:

1. Setting of Time, Date and Location for Meetings

It was decided that meetings of the Faculty Senate Ethics Committee (hereafter FSEC) would, as much as possible, follow a schedule of meeting on the 2nd Wednesday of each month from 11am – Noon in STC 225. Furthermore, all meetings of the FSEC will be open to attendance by any member of the university community who wishes to join. In the event that FSEC is set to discuss topics of a sensitive nature, that particular meeting will be closed to public attendance for either the entirety of the meeting, or part thereof, whichever is appropriate. This will be the exception rather than the rule however, and announcements of such an action will be made to the university community in advance of the closed meeting. FSEC will request that Faculty Senate add information regarding its regularly scheduled meetings to the Faculty Senate webpages.

2. Honor Council

FSEC has been given a tasking by the Faculty Senate to increase awareness and transparency around operations of the TAMU Honor Council. FSEC discussed recent efforts by Honor Council to survey faculty.

- a. A copy of the results of the faculty survey will be brought to the next meeting of the FSEC for discussion.

3. Role and Mission of FSEC

FSEC had a discussion around the scope and mission statement for FSEC. It was decided that a priority for FSEC will be to review the current mission statement/description of FSEC and evaluate whether it needs to be updated. During Executive Council Dr. Arenaz shared that some faculty are using Report IT and BAIT forms to report ethical concerns and behavioral concerns they have towards their colleagues, which is not a proper use of these forms. FSEC strongly felt that faculty (and staff) should have clear lines of understanding regarding how to report incidents of misconduct and/or behavioral concern across the University. Members set a goal of FSEC becoming a hub for guidance, information and direction regarding reporting of potential ethical violations and behavioral concerns.

- a. In preparation for our next meeting, members will pull examples of FSEC mission statements/descriptions from other universities. At the next meeting we will compare

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these mission statements/descriptions to our own and discuss whether an update is needed to bring our committee in-line with such committees at other institutions.

- b. FSEC members will also pull current guidelines for how to report ethical and behavioral concerns to the University for discussion at our next meeting.

4. Other Business

There was no other business to discuss.

5. Meeting Adjourned.

The meeting was adjourned at Noon.