

TEXAS A&M INTERNATIONAL UNIVERSITY
Faculty Senate Meeting
December 2, 2016
WHTC 125

- I. Call to Order** by Dr. James Norris at 12:21 p.m.
- II. Roll Call: Present:** Dr. James Norris, Dr. Kenneth Tobin, Dr. Marvin Bennett, Dr. Frances Rhodes, Dr. George Clarke, Ms. Malynda Dalton, Ms. Vivian Garcia, Dr. Puneet Gill, Ms. Destine Holmgreen, Dr. David Milovich, Ms. Marcela Moran, Dr. Lola Norris, Ms. Kimber Palmer, Dr. Leonel Prieto, Dr. Lourdes Viloria

III. Our Guests were given the floor:

Dr. Pablo Arenaz:

In mid-November, Congressman Cuellar held a reception for our Washington D.C. alumni welcoming Dr. Arenaz as our new President of TAMIU.

Dr. Arenaz announced that on December 13th Texas A&M International University and the Texas A&M University Irma Lerma Rangel College of Pharmacy will enter into a Memorandum of Agreement (MOA) focused on the development of a TAMIU Cooperative Pharmacy Program. 10 to 12 freshmen will do 3 years at TAMIU, 3 years at Kingsville and then come back to TAMIU to finish with their clinical work.

The ground-breaking for our new building will be held on Commencement Day (Dec 16th), with Chancellor Sharp in attendance. Also, Representative Richard Raymond will be the morning's commencement speaker and Dr. A. Marcus Nelson will be the afternoon's commencement speaker for both afternoon ceremonies.

Next Tuesday (Dec. 6th) the Ring Ceremony for the Fall semester will be held.

Dr. Tom Mitchell:

Dr. Mitchell announced that because of the increase in the number of TAMIU graduates, and our limited reception space, in May 2017 we will have 4 graduation ceremonies.

Also, in the upcoming Commencement ceremonies, we will have 2 students graduating with a Ph.D. and we will be graduating students from 7 countries. We will have 158 students in the first ceremony, 167 in the second and 154 in the third ceremony. Last year we had some problem with some people not being able to attend a ceremony due to maxing out our capacity, which will appear to be an on-going issue.

Dr. Mitchell shared with the Senate a graphic of the "2014-2015 Average Faculty Salaries by Rank within the A&M System (included in these minutes).

Dr. Karyn Miller:

Dr. Miller gave an update on our new online student course evaluation instrument 'CourseEval', which we piloted last summer. A group of faculty have been revising and refining the CourseEval instrument and we have been using the University of Washington's online course evaluation instrument in the meantime.

Dr. Anna Cieslicka gave a presentation to the Senate on the work that the COAS College Teaching Recalibration Committee has done in terms of refining the CourseEval instrument and the overall Teaching Rubric. (An outline of the presentation is included in these minutes). Considerable discussion followed this presentation about the inclusion of all Academic Units in the refining of both the Teaching Rubric and the student course evaluation instrument. It was suggested that the final instrument go up to the full faculty body for a vote. It was finally agreed that Dr. Miller would solicit faculty names from the Deans of all Academic Units in order to provide input into these items and that the current CourseEval would be piloted in the Spring and Summer 2017 semester and then revised in the Fall 2017 .

IV. Minutes of the October 7th Faculty Senate meeting were approved after minor revisions.

V. New Business

- Faculty Handbook Proposed Changes to TOY and SOY:

Dr. Tobin presented the Senate with the minutes of the November 17th meeting of the Faculty Senate Workplace and Moral Committee, along with proposed changes to the TOY and SOY procedures and awards (included in these minutes). Many of these changes were agreed to by the Senate several years ago, but the appropriate 'wording' was never worked out and placed into the Faculty Handbook. Besides adding the word 'Distinguished' to TOY and SOY, to represent more than a single year's effort, a new teaching award is suggested to be added for nontenure track faculty. A suggestion was made that the nontenure track award be called the 'Outstanding Teacher of the Year Award'. Since work is already in progress for awards for the 2016-2017 academic year, these are possible changes to be implemented in the next academic year. It was agreed that this item be tabled for further discussion in the February 2017 Senate meeting.

- It was mentioned that our regular Senate meeting room (WHTC 125) would not be available for the February 2017 meeting. More on final meeting location for February later.

- Emergency Response by Faculty and Students:

Was mentioned as something we should take more seriously and share with the faculty.

VI. Old Business

- Faculty Survey Update:

Dr. Rhodes reported that about 75 people responded to the Faculty Survey and that she is in the process of getting the results digitized so that the Workplace and Moral Committee could share the final results with everyone. She also mentioned that this survey was made available to all TAMIU faculty.

- SPSS Issue

Dr. Norris reported that the COAS Dean paid the extra money needed for COAS faculty who wanted the SPSS software.

VII. Committee Reports

The Academic Oversight Committee - no report

The Budget and Finance Committee - no report

The University Ethics Committee - no report

The Committee on Creation, Composition, and Responsibilities of Committees - no report

The Committee on Faculty Work Environment and Morale - see attached minutes.

The Faculty Handbook Revision Committee - no report

The Distance Education and Instructional Technology Committee -

Dr. Norris reported that they were introduced to new software that can monitor online students while they are being tested.

The Technology Advisory Committee

- Dr. Viloría reported that this Committee met on November 2nd (see attached minutes).

The Assessment Committee - It was agreed that we will do the Administrator Evaluation later in the Spring semester, after mid-term break.

VIII. Ad-hoc Issues?

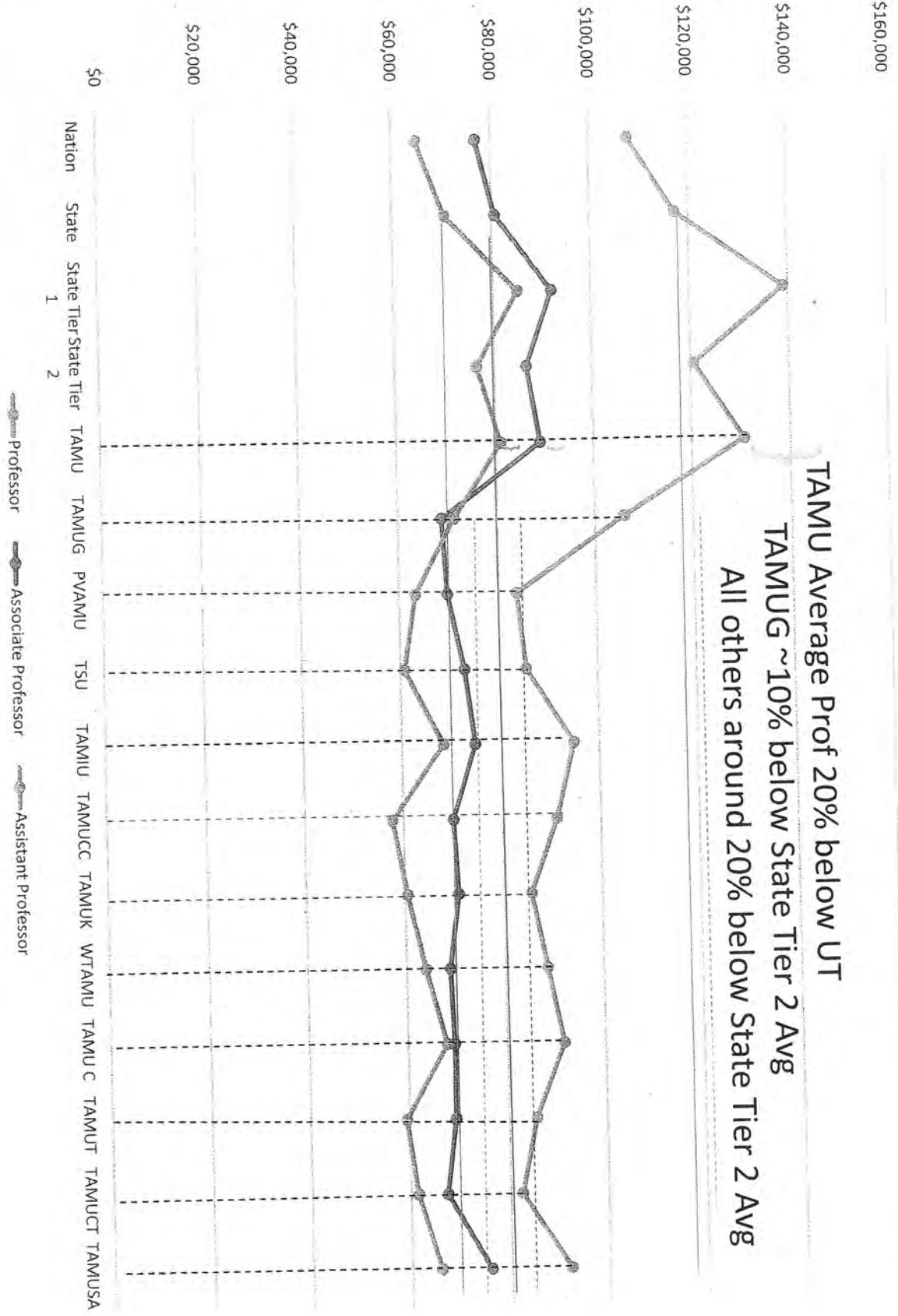
Dr. Norris brought up, and the Senate voted unanimously in favor of, a university-wide, faculty ad-hoc community to evaluate and to revise the student evaluation instrument.

The Senate also voted unanimously in favor to pilot the new CourseEval instrument in the Spring 2017 and to continue revising it with the input of all of the Academic Units.

IX. The meeting was adjourned at 2:31 p.m.

2014-2015 Average Faculty Salaries by Rank

TAMU Average Prof 20% below UT
 TAMUG ~10% below State Tier 2 Avg
 All others around 20% below State Tier 2 Avg



Texas A&M International University
Proposed Course Evaluation Instrument
Last Updated: 10.31.2016

Core Questions

Teaching Effectiveness Combined Score	1. Overall, the teaching of the subject matter in this course was:	Excellent, Good, Fair, Poor, Very Poor
	Please indicate your level of agreement with the following statements:	Strongly Agree, Agree, Neutral, Disagree, Strongly Disagree
	2. The instructor actively engaged students in the subject matter.	
	3. The instructor provided feedback on student learning.	
	4. The course was well-organized.	

Intellectual Challenge Combined Score	5. I would recommend this <i>instructor</i> to other students.	
	Relative to other similar level college courses you have taken:	Much Higher, Higher, Average, Lower, Much Lower
	6. The intellectual/creative/analytical (in green: additions suggested by COAS open forum folks) challenge was:	

7. The workload was:

8. The amount of effort I put into the course was:

Need to decide on 1-2 open ended questions:

9. What would you like to tell a student who is considering taking a course with this instructor in the future?

Alternatively, we could go with a question that focuses on student learning, such as (this one comes directly from Stanford):

10. What skills or knowledge did you learn or improve?

Customizable Questions (provided by faculty)

- 1) Department level questions (provided by chairs, if relevant)
 - a. Up to 2 questions (can be open or closed)
- 2) The extent to which the course helped students to meet specific Course/Program SLOs (provided by instructor)
 - a. The idea here is to use evaluations as an indirect measure of student learning that can be used to assess Course/Program SLOs

- b. 1-4 indirect measures of student learning recommended (closed)
- 3) Course/faculty-specific questions (provided by instructor)
 - a. Up to 3 additional questions (can be open or closed)

Agenda for Faculty Senate Workplace and Morale Committee

Thursday November 17 (1:20 to 2:00 pm) in room LVB 346

In Attendance: Drs. Tobin, Gill, Milovich

Guest: Dr. Bennett (Committee Member from Last Year)

1. Comments from Dr. Bennett Regarding the History of ToY at TAMIU

Dr. Bennett discussed his previous experiences as ToY at the University of Tennessee at Knoxville. The current model adopted last year by of the senate closely models this process in that classroom observations conducted. This makes the process less subjective and provides the senate with a quantitative set of data to help it make a decision.

2. Discussion of Proposed Handbook Changes for SoY and ToY

Dr. Tobin presented proposed changes to the TAMIU Faculty Handbook based on the comments from Dr. Arenaz at the November senate meeting. The current SoY and ToY will be changed to the Distinguished SoY and ToY. This modification will preclude non-tenure track from obtaining any teaching award. Therefore, Dr. Arenaz proposed a second teaching award (Outstanding Non-Tenure Track Teacher –final name suggested by Dr. Gill). The committee agreed that eligibility for any of these awards should require employment at TAMIU for at least three years. The matter of the related Minnie Piper Stevens and Golden Apple awards were also addressed. Since in recent memory the senate has had nothing to do with the selection process for these awards the committee members endorsed the recommendation that language related to these awards should be removed from the Faculty Handbook.

3. Discussion of Implementation of ToY Observation Process for 2017

The committee discussed the timeline for the observation process. The following action items were assigned.

- Dr. Tobin would send out a reminder email to the deans in early December regarding the changed timeline for SoY and ToY. He will include in this email a suggestion that each college's P&T committee submit a list of possible classroom observers to the senate.
- After February 15 Dr. Gill will schedule times for classroom observations from college nominees and Dr. Milovich will confirm the participation of observers and get their availability.
- The week before spring break the Workplace and Morale Committee will have a meeting to coordinate efforts for initial classroom observation to take place in late March

The committee agreed that the option for a second observation will be made available to the college nominees if they desire one. This will take place in early April.

4. Other Business

The meeting adjourned at 2:05 pm.

Annually, a circular medallion attached to an appropriate ribbon is presented by the Provost, prior to (or during) Spring Graduation, to the selected faculty members. The medallion will be appropriate for, and should be worn as a part of, the recipients' academic regalia. The medallion should be inscribed, "**Distinguished** University Scholar, [year]," or "**Distinguished** University Teacher, [year]," and **Outstanding Non-Tenure Track Teacher [year].**" Special parking and a small stipend may also be included **for all award winners.** In addition, the **Distinguished** University Scholar and **Distinguished** Teacher of the Year **may** ~~will~~ be invited to give short lectures during Fall Convocation.

Procedure

~~During the Fall Semester an open nomination process will be conducted for the Minnie Piper Stevens teacher award and nominees for the previous year's Teacher of the Year will be strongly encouraged to participate. At the beginning of each Spring Semester, each college's promotion and tenure committee will call for nominations for the college's **Distinguished** Scholar of the Year, and **Distinguished** Teacher of the Year, and **Outstanding Non-Tenure Track Teacher.** Each college's promotion and tenure committee will decide how the nomination process will work within their purview (whether that be an open nomination process or one in which departments forward nominees to the college's P&T committee). **Only tenured and tenured-track faculty that have been at Texas A&M International University for at least three calendar years will be eligible for the Distinguished Scholar and Teacher of the Year awards. For the Outstanding Non-Tenured Track Teacher adjuncts, instructors, lecturers, and fixed-term professionals must have been employed by Texas A&M International University for at least three years. The only limitation to eligibility will be that a faculty member must not be in his or her first year of employment at Texas A&M International University.**~~

Nominees for college **Distinguished** Scholar of the Year, and **Distinguished** Teacher of the Year and **Outstanding Non-Tenure Track Teacher** will be required to submit a brief (no more than 20 pages) portfolio highlighting their achievements (similar to the promotion/tenure portfolio) for the use of the respective P&T committees in the decision-making process. Nominees for **Distinguished** Scholar of the Year must include evidence regarding

scholarly and creative accomplishments over a period of three calendar years (ending with the year covered in the most recent PPE), and the candidates will be judged on their accomplishments over that three-year period.

College P&T committees will meet no later than February 15 to review nominees' portfolios and select the college **Distinguished Scholar and Teacher of the Year and Outstanding Non-Tenure Track Teacher** award recipients. The College of Arts and Sciences will choose two Scholars and two Teachers of the Year; the A.R. Sanchez School of Business, the College of Education, the College of Nursing and Health Sciences, **University College**, and Killam Library will each choose one Scholar and one Teacher of the Year. These winners then become the nominees for the **Distinguished University Scholar, and the Distinguished University Teacher of the Year, and Outstanding Non-Tenure Track Teacher.**

Once College / School award recipients have been designated, the chair of each college's P&T committee will forward their colleagues' names in a recommendation letter to the chair of the Faculty Senate Work Environment and Morale Committee. The Work Environment and Morale Committee will appoint a team of highly qualified faculty (not necessarily senators) who will observe and report on the classroom instruction of all college winners for **Distinguished Teacher of the Year and Outstanding Non-Tenure Track Teacher**. The college winners will arrange these observation sessions with the appointed team during the last two weeks of March. The **nominee's** observation reports will be added to the ~~Teacher of the Year~~ portfolios prior to Faculty Senate review. The **Distinguished Scholar of the Year, and Distinguished Teacher of the Year and Outstanding Non-Tenure Track Teacher** portfolios will be made available to members of the Faculty Senate for their information and review during the last two weeks of April.

At the May meeting of the Faculty Senate, the entire Senate will vote for a **Distinguished University Scholar of the Year, and Distinguished University Teacher of the Year, and Outstanding Non-Tenure Track Teacher of the Year** from the nominees for each award. Senators who are in the running for one of the awards and senators who have not read all the portfolios will not participate in the voting. ~~The winner of the University Teacher of the Year will be the University's nominee for the next year's Golden Apple Award.~~

Award recipients, as well as the college winners in ~~both~~ all three categories, will be announced at Spring Graduation and Fall Convocation. Once recognized as Distinguished University Scholar or Teacher of the Year and Outstanding Non-Tenure Track Teacher, faculty members will not be eligible for consideration for any additional faculty award for three years.

Texas A&M International University/ Technology Advisory Committee

Meeting Minutes

November 2, 2016

2:00 p.m. KL 253

Meeting Facilitator: Dr. Maria de Lourdes Vilorio

Invitees:

Fran Bernat – COAS,

Hugo Garcia –ARSSBA,

Seong Kwan Cho- COED

Wendy Donnell – CNHS,

Nerissa Lindsey – KL,

Jose Maria (Joe) Gutierrez, University College

President's Appointee, Marvin E. Bennett, III

Trevor Liddle, VP for Finance & Admissions Appointee,

Albert Chavez, VP for IT Appointee

Vacant, VP for Institutional Advancement Appointee

Gina Gonzalez, VP for Student Success Appointee

Leebrian Gaskins, VP for Informational Technology/CIO, ex-officio

Dr. Patricia Abrego

Director of Instructional Technology & Distance Education

Pablo Reyes

Associate Director of User Services

Ricardo Ramirez

Associate Director of Student Information Services

Roberto Gonzalez

Associate Director of Instructional Technology Services

- I. Call to order
- II. Roll call
- III. Approval of minutes from last meeting which was held on October 5, 2016 – Minutes were approved
- IV. Old Business
 - a) Blackboard Online APP (Cost \$ 1.99 for faculty) *No report yet*
 - b) Blackboard Desktop - ICON –Albert Chavez – Director for Computing Services presented the new BLACKBOARD ICON that will be launched during the week Of November 7-11, 2016 This new icon is a wonderful idea that was generated from the Technology Advisory Committee- We congratulate OIT.
- V. New Business
 - a) Adrian Dominguez Follow-up Presentation- Mr. Dominguez was not able to attend due to a conference at Texas A&M. We will table his presentation.
 - b) SPSS Licenses for Premium Access –Departments were notified in September that effective October and due to budget cuts only the basic access will be provided. Premium access is \$299.00 per user. The completed SPSS list has been presented to Dr. Jennifer Coronado and she will discuss this matter with Dr. Mitchell.
 - c) SPSS Report – Please see e-mail - Attached
 - d) Webpage – Please see e-mail –Attached.