

# TEXAS WOMAN'S UNIVERSITY

Faculty Senate Meeting  
Friday, October 11, 2024  
LIB 101 and Zoom

The meeting was called to order at 10:03 AM.

## Roll Call

Abbott X	Acho X	Barnett Abs.	Burke, A. X	Burke, M. X
Dello Stritto X	Dice Sub.	Dillon X	Du X	Dunlap X
Elkins X	Ernst Absent	Gates X	Gullion X	Hynds X
Lambert X	Landrum X	Lucero Jones Abs.	Miketinas Sub.	Morgan Abs.
Petersen X	Richmond X	Rosa-Dávila X	Sen Abs.	Sit X
Smith X	Talleff X	Terrizzi Abs.	Trujillo-Jenks. X	Van Erve X
Woods Abs.				

TCFS Representative: Shawnda Smith  
Parliamentarian: Jacob Blosser

## Faculty Substitute:

Dr. Cynthia Warren                      Substitute for Derek Miketinas, Nutrition and Food Sciences  
Dr. Luciano Garcia                      Substitute for Jenifer Dice, Physical Therapy / HOU

## Recognition of Faculty Guests:

Dr. Dr. Ellina Grigorieva              Division of Mathematics  
Dr. Catherine Mbango                  College of Nursing / HOU  
Dr. Linda Rubin                          Faculty Ombudsperson / Professor, Division of Psychology & Philosophy

## Recognition of Staff Guests:

Dr. Stephany Compton                  TWU Libraries

## Approval of Minutes

September 13, 2024, Meeting Minutes  
Motion to Approve, M Burke; second, R. Dello Stritto  
Motion passed unanimously.

## Approval of Agenda

Motion to Approve, M. Burke; second, S. Gates  
Motion to Amend Agenda, E. Rosa-Dávila; second, J. Talleff  
    Amendment to defer all standing committee reports except for Academic Freedom and  
    Responsibility report. Motion passed unanimously.

## Guest Speaker: Dr. Joshua Adams

### Supplemental Instruction Program Pilot

Supplemental Instruction (SI) program is a non-remedial approach that integrates the “what to learn” with “how to learn” in what are traditionally difficult courses. Trained SI Leaders (peers or near-peers who have successfully completed the course) will integrate voluntary study sessions for current students. SI Leaders don’t review homework or provide notes, rather they implement small group

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activities, such as Socratic questioning and supportive discussions, about course content. Lower division courses within math and sciences with a minimum of 20% D, F, and W rates will be targeted for the fall of 2024 (10 courses). Full implementation for spring 2025, if pilot is effective. Administratively, the SI program will be housed within the Pioneer Center for Student Excellence (PCSE) with initial training for all staff provided by University of Missouri at Kansas City. The SI program will be a collaborative effort between the PCSE, academic component administrators, and faculty. Comprehensive Regional University Funding (CRUF) monies will be used to support this program. Aims for SI program: a) students participating in SI will earn, on average, at least a half-letter grade better than those not participating; b) at least 35% of eligible students will participate in at least one SI session; and c) course sections with SI will have, on average, a 10% reduction in grades of D, F, or withdraw. If pilot program is successful, the plan is to scale up the program, as appropriate, as well as seek accreditation for the International Center for Supplemental Instruction. SI program supports may also be layered within learning communities, mentoring, and student research experiences. Senate discussion of courses selected and potential plans for integration of SI into a) upper-level courses, rather than just lower-level courses; and b) courses within the humanities, rather than just math and science. Faculty Senate requested that Dr. Adams return to share the pilot results and next steps.

## **Provost Forum – Dr. Angela Bauer**

### SB 17

- Provost Bauer investigated how SB17 will impact our ability to celebrate any of the cultural heritage, awareness, or national history months, like National Hispanic Heritage Month. Dr. Bauer, with support from the Office of General Council, has determined that Academic Affairs can and will host a lecture series, with an associated reception, to acknowledge these months. Speakers will be selected whose scholarship aligns to the focus of the month. Selection process for the speakers is still being determined, but it is likely that a committee will be convened. Discussion of National Hispanic Heritage Month, Black History Month, Asian American and Native Hawaiian/Pacific Islander Heritage Month, LGBTQ+ Pride Month, Disability Pride Month, Native American Heritage Month, Women's History Month, etc. The Provost noted plans for two speakers per semester. Discussion of acknowledging TWU's veterans but potentially in a different manner.
- SB17 Listening Sessions are planned for the fall with two in Denton, one in Dallas and one in Houston. Denton campus discussions will include a faculty panel. Dates and times for sessions are: October 28 in Dallas (11:30 am), Oct 29 in Houston (3 PM), November 11 in Denton (3 pm), and November 12 in Denton (3:30 pm).

### Salaries

- Staff Salaries – Approximately 1 year ago, Huron was hired to complete a review process (like that used for faculty salary adjustments) to improve staff salaries. Huron worked with the Deans and academic component administrators (ACAs) to create "job families", and then compared the salary ranges for those job families with peer institutions. Also worked with the Deans to look at existing positions to determine which job title would represent the new job families. New hires are being hired at salaries rates similar to peer institutions. Some staff (i.e., academic advisors, security guards, and custodians) have had salary adjustments. Currently, about 25% of current staff are being paid at rates above the pay range for their position, while about 30% of current staff are being paid at rates below the pay range for their position. Next steps have yet to be determined for how TWU will address the remaining issues. The Provost acknowledged that work still remains but that forward progress has been made. Senate discussion of peer institutions selected for review, with the Provost noting that it was the same peer institutions as

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used for the faculty salary adjustments. Senate discussion of the cost of hiring Huron to complete a study that could have been completed internally.

- Point of clarification requested by Senators on faculty process. Senators understand issues of inversion and compression were addressed for faculty salaries through their process but requested clarification from the Provost about if or when program-level salary adjustments to meet market/CUPA peer programs would be made. Senators also requested access to the CUPA data that was used for faculty process.
- For the Dean searches in CHS, COPE, Arts and Sciences currently underway, a similar comparison was requested by the Provost so that the salaries for these positions can be equitable as TWU moves forward with the hires. A similar approach will be applied as the search process is initiated for Vice Provost for Faculty Affairs (formerly Faculty Success) and the new Executive Director for Center for Faculty Success.

## Inefficient TWU Processes

- The Provost also addressed concerns from Senators about delays impacting the work of faculty and staff, such as delays in processing of invoices. The Provost shared that TWU is looking to hire a process engineer to help streamline the hiring process and eliminate inefficient functions and redundancies that are currently delaying hires. If effective this pilot will be repeated with processes in other areas (e.g., procurement).

## Potential Engineering Program

- The Engineering Consultant was on campus recently. He is currently developing a post-visit report regarding how TWU might leverage existing resources as well as what might be needed to successfully implement an engineering program.

## Graduate Admissions Initiative

- The Provost's Office will be facilitating a series of collaborative workshops between college leaders and the graduate admissions team to improve communication and clarify expectations about admissions processes, timelines, etc. The graduate admissions process must be streamlined to capture/retain interested applicants as applicants are disengaging or going to other programs because we are not responsive during the admission process.

## Faculty Evaluation System

- There has been discussion of changing the faculty evaluation system from a 4-point scale to a 5-point scale. Dr. Scott noted that psychometrically it is best practice to have an odd number of options on the rating scale. Additionally, feedback on the evaluation process suggested a need for evaluators to be able to differentiate between faculty who exceed expectations and faculty who really go above and beyond the expectations. Senate discussion of how the 5-point scale might impact merit awards, noting that if there is a change to the evaluation system then the merit award process must be reviewed as well. Discussion also included the possibility of a 3-point scale to align with evaluations awarded by the Performance Review Committee (PRC) of Needs improvement, Effective, and Exceptional. Discussion queried whether Deans get training on using the rating system and, if so, how often training is redone. Dr. Scott noted that PRCs get training offered but the training is not required; and that ACAs do not have any trainings as of yet. Senate discussion of rating scale noted that changing the number of points on the scale is irrelevant if ACAs are advised not to award top level, nor does changing the scale address the lack of clarity regarding what each "level" means. Speaker asked Senators to send concerns and suggestions to committee chairs so it can be discussed in Faculty Senate Executive Committee. Speaker will also reach out to past speakers for a historical perspective on the performance rating scale. The Provost asked that Faculty Senate add this topic to new business for further discussion.

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## Retention

- Efforts related to TSI completion and developmental courses have been successful in retaining at-risk students. We now know, based on data from the developmental courses, that if at-risk students complete the TSI, they perform at or near the same level as students who are not at risk. Completion of the TSI early in their undergraduate program is also key because if the TSI restriction is lifted by faculty or advisors more than once, it drops out of the system so students can proceed without restrictions. To meet the goal of having all students be successful, students must complete TSI. Provost Bauer acknowledged the need to ensure that faculty are in place for the developmental education courses, and that faculty and advisors must not lift the TSI restriction.

## Online Learning and U.S. Department of Education requirements for ADA Compliance

- TWU is facing two types of requirements related to online learning and ADA compliance. First, by the fall of 2026, the USDOE is requiring that all courses must be ADA compliant when delivering any content online, to include Canvas. In addition to this requirement, the Distance Education Coordinating Board is requiring a plan be in place that addresses how meeting the USDOE requirement will occur at TWU. It was noted that, prior to COVID, those teaching online or in hybrid formats had to complete faculty trainings. Post-COVID, nearly all faculty are delivering some content online, so *all* faculty need to be prepared to complete some level of training to meet USDOE requirements. Those teaching online or in hybrid formats will likely be targeted for trainings initially to address the Distance Education Coordinating Board plan. Senate discussion of trainings currently developed and available to all faculty.

## Budget

- Senate discussion of budget concerns with the Provost included request for access to budget to demonstrate transparency. Senators shared how on-going issues related to transparency about the budget, being told there is no budget for selected priorities, invoice delays, etc., which contribute to on-going and major concerns being brought to the Senate. Senators requested a forensic audit, which would look at the budget differently than a traditional audit, may be needed.
- The Provost acknowledged the need for her to finalize the Budget Advisory Committee. Provost Bauer noted that she would move promptly to convene the Budget Advisory Committee and let the committee guide next steps.

## **Speaker Report - Dr. Emarely Rosa-Dávila**

- Budget Advisory Committee: Speaker noted that she requested an update on the Budget Advisory Committee from Jason Tomlinson after the September Faculty Senate meeting. Jason Tomlinson notified the Provost of the need to convene the Budget Advisory Committee in early October.
- Commencement: Before October 30, please send stories of outstanding December graduates to Joshua Adams for commencement ceremonies.
- SB 17 Survey: Data from the surveys will be used during the listening forums to guide discussions. Faculty Senate Executive Committee added a question focused on belonging that will be used by the Faculty Senate Equity and Inclusion Committee, rather than the SB 17 forums.
- Student Satisfaction Survey: This survey will be launched soon, please encourage students to complete the ~30-minute survey.

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- Academic Council: The TWU website is undergoing a minor revision/refresh to make it more engaging and informative. This will be a minor revision because an overhaul of the whole website would be cost prohibitive.
- Board of Regents: Next meeting is November 7 and 8 in Houston. Note that these meetings are open meetings.
- Publication Funds: The Office of Research and Sponsored Programs has funds available to support tenure track or tenured faculty with publication fees. Speaker has appointment with Holly Hanson-Thomas to discuss opening this up to clinical faculty.
- Dean's Cup: Faculty Senate is sponsoring the Dean's Cup at the 1<sup>st</sup> home basketball game on November 20. The college with the largest students, faculty, and staff in attendance wins the Dean's Cup. Pack the house!

## **Unfinished Business**

### Second Readings

1. URP 02.350 Faculty Grievance and Appeal Process – Both tracked-changes and clean versions.
  - a. D. Hynds provided report as well as comments to the policy. General recommendations are focused on four main issues: a) the policy is over-complicated, b) the policy is unbalanced (e.g., administrators have longer to respond than faculty), c) the proposed use of an Academic Freedom Committee is confusing (appears to be redundant to the existing Faculty Review Committee), and d) there are issues with terminology (e.g., meaning of dismissal for good cause and inappropriate bias).
  - b. Senate discussion of potential conflicts of interest including the fact that the faculty appeal paperwork is to be submitted to the secretary, but that individual is the general council – request that this position be changed to perhaps the Chair of the Board of Regents.
  - c. Discussion of inappropriate bias definition as well as the fact that, because of SB 17, TWU cannot train individuals about bias. Questioned how faculty are to be safeguarded from bias.
  - d. Speaker requested that the marked-up policy with Faculty Senate comments as well as the Academic Freedom and Responsibilities Committee report be shared with the Council of Chairs and Academic Affairs. Provost and Dr. Scott agreed to this.
  - e. Discussion of whether this revised policy would return to the Faculty Senate after Council of Chairs and Academic Affairs. Provost indicated that the policy would return to the Faculty Senate for the December meeting. Speaker also requested the opportunity to speak to the Board of Regents in February.
  - f. Senators emphasized that anytime there is a grievance about an administrative appeal that is should be conducted by the Faculty Review Committee, which is a body of their peers. Provost commented that the intent of the policy was to allow for appeals of issues that do not require full hearing.
  - g. Motion to table until December Faculty Senate meeting by A. Elkins, and second by P. Landrum.
  - h. Motion to table policy passed unanimously.

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2. URP 02.340 Affiliated Faculty Appointments -
  - a. Committee concerned with pay parity and whether the pay for the affiliate faculty member comes from the host or visiting department. Discussion that pay should be the higher of the two departments.
  - b. Procedures of the affiliation – what constitutes the affiliated unit? Who is best equipped to make decisions about who can lead dissertations, etc.? Policy should be clear on this.
  - c. Dr. Scott indicated that the SAAC and the Coordinating Board both require unit level documentation, hence the policy. As such, the component documents the justification, while the Dean and the Office for Faculty Success make a determination if the documentation is sufficient for the SAAC and Coordinating Board purposes.
  - d. Point of clarification – graduate faculty status is required for all faculty to chair dissertations and theses, which is granted by the graduate school but that is not specific to a program or academic unit. This policy would indicate that the unit would approve the affiliated faculty member to chair committees within the unit.
  - e. Motion to Approve, M. Burke; second, J. Lambert. No discussion.
  - f. Motion passes unanimously.
  
3. UPR combining two policies: ACAs and Administrators Returning to Faculty
  - URP 02.364 Salary for Administrator Returning to Faculty
  - New: Salary for ACAs Returning to Faculty
    - a. Discussion of impact of policy for interim ACAs, the need to clarify the meaning of “in good standing” particularly when ACAs are demoted and return to faculty, and the need to clarify what is meant by the reduction in teaching load (standardized process for determining reduced load).
    - b. Discussion of how matters would be handled if peer salaries are higher than market value, and whether they would be provided with the higher of the two. Provost indicated that the salary would be within range of faculty within department with consideration of merit if they had been faculty.
    - c. Discussion of whether this policy addresses administrators being demoted to other position in administration. Dr. Scott indicated that this policy does not address those situations. She believes this is a first step policy that allows for additional policies to follow for administrator policies.
    - d. Motion to Approve, M. Burke; second, J. Lambert. No discussion.
    - e. Motion passes unanimously.
  
3. URP 01.244 Student Pregnancy and Parenting Nondiscrimination
  - a. Policy was posted prior to second reading but policy remains open to additional revisions, hence the second reading. No discussion on the existing policy.
  - b. Motion to Approve, M. Burke; second, J. Lambert. No discussion.
  - c. Motion passes unanimously.
  
4. URP 06.160 Excused Absence Policy
  - a. Policy was posted prior to second reading but policy remains open to additional revisions, hence the second reading.
  - b. Discussion on how travel and religious holidays are defined (e.g., travel to foreign countries, whether weddings religious holidays, and how to handle month long religious holidays).

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- c. Discussion of whether or not student paperwork needs to be completed if faculty accommodations, as stated in the syllabus, exceeds the accommodations stated in the Excused Absence Policy.
- d. Discussion of who is liable if the student didn't sign the paperwork, travels anyway, and something happens while they are traveling.
- e. Motion to Approve, s. Gates; second, J. Lambert. No discussion.
- f. Motion passes unanimously.

## **New Business**

### First Readings

1. URP 02.235 High Stakes Testing – Requesting to be archived
  - a. Dr. Scott noted that the program or college is allowed to have a testing policy without having a corresponding university-level policy.
2. URP 01.315: Records Retention Email – Requesting to be archived
3. URP 01.310: Records Retention – Updated
  - a. Send feedback on these three policies to the Speaker.

### Ad Hoc Committees

- Ad Hoc Committee for Student Success: Committee member needed. Dr. Laura Trujilo-Jenks volunteered to this committee.

## **New Concerns**

### Faculty Issues and Concerns

- Discussion of Graduate Assistants receiving offer letters that are different from what they were offered verbally. Dr. Scott indicated that it appears to be the way that the student's position was entered into Oracle. It has been corrected in the system but unfortunately the issue still occurred.
- Discussion of Oracle issues related to changes in pay rates mid-semester as issues are identified and resolved in Oracle.
- Discussion of Oracle issues related to Concur. Individuals who should not be approving travel expenses are being assigned to approve.
- Point of clarification: Not all policies come through Faculty Senate. Undergraduate and graduate committees also review policies that will not route through Faculty Senate. Faculty Senate does have representation on those committees, so if you are on a committee and a policy is being reviewed that you think needs to be reviewed by Faculty Senate, please bring it to the Speaker's attention.

## **Adjournment**

Motion to adjourn, M. Burke; second, W. van Erve.

Meeting adjourned at 1:18 PM.

Submitted Suzanna Dillon, Secretary

October 11, 2024