

**Minutes of the Meeting of the Executive Committee of the Faculty Senate**

March 5, 2008, 2:00 PM, Conference Room, Hurley Administration Bldg

Executive Committee Members:

Name	Group	Dept.	Term	Present
Dornith Doherty	I	COVAD	2008*	X
Elizabeth Figa	II	SLIS	2008*	X
Dennis Mueller	III	PHYS	2008*	X
Emile Sahliyeh	IV	PSCI	2010*	X
Steve Cole	V	FIRL	2008	
Cynthia Chandler	VI	CHE	2010*	X
Jim Swan	VII	AGER	2008	X
John Holt	VIII	MUSIC	2008*	
Michael McPherson	Chair	ECON	2008*	X
Richard Wells	Vice-Chair	JOUR	2008	X
Beth Thomsett-Scott	Secretary	LIBR	2008	X
Marcia Staff	Immediate Past Chair	FIREL	2008*	

- I. Welcome. Senator Wells called the meeting to order at 2:15 pm and welcomed attendees.
- II. Discussion of topics with President Bataille and Provost Wilkins.
  - a. President Bataille
    - i. Emergency Preparedness. There is currently a steering committee chaired by Bonita Hairston that consists of approximately 17 people from a variety of departments, such as dining services and the police. This committee is creating a web site with necessary information. There is currently a University Emergency plan but it is a big printed document. The committee will also work with each department to establish a "business continuity plan" so in the event of an emergency, everyone will know where to go to receive services, such as food and housing for our campus-based students, as well as plans to provide an opportunity for students to continue their studies should a longer term issue occur. One option that is being examined is the use of itunes U which provides podcasts of lectures. The President noted that the Eagle Alert system has been working well when needed. She encouraged EC members to continue to market this service as it is difficult to get word out to students. The President inquired about how the reminder notices for checking announce.unt.edu are working. Several EC members thought this was helpful. On March 27 and 28, there will be another Peer Review team coming to UNT, this time to review the University Relations, Communication and Marketing area. The members of the team have experience with emergency communications and the President is

expecting their report to be helpful as UNT works on this issue. The President added that there are a number of groups working on disaster and emergency planning but that these are spread out across campus and tend to report to different areas. Senator McPherson raised the question of having locks on the inside of classroom doors. He will check with Bonita to see if this is being discussed.

- ii. Football Stadium. The President emphasized that this will only move forward once at least half of the approximate costs are raised as State funds are not able to be used for this purpose. The architectural firm is the same one that is building the new Dallas Cowboys stadium and is aware that they only have \$300,000 to do the site study. The President noted that she was able to provide the \$300,000 from State funds as the area would need a site review for any purpose, such as building dorms or classrooms. She expects that once half of the costs are raised that the other half will be quickly gathered from donors.
- iii. Oversight of Development Office. The President asked for more clarification. A case was raised where a development officer held onto some donor checks from a gala and did not deposit them in a timely manner with the end result of the checks being invalid when they were taken to be deposited. The officer no longer works for the University. Provost Wilkins noted that they are moving towards a system of shared accountability with a development officer being attached to each School and College and joint reporting to the Deans and to the Development Office. Due to the fiscal implications for the colleges and schools, this process will occur in yearly stages. The President stressed that the situation being raised is certainly not the norm but encouraged more communication between Deans, development officers, and those faculty organizing events.
- iv. Alumni Visits. The President is focusing her visits in areas with a large number of alumni and setting up return visits to prospective donors. She is pleased with the efforts. The Emerald Ball was successful with approximately 400 donors, administrators and faculty attending. Ten Emerald Eagles attended as guests as did a number of newspaper reporters. Senator Doherty suggested tracking and publicizing the data on the disciplines of alumni purchasing tickets as this would encourage more faculty to attend. Provost Wilkins noted that she is currently investigating how on campus events are handled and a possible subsidy for faculty to selected events. She is also advocating for a “planned giving” campaign for faculty and noted that donor numbers are a very important statistic. The President noted that the UNT Foundation is a selection on the ESSC campaign but is not emphasized as much as she would like.
- v. Addendum. The trip to Mexico went well. The Governor of Mexico attended the celebrations and all parties are excited about continuing and enhancing the partnership

b. Provost Wilkins

- i. Funding 2 of the 3 “approved” categories for Faculty Development Leave. The Provost noted that this year had the highest number of applications since 1999. She agreed to fund the top two categories as they contained 36 faculty which is similar to the numbers funded in previous years. Dr. Wilkins noted that each committee does the process a little differently which makes it difficult to compare across years. It was noted that the “payback” policy of 1.5 years is still in effect. The Provost added that she has received the recommendations for changes to the policy that were approved by Faculty Senate last year and supports the

move to a 6 year cycle of eligibility, and believes that the President will agree to the changes as this brings UNT more in line with what other universities are doing. She did have some wording suggestions and will share these with EC.

- ii. Purpose of the Delaware Study. The Provost noted that the Delaware Study is the Gold Standard for normalizing faculty productivity, and that the goal of using it was to create a common standard for measuring faculty productivity at UNT, as well as to connect faculty production with UNT's strategic goals. Senator Wells noted that it would have been helpful to have provided more context for faculty when asking them to complete something like this study. Dr. Wilkins explained that UNT is working on a new system that will allow faculty to periodically update their information and many forms used for regular UNT work can be automatically populated rather than requiring faculty to redo forms each time. There is not a lot of information at this time but Dr. Wilkins expects the system to be online for the fall. She added that the plan is to have students perform the initial data entry and then have faculty update their own records. The system could also be used to help with annual evaluation process and for creating resumes.
- iii. Peer Review of Graduate Research. The team has already provided a draft for fact-checking purposes. The next step will be to receive the final report and make recommendations. There is also a faculty group consisting of Ruthanne Thomas, David Schwartz, Joseph Oppong, and Kathleen Whitman that will be conducting an internal review. The peer review team and the results of the internal review will be widely shared when completed.
- iv. Early Retirement of Faculty members/Modified Service. This policy is currently being revised. The Deans agreed that 5 years is too long for modified service and the policy is being adjusted to provide 3 years as the maximum term. The Provost noted that the change will take place in fall 2009 in order to allow people who want to take advantage of the current 5 year limit to have an opportunity to do so. The policy will also be changed to make it clear that while the opportunity for modified service exists, the department must be able to support modified service and that not all faculty may be able to take advantage of the opportunity, and that all parties involved must be clear on the workload responsibilities. Senator McPherson suggested that the Provost work with the Faculty Senate Benefits Committee to work out the details on benefits.
- v. Summer Graduate Student Enrollment. The Provost noted that most organizations she is familiar with assume that graduate students will be continuing through the summer and do not normally make their students enroll in regular courses. She needs to examine the effects on SCH before making a decision how to proceed.
- vi. Update on Committees. Evaluation of Teaching: Ron Carriveau is chairing, Elizabeth Figa, Frances Van Tassell, James Poirot, Joan Clay, Celia Williamson, and several students will serve on this committee. Honor Code: Bill McKee, Steve Forde, Marsha Staff, a representative from Student Development, and several students will serve. Research Cluster Review Committee: The Provost noted that procedures are currently being established to determine how faculty who are also putting forward proposals can participate on this committee. Vish Prasad will chair the committee. Allen Needleman, Beverly Davenport, Jim Conover, Judith Forney, Kent Chapman, Noreen Goggin, Linda Marshall, Nirranjan Tripathy, Robert Milnes, and Warren Henry. Sustainability Council is being populated by the President's Office and EC will follow up.

- vii. Dean Searches. No update for Dean of COE. Dean of Engineering has been narrowed to eight candidates and follow up interviews are being arranged. The Search Committee involved with the Dean of COBA search has recommended closing the search at this time.
  - viii. Professional Development of Chairs. The Provost noted that the administrators had a successful retreat with robust participation from Deans and Chairs. The Thursday schedule consisted of an external expert discussing “bullying” in administrative issues as the personnel issues involved in leadership positions are the most frequently cited disincentive. Senator Wells asked about further training as many faculty had anticipated more emphasis on leadership skills. Dr. Wilkins will work with the Chairs Council to decide on a suite of workshops for chairs. The Friday discussion centered on changes to workload based on the draft Workload Policy. EC members asked where this was. Dr. Wilkins noted that she has recently sent it to the Deans. Another question was how to monitor the accountability and role of chairs. The Provost expects that this will be handled through the Deans and noted that if faculty feel at risk then there need to be procedures to prevent retaliation and appropriate grievance procedures. She noted that the most productive faculty usually work with chairs to create effective partnerships which make the chairs more efficient and empowers faculty. Senator Wells inquired when the workload policy will be implemented. The policy should be in force by the fall with changes being implemented over a year or so to allow things time to work in. There was some concern that faculty haven’t seen the policy yet. Dr. Wilkins encouraged EC and Senators to share information with their colleagues and put pressure on Deans and Chairs to follow through with information. The revised promotion and tenure policies should be available shortly. The Provost also encouraged EC to remain in communication with committees to ensure timely completion of projects and policies.
  - ix. Regents Rules. Dr. Wilkins noted that the revised rules are online. The only honorary designation is Regents Professor and that the requirements have been raised to ensure a high level of national and international reputation as well as outstanding teaching and research endeavors. The current applicants will be given an opportunity to revise their documents to meet the new requirements. The Provost is asking the Regents Selection Committee to recommend another 2-3 categories of new awards to increase the opportunity for faculty to receive honors.
  - x. Senator Wells asked about the switch to Outlook. There is some concern about paying for both Outlook and Groupwise and asked for an update on how things are going. Several EC members have already been switched over and noted that things went well.
- III. Approval of Minutes from February 27. With several minor changes, the minutes were approved unanimously after being accepted and seconded by Senators McPherson and Wells respectively.
- IV. EC Dialog
- a. Faculty Senate Agenda. It was recommended that Senator Wells determine which committees will have reports or updates for the meeting.
- V. Chair’s Report. Senator McPherson noted that the Committee on the Evaluation of University Administrators is on target for releasing the survey within the next few weeks. The University Curriculum Assessment Committee has been dormant for several years and most functions appear to be done by other committees. Dr. Williamson is willing to discuss whether the committee should be revamped or deleted. After discussion, it was agreed to put the question before the Senate.
- VI. Unfinished Business. Senator Wells reported that the guidelines on lecturers are currently considered to be in effect.

- VII. New Business. None
- VIII. Comments for the Good of the Order. None
- IX. Adjournment. The meeting adjourned at 3:55 pm.

Respectfully submitted by Beth Thomsett-Scott, Faculty Senate Secretary