

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

October 31, 2:00 PM, 2nd Floor Board Room UNT Administration Building

Executive Committee Members:

Name	Group	Dept.	Term	Present
Dornith Doherty	I	SOVA	2008	
Elizabeth Figa	II	SLIS	2010	X
Dennis Mueller	III	PHYS	2008	
Emile Sahliyah	IV	PSCI	2010*	X
Steve Cole	V	FIRL	2009*	X
Cynthia Chandler	VI	CDHE	2010*	
Jim Swan	VII	AGER	2008	X
John Holt	VIII	MUSIC	2008	
Michael McPherson	Chair	ECON	2007	X
Richard Wells	Vice-Chair	JOUR	2007	X
Beth Thomsett-Scott	Secretary	LIBR	2008	X
Marcia Staff	Immediate Past Chair	FIREL		

Guests: Rodney Davidson, Carolyn Hunton

- I. Welcome. Wells called the meeting to order at 2:06 and introduced the guests.
- II. UNT Bookstore Issues. Rodney Davidson is the Bookstore Manager and Carolyn Hunton is the Textbook Coordinator. Rodney provided an overview of the textbook ordering lifecycle. He noted that numbers of books ordered are based on previous year's enrollment, estimates of used books available, and figures from Enrollment Management when they provide updates. Forty-three percent of students purchase their textbooks from the Bookstore. On average 16% of the textbooks ordered are returned. Figa reported that many of her students have reported that orders get cancelled without notice. Carolyn noted that all students ordering will receive an e-mail. If the book is not in stock, students will receive another e-mail asking them if they want to place a special order. In response to a question from Wells, Carolyn noted that she will try to track down professors with late orders or with orders that

are incorrect (wrong titles, editions etc.). However, most ordering is done through textbook coordinators in departments, usually by administrative assistants, making difficult to locate individual professors. The bookstore does have a meeting of all textbook coordinators each long semester which provides information on ordering textbooks. They also meet with the Associate Deans. Rodney suggested that meeting with the Deans as well might be helpful. The bookstore is also preparing a new handout to help faculty with the ordering process. Figa and Wells suggested that it be beta tested with some faculty first as the handout is very text intensive and faculty want to know, in general, only the information they need. Wells noted that Rodney could distribute the handout through Faculty Senate if needed. Emile encouraged Rodney to make it electronic as well. Carolyn noted that she will work to resolve any issues and encouraged faculty to contact her directly

- III. Approval of Minutes (October 3, 2007). Accepted by Sahliyah and seconded by McPherson. Approved unanimously.
- IV. Report from the Faculty Awards Committee. Report accepted. Wells noted that an additional charge this year for the committee is to work with Human Resources to revise the service awards process. McPherson noted that the report needed some clarity on absences. Thomsett-Scott responded that the committee met via e-mail. EC members wanted some indication of whether committee members participated regardless of the meeting format. Thomsett-Scott suggested the use of categories, such as inactive, active, very active, and excused as possibilities. Wells asked her to think about other options and send out her suggestions to the EC for approval.
- V. Questions for Administrators.
 - a. Q1. Wells asked if EC thought the information would be valuable. Thomsett-Scott responded that it would be beneficial data to have, especially since the President and Provost make data-driven decisions. There was concern about how the Deans would distribute the money from Summer School to the departments. It was agreed to add a questions similar to "What assurances do we have the monies will be distributed to the departments?". Thomsett-Scott raised the issue of the Evaluation of Administrators as this could be a way to provide information to the President and Provost. McPherson noted that there is concern about the response rate. It was agreed that a question on the evaluation process be considered for December.
 - b. Q2. The Dallas campus has two issues attached to it – the EC is concerned about the lack of protection for the current faculty, and the financial effects on UNT Denton while supporting the

Dallas campus. Wells will work on rewording the question to reflect these concerns

- c. Q3. McPherson noted that he may have information to answer the budget hearing date questions. Wells noted that his concern is that the hearing dates are set and the Faculty Senate representatives are notified of these dates.
 - d. Q4. Expansion of the teaching and learning center. After some discussion, it was agreed that this question would be deferred.
 - e. Q5. Update on Searches. Concern was expressed that the search for a Dean of CPACS has not been initiated. Also some concerns about reduced budgets and program realignment. Sahliyah suggested that an update on the reorganization of departments be requested. After discussion, it was agreed that the question be expanded to include a question about CPACS and other reorganizations.
 - f. Q6. College of Engineering Charter. Wells noted that it is important that the EC ensure that things are being followed up on.
 - g. Q7. It was agreed to focus the question on space and budget issues.
- VI. Faculty Senate Agenda for November 14. Wells reported that the President will be attending the meeting and will be allotted 30 minutes. She will be placed on the agenda at 3:30 after the Chairs report. Doherty requested that the Provost be asked to make more pointed comments although she appreciates that openness. However, many Senators have time constraints. Thomsett-Scott suggested that perhaps a PowerPoint presentation with important points would be helpful, especially for visual learners. Wells noted that he and McPherson will emphasize that Senators can be sent to the EC to be asked during their time with the Administrators in order to save some time in Senate meetings. The UCC report will be added under Committee Reports.
- VII. Chair's Report. The President has requested names of faculty to serve on a search committee for a UNT Denton representative to work with the System's Government Relations people but to serve Denton's interests. Several names were provided. McPherson will pass them along to the President.
- VIII. Unfinished business. None
- IX. New business. None.
- X. Comments for the Good of the Order.
- a. Cole noted that several of his constituents had questions about the 12 month policy for chairs. Wells will get a copy of the policy to the EC and ensure that the Faculty Senate Charter and Bylaws also gets a copy. There were several questions about the role of the 12 month chairs on Faculty Senate committees.

McPherson noted that the Charter and Bylaws Committee will be working on this issue soon.

- b. Wells expressed a concern about several recent events and the lack of communication from the administration. Events like these affect the reputation of the university.
- c. There was also a note that all ordering will be online and regular auditing will begin December 1.

XI. Adjournment. Meeting adjourned at 3:50.