

Baylor University Faculty Senate Meeting Agenda
Foster 143/144

January 16, 2024
3:30pm-5:00pm

Absent: Sara Alexander, Jessica Peck, Joel Weaver, Rebecca Thornton, George Cobb, Adrienne Duval, Matthew Laube, Erin Killingsworth, Eric Swan, Bob Kane

- I. Call to Order: 3:37 p.m.
- II. Invocation (Senator Gantt): 3:37 p.m.
- III. Approval of December Minutes (Senator Malavanti): Unanimously approved at 3:39pm
- IV. Guests: 3:40 p.m.
 - a. Guests Kevin Chambliss and Brett Powell on “Building Research Infrastructure” (slides shared with Senate)
 - Baylor has grown at 30+% per year every year since 2018. As research enterprise grows, the complexity has also grown. We must close the gap between institutional capacity to support research and the complexity and complexity of the research enterprise at Baylor
 - We increased 290% from 2018 to 2023 in research expenditures.
 - Increased 280% in new research awards over the same period.
 - A rough student population analogy: 14.5K students increased to 42K... expect bumps in the road if this were to happen
 - Research Administration Staffing Update
 1. Average tenure of RA is 2 years. There is a lot of turn-over nationally.
 2. As of March 2023- 16 vacancies. As of 01/16/24, only 3 vacancies
 3. At this point, we are more stable but the national market continued to be challenging, and we all need to work on fostering a more collegial work environment
 4. Expectation of having the same RA team long-term is not typical due to national market
 5. Work with your URA and not around URA. Try to extend grace and have patience.
 - Infrastructure improvement ... in progress
 1. Salary charges on grants
 - a. New labor distribution module with PPM integration is in progress
 2. Procurement update
 - a. URA access to a “clearing” account
 3. Business Transformation

- a. New FA and FM roles are in progress
 - 4. Research IT
 - a. New director of Research IT in OVPR—in progress
 - 5. Changes going to be implemented first week of April
 - a. Changes: Costing entered by depts FAs/FMs, in-system review and approval process, built in project controls, ability to enter costing for any period (not tied to payroll cycle).
 - b. FAs/FMs should be fully staffed by end of May 2024
- Labor Project Objectives
 1. Simplify communication. Someone in department will manage costing for entire department: Single point of contact for all GA, undergrad, project manager, costs, etc.
 2. Eliminate duplicate effort. Workflow improved and are coming.
 3. Leverage system functionality; direct connection to budgets. Approval steps will be added.
 4. Reduce risk of non-compliance. i.e., charging tax or overtime not permitted on a grant. In the future, it will be coded differently.
 5. Increase control over cost. Right now, tied to payroll cycles such as monthly. Improvement of splitting costs on projects.
- Senator question: Accountability and communication. Please email centralized communication channel -email (URA@Baylor.edu) with requests-- and workflow to increase transparency
- Senator question: Sense of community for retention issue for remote? Reoccurring meetings (daily, quarterly) zoom meetings. Also included in-person annual meeting with team-building exercises, training, and recreational activities. FAs/FMs are on-site.
- Senator question: With turnover, is there a way to notify PIs? Yes, there should be proactive communication but some communication has been slower.
- Senator question about our current contract length and implications for summer salary. Baylor has decided to continue 10-month but this conversation has had a lot over the last 12 months. There are benefits to making the change. Seems to be industry standard to have 9-months, and this may be coming to Baylor in the next decade.
- OVPR has a Council of PIs. Senate has a rep: Scott Koziol (Engineering and Computer Science); he is happy to answer questions: Scott_Koziol@baylor.edu
- b. COACHE launch – Senator Collins
 - National benchmarking and peer comparisons, and will be helpful for leadership in order to make improvements. Baylor receives **no raw data**.

- First COACHE survey distributed in 2020.4-year cycle: this spring, we are both in re-assess phase and Year 1 (launch survey).
- Major areas of concern: decision-making processes across all-levels, midcareer uncertainty, experiences of URM faculty, barriers to interdisciplinary research and teaching
- Some data driven [actions](#):
 1. By-laws, required training for division directors and dept chairs
 2. 3rd tier for lecturers created
 3. Dr. Reid as VP Faculty Diversity and Belonging
 4. Mentoring opportunities for URM faculty
- Please communicate support to complete the COACHE survey. It takes up to an hour to complete. High response rate means we can get more things done! We actually have seen change based on these results. Please share that privacy and confidentiality is protected. Please be as specific as you are comfortable, even if it is only in your college.
- Soft close in late March. *Please complete as early as possible.*
- Please spend time on the free-response question. The text is analyzed as well. This may come to the university. Do not self-identify in these comments if you wish to remain anonymous
- Senator question: Perhaps COACHE-like survey with donors to get information about funding priorities.

V. Reports: 4:30 p.m.

a. EC Meeting and Provost/EC Meeting (Senate Chair)

- Discussed communication about Piper Center closing for summer months. Dean Carter and Cassidy Orand shared process of decision-making. Piper now starts August 7 and eliminated professional development dates throughout the year. 10-month calendar is hoped to help with retention of their teachers.
- VPFA developed guidelines for Teaching Professor promotion. It was sent to Deans and should be making its way to Chairs.
 1. In those guidelines, it does not have terminal degree as requirement for promotion to Teaching Professor. It is up to department and college to decide, but it is encouraged, especially moving forward. Departments could spend professional development (travel) funding to help senior lecturers get their terminal degree.
 2. Senator question: Waiver for terminal degree under tuition remission. Senate Chair will ask, and also shared it may be taxable benefit.
 3. COACH survey discussion. Chair shared that the Provost is data-driven. COACHE provides invaluable information.

b. Business Officer Meeting (Senate Chair)

- There are additional Interfolio modules that the University will bring online and which will eventually replace Digital Measures, first for tenure and promotion (currently testing) and later for annual evaluation. This should mean less data entry as it's an Elsevier product and can scrape some data there.
- Streamlining office for summer pay, making work to streamline vendor process. In process of implementing standard language for contracts.
- Where do course fees go? Course Fees go to the School. Please reach out to your College if you need funds to support teaching/laboratory activities.
- 80% of FA/FM positions have been filled!

c. Elections Commission (Senator Malavanti)

- We met with ITS to discuss timeline for the election in March. We received the census. Currently undergoing review of # seats up for election and which units. Some units may have added seats.
- January 29 (per bylaws, 5 weeks before spring break): Email will go out to ALL faculty with # positions open, who, if anyone, is running again, and calling for nominations
- Please note:
 1. Bylaws update in 2023: associate deans will not be eligible for election to Senate.
 2. Nominate your colleagues!

VI. Unfinished Business: 4:45 p.m.

a. Update: Summer pay for UPDs/GPDs in A&S specifically

- We heard it is in the form of Summer stipend. Please contact your chair if you have not heard this and you are a UPD/GPD in A&S.
- Please also share with Senate Chair Chevis if you have questions about this.

VII. New Business: 4:50 p.m.

a. Items from the floor

- Senator Collins: Shift in policy for international students: The students MUST have American-based carrier for health insurance, which increases cost from \$250 to \$800 *per semester*. This may affect international graduate research assistants or faculty as well. CGE may be able to reimburse cost of European policy. This is a significant change in costs, though.
 1. Senator question: Is this what our American students are paying? Answer: Yes, we think so but don't know specifically.
 2. Direct questions to Senator Collins, who will collect this information

- Senator ____: Concerned about online class receiving the same course evaluation as face-to-face course. Could there be online course evals be different?
 1. Answer: No, they have to be given the same evaluation from the University. One Senator worked with Learning Design to embed a Qualtrics survey with more specific questions.
 2. This is also a problem for students on internship, etc.
- Senator Malavanti: After reviewing the University-wide promotion to teaching professor document, can the Senate to request for University Policy Committee for Teaching Professor promotion, Clinical Professor, Professor promotion. Right now, existing policy states the Dean that makes a decision for someone to go forward with the process and decided whether to approve the candidate after the department recommends.
 1. MidCareer Uncertainty Committee is looking at this. Could apply to tenure line and all 3rd rank, even for promotion to 2nd level for NTT lines.
 2. AAUP and ACE standards say these decisions should be made by faculty and not administrators. Administrators should be in concurrence with faculty decision-making. Our existing policies seem to be contradictory to these standards.

VIII. Announcements: 4:59 p.m.

a. Reminders:

- ATL Director position apps open to 1/28; COACHE launch 2/15
 1. Clarification: Promoted Clinicals can also apply!
- **February 20th meeting: FOSTER 250**, reception with President, Provost, and Board of Regents Chair immediately preceding meeting, **3 p.m.** Meeting starts at 3:30.

IX. Adjourned: 5:02 p.m.