

**Baylor University Faculty Senate Meeting Agenda  
Foster 143/144**

**October 10, 2023**

**3:30 pm-5:00 pm**

Present: Gia Chevis, Sarah Ford, Holly Collins, Karena Malavanti, Kayla Collins, Hope Johnston, Matthew Piech, Jeffrey Olafsen, Stanton Greer, Sinai Wood, LesLee Funderburk, Jessica Peck (sub), Adrienne Duvall, Erin Killingsworth, Sara Alexander, Bruce Evans, Tamara Hodges, George Cobb, Kevin Tankersley, Anzhong Wong, Elesha Coffman, Bradley Bolen, Derek Dodson, Erica Ancira (sub), Matthea Williams, Joel Weaver, Elissa Madden, Lotte Bostick, Sam Perry, Jeremy Counsellor, Haylee Beard, Eric Swan, Jill Klentzman, Lauren Weber (sub), Lynn Tatum, Bridget Fuselier, Christy Gantt, Ann McGlashan, Rizalia Klausmeyer, Rebecca Thornton, Ron Morgan, Michael Long, Bob Kane, Scott Koziol

Absent: Jamie Van Eyck, Emily Hunter

- I. Call to Order: 3:30 p.m.
- II. Invocation: 3:31 p.m. (Senator Coffman)
- III. Approval of May and September Minutes (Senator Malavanti): 3:32 p.m.
  - a. Senator Collins moves, Senator Duvall seconds. Motion unanimously approved.
- IV. Guests:
  - a. Jeffry Archer, Dean of Libraries, Museums, and the Press: 3:33 p.m.
    - First 2 floors of the Jones/Moody Libraries should be cleared of collections for student space. Goal is to keep what is unique/ areas of distinction. Some texts are in trusts.
    - Collection Management:  
<https://library.web.baylor.edu/collectionmanagement>
    - Stanford withdrew from ARL (Association of Research Libraries) in early 2010s
    - Options:
      1. Possibility of joining the joint archive 'Texas System' facility in Bryan (Texas A&M and UT Austin).
      2. Building our own facility would cost 14 million plus personnel costs.
        - a. Including the Mayborn materials would add ~ 6 million in costs
      3. Systematic examination of current collection. Non-circulating text in the last 20 years may be up to donation.
        - a. Donating cost \$5 per item
    - Now more content is available due to e-preferred status. We trigger the purchase of e-books with downloading a chapter or book.

- b. Senator question: How does this affect special collections?
  - Answer: this should help expand the special collection materials
- c. Senator question: How does this affect Mayborn's continued need for storage?
  - Answer: This does not affect it. Dean Archer will continue to work with Mayborn, who needs this for accreditation. They are still in need.
  - Urged monograph researcher to use WorldCat
- d. Senator question: Bound Periodicals don't show up in circulation records. How do we record their use?
  - In-house use are scanned and recorded as used
- e. Senator question: How do faculty get in contact with you about this process?
  - Talk to department liaison librarian so they can be leading for their area
  - Please also email Dean Archer, he would be happy to talk with departments
- f. Senator question: What is the process for where they will go? How will students access them?
  - There are shelves and people can walk through the aisles.
  - They are being recycled. Children's books have been going to Mayborn and being donated through Reading hours on Fridays.

V. Reports: 4:00 p.m.

- a. Executive Committee Meeting (Senate Chair)
  - Met to discuss Provost/EC meeting
- b. Provost/EC Meeting (Senate Chair)
  - Priority list discussed and will work to develop specific action items
    1. VPFA would like to prioritize workload of clinical faculty first, and is looking forward to Senate's report on Midcareer Uncertainty
    2. Third tier update: one last check before final announcement
      - a. There will be due dates by departments soon
  - No increased budgets, but operational budgets are in one pot and Chairs should be able to re-allocate funds for travels.
    1. Concerned about travel budget? Talk with Chair and advocate for Chair to talk with Dean to ask for money
  - Provost wants names of who is using improper use of student evaluations (only metric being used for teaching, and copy & pasting from student evals). Please be specific.
  - Meeting with OGC and Title IX Policy in September
    1. Overall discussion was that there is no change in Title IV policy. All students would be protected under our policy. Concerns are taken seriously and would investigate.
    2. EC asked for them to include all protected groups. OGC said they would consider.

3. Religious Exemption Letter to DoE was required because of lawsuits/litigation concerns
    - a. 4 out of 5 said the Policy itself was harassment
  4. Title IX Coordinator would be happy to meet with groups
  5. BU-PP 024 also covers many of these concerns and is looking for action items if policy violated
- We have always been on 10-month contracts but date of availability was lost once the dates disappeared in the contracts
- c. HR Meeting (Senate Chair) & HR Advisory Committee (Senator Hunter)
    - Open enrollment starts soon
    - There are now 5 ERG: BFSA, LFSA, JFSA, MCFSA, AAPIFSA
    - F/S Appreciation Night: Zootopia, More Food Trucks, will have gifts
    - If you have an Out-of-Network Provider, UMR was still covering for all of 2023. That stops on 1/1/24. If you have an out-of-network provider, talk to them or HR about this. They are happy to help Cassidy Orand would be contact. They will reach out to employees. Other area business, etc., have now switched to UMR.
    - Retirement committee has adopted recommendation. New hires are automatically /default enrolled at 3%. Baylor's 10.8% is still there.
    - Senator Question: Can you find out why retirement process requires no promotion?
  - d. Business Office Meeting (Senator Chevis)
    - Hiring meals question from last time. Guidance meant no spouses. No University policies have not changed ("No more than 4" and "Use Macamillan"), but perhaps was an Academic Unit policy, which can occur. If Division or Unit has made a change, this must have been at the Unit level.
    - Flat operating budgets: Some potential for increased travel monies because they are reviewing LT contracts and trying to free up the overages for departments to re-allocate within their discretion
    - New contract negotiations: 6 different RFPs (dining, custodial, equipment, etc). In process of reviewing proposals and then will make recommendations. Will also negotiate with finalist. Recommendation in mid-January so BoR can vote in February.
    - New Travel Management Company: CTP is supposed to be real easy to use. A&S will be the last to get it and will get it in April. Rollout in late October through April.
  - e. Faculty Regent Nominations (Senator Ford)
    - 36 nominations, 2 did not meet qualifications, 21 declined, 13 complete nominations. All Senators will receive a link to Box with candidate materials. Please note: Slate is privileged information.

- Now until 11/10, must vote for 8. Then 8 will be sent to Provost, who will take the number to 4 who will proceed.
  - Senator question: Why are non-tenured faculty excluded. Answer: Might have to do with job protection? Also, regents wrote the requirements.
- f. Associate Professor Outreach Committee (Senator Coffman)
- Committee has met and will do research on peer & aspirant institutions, for Power 5 privates and TX institutions:
    1. Is there a promotions committee (for 3<sup>rd</sup> rank)?
    2. Is there 1 policy for all divisions and school?
    3. Is there an appeals/grievance policy?
    4. Etc.
- VI. Unfinished Business: 4:31 p.m.
- a. Senate Constitution and Bylaws Review Committee
- Chaired by Senator Long. Committee includes: Senators Counseller, K. Collins, and Duvall
- b. Adjunct policy revision
- Senator Chevis reports: Provost's Office says there is ongoing discussions with Deans to make things more consistent across units. It is supposed to be "support of Baylor's Christian Mission" and not a statement of faith and Provost-level interview.
- VII. New Business: 4:33 p.m.
- a. Course materials costs for students
- VPFA reports concern about out-of-pocket costs and transparency of costs. Concerned about inconsistency across sections. Gathering information from bookstore and from Faculty. All materials (textbook, lab safety equipment, paintbrushes, software, etc). Nowhere close to making a new policy about this.
  - There is a \$25 software threshold. Software purchases by students must be approved by IT. If it costs more than \$25, it goes to VPUE office to examine. May re-calibrate this number.
  - If you hear of anything, please relay to Senator Chevis.
- b. Check-in on CARA training and process
- Kevin Chambliss would like to know how this is going.
    1. Senator report issues even among emails versus what is being said in Training (such as Journal reviewing for no payment, Consultant vs Board in same entity could not be separate, Cara help email seems to not being responded to, No ability to edit, disclosing spouse separately may have helped. Some reports of it being easy to use. Default is to report everything instead of possible conflict of interests. Why does Baylor need to know what

we do outside of 10-month contract unless there is a potential for conflict of interest?

- Senator Chevis will convey concerns

c. Check-in on OVPR processes and interactions

- Senator comments:

1. Colleagues (PSY/NSC, Speech pathology/Robbins, Biology) are having a nightmare dealing with URAs at all levels (early career faculty to associate professors to experienced full faculty)
2. Kevin Chambliss indicated stability coming at the Academic Leadership Seminar in August, but this has not materialized.
3. Issues with getting grants to be accounted for
4. 6<sup>th</sup> URA in a year on the same federal grant. URA said "I know nothing"
  - a. They are not communicating with each other when passing on grants
5. Colleague applying for DoE title XI grant, and URA was working remote and did not know any processes for OVPR timeline and processes
6. Senator reports that URA meetings are not accurate and largely unhelpful, except end-of-grant meeting
7. Site inspection for clinic at Law School. 7 different URAs had worked with her and no one could help with the questions. Internal processes at Baylor made it so that Senator had to write a check back to Foundation.
8. 5 investigators had to give money back to sponsors (>\$100,000). A lot of that money was because faculty buy-outs were improperly coded and grant was not charged. These are real problems.
9. Other items? Please contact Senator Chevis

d. Items from the floor for next time

- Concerns about Saturday finals, lack of clerical support, lack of building access, feeling unsafe, students have threatened her and no one was around, religious freedom problem for some students and faculty.
- We have a well-functioning shared governance here at Baylor!

VIII. Announcements: 4:58 p.m.

- a. Guests next meeting: Provost Brickhouse, Susan Anz, Brett Powell
- b. Election Day: Hurd Welcome Center can be used for day of voting as a Non-precinct location for McLennan County

IX. Meeting Adjourned 5:00 p.m. (Motioned, seconded, approved)

