

Baylor University Faculty Senate Meeting Agenda
Foster 143/144

March 19, 2024
3:30pm-5:00pm

Absent: Rebecca Thornton, George Cobb, Michael Long, Jamie Van Eyck, Matthew Laube, Kayla Collins

- I. Call to Order: 3:30 p.m.
- II. Invocation: (Senator McGlashan) 3:30 p.m.
- III. Approval of February Minutes (Senator Malavanti): 3:32 p.m. Unanimously approved
- IV. Guests:
 - a. Kevin Pinney, Faculty Ombudsperson – 3:33 p.m. Described the role and answered questions related to why he wanted to serve in this role. Ideal qualities include empathy, who has experience with policy, help folks get to policy for resolutions. Time commitment is highly variable, on average 20-25 folks a year (sometimes less). Applications for next Faculty Ombudsperson are open! Tenured faculty are eligible and should apply if interested.
 - b. Laura Johnson, AVP for Equity and Title IX Coordinator – 3:40 p.m. Described how this [office](#) gives oversight for civil rights and sexual & interpersonal misconduct policies as well as the processes of complaints, investigations. Process takes about 4 months.
 - Senator asked about Lariat editorial, response, and response from editorial board. She would like to clarify that her office has worked closely with the Lariat. Faculty can help by sharing educational resources the office provides for students.
 - Senator asked about role of this office with Registrar Office. The Federal Law is clear about not limiting participation of alleged respondent in courses with a complainant unless interim measure.
 - Senator asked about exemption letter to DoE. This has not affected policy, even after the exemption.
 - Senator relayed issue with adjunct reported by students. Due to privacy issues, office does not reach out to confirm or update on the complaint.
 - c. Wes Null, Vice Provost for Undergraduate Education and Academic Affairs; Michelle Johnson, University Registrar; Michelle Galvan, Assistant University Registrar and Process Analyst – 4:05 p.m. Attachment was sent by Senate Chair Chevis last week. Last summer, 123 sections didn't have classroom assigned for the fall. Acknowledged space challenges. Major hurdle to get resources for additional educational buildings is proof we are utilizing our current space efficiently. Registrars, with VPUE, worked to research how space is being handled at other institutions. They attended the Big 12 Enrollment meeting, and found out the majority of the primetime capacities are set 50%. They then came to 65%. This

was in Provost Newsletter. Should have been communicated to Dept Chairs and Schedulers via Associate Deans for Undergrad Studies in each College/School. Currently at 91% scheduled, usually only 70% at this time; this is huge! And there is room for improvement. 65% is a goal.

- Senator question about impact on families as it related to drop-off/ pick-up, paying for babysitters, etc.
 1. Response was about new flexibility as it related to evening classes. Some exceptions can be made.
- Senator comment about some faculty being hesitant to ask for specific teaching times due to caregiver needs for children or aging parents.
- Senator question—is the reason for this that no one was teaching at 8am.
 1. Response: Yes. And this is not working.
- Registrar comment: Plus departments were refusing to teaching in other building
- Senator question. Who is the decision-maker? Who has priority for certain classrooms?
 1. Schedulers work with department. University tries to schedule space based on university needs (enrollment management, maximize space for classes; to be good stewards of the space). Some are managed by certain departments. Example: Tidwell.
- Senator comment: Taking into account travel time from one building to another across campus. Reduces time spent after class talking to students.
 1. Registrar's office does try to accommodate those requests and take that into account.
- Senator comment: Intramural, co-curricular, or extracurricular activities occur in the afternoon or evenings. Could this be an issue especially for freshmen or sophomores?
 1. Let's see if that becomes an issue.
- Senator comment: Students don't want the options at 8 am or late afternoons. At what point does the university invest in new classroom space? These 8am and late afternoon times are tough on faculty and students.
 1. Using the space efficiently will help with this argument.
- Registrar comment: This impacts retention and graduation plans. Plus building a new building takes time. Can possibly use online.
 1. Senator comment: Some units have instructed departments not to hire adjuncts for OL. VPUE can visit with Colleges.

V. Reports: 4:35 p.m.

- a. Executive Committee Meeting (Senate Chair); Provost/EC Meeting (Senate Chair)

- Emeritus status updated to include retired NTT promoted faculty.
- Following up from February President/Provost discussion on question about bright-line “allowed percentages” for faculty annual evaluations, President/Provost response that there are no maximums. Confusion might be from some units not using the right form. Percentages should not be on it. Even on current form, some units are taking a more literal interpretation than was meant. They are meant as guidelines for different ratings. Not supposed to be a forced curve system. They will continue to have discussions with Deans and Chairs. Also discussed with VPFA redoing the guidelines to be clearer. Essentially, these contribute to merit raises. They will go back to make sure everyone is using the right form. Discussion is ongoing.
 1. Senator comment: Email from Assoc. Dean included information about specific cut-offs for higher ratings. Some are told % are set by HR. Request to send information to Senate Chair Chevis.
 2. Senator comment: Some faculty are disillusioned. Even “fixing” how some of the teaching evaluation area will not help because most faculty are in “effective”
 3. Senator comment: Information shared as word-of-mouth. Only 1% can be outstanding.
- Mentorship related to crafting teaching professor narratives. Chairs can help for all promotion narratives, VPFA will communicate with ATL for workshops.
- Process for B.Phil degree. Wanted to emphasize that this degree has not been approved yet. Chair had follow-up call with VPUE. Ideally, there would be a lot of groundwork before program is added to CIM system. Each college has its own curriculum committee. Hopefully there is enough transparency in CIM. In CIM, there is a check-box for if departments were consulted. Long-standing request before UUCC/ VPUE that there needs to be letter of support/concern from each department affected. Specifically for this, more discussions will happen.
- Now that admin is stable and there is a good relationship with faculty, what about faculty regent qualifications? Required to be tenured, promoted faculty to be faculty regent, and effectively 12 years of service. Might need to rethink #years or if promoted faculty would be okay to broaden the pool.
 1. Response: This is BOR policy. Tenure offers protection, especially in times of trouble. Cautious.
- Provost comments:
 1. Procurement working on vendor set up, etc.
 2. Has been happy with COACHE survey response rate. Encourage colleagues to respond.

3. Please brainstorm on Retirement reception. Half of those eligible to attend do not attend. Faculty Senate had asked to reinstate after years of not offering it. Expensive event that has low attendance. Ideas?

- a. Departments/College could possibly honor?
- b. Send to Senate Chair Chevis
- c. Senator comment: Perhaps this is due to lack of advertisement of the event. Depts could be told about it in advance.

• Response to Senate Qs:

1. Chair evals should be confidential. Please follow-up with VPFA if this has happened (outside of Qualtrics, for example)
2. Allocation of lab space: Ombudsperson for conversation
3. No guidance to weights of teaching evaluation in annual performance. VPFA will explore.
 - a. Senator question: Is there any obligation to be transparency in these weights? Is this part of the conversation?

4. Dates of availability should be clear in contracts going forward, week before fall classes start through spring graduation. Contracts come out on May 1.

b. HR Meeting (Senate Chair)

- Help for moving retirees' boxes to home: will provide list of Moving companies; Senate will continue to follow up
- Some questions about Parental leave. 12 weeks FMLA protected leave. Sandy Mozica in HR helps with the form.
 1. Sometimes is not coded properly.
- HR will investigate possibility of pet insurance group discount
- Group health and retirement committee- Some are rolling off. need BGCT and affiliated church members are eligible to serve.

c. Business Officer (Senate Chair)

- Chair Chevis will email about scheduled meeting with Business Office with new CFO. Please send questions in advance.

d. Elections Commission (Senate Chair)

- EC proposes to seat incoming ECS Senator for 3-year term instead of replacement 2-year term. Unanimously approved.

VI. Unfinished Business: None/discussed in reports

VII. New Business: 4:58

- a. Nominating Committee (Senate Chair): Gia Chevis, Holly Collins, Sarah Ford, Karena Malavanti, Joel Weaver, Tamara Hodges.

- b. Nominations sought for members of Policy Committee, publicity chair, secretary, chair-elect.

VIII. Announcements: 5:02 p.m.

- a. Guests next time: Business Office – Financial Update
- b. 'AI in times of Learning' talk is being recorded and will be sent to Senators
- c. *American Eclipse* musical will be held the day before the Eclipse, on Sunday 4/7. Broadway actors involved. Tickets are on sale now!

IX. Adjourn – 5:02 p.m.