

Baylor University Faculty Senate Meeting Minutes
Kayser Auditorium, Hankamer Building

May 7, 2024
2:00pm-5:00pm

Absent: Bradley Bolen, Erica Ancira, Matthew Laube, Bob Kane, Sara Alexander

Guests: Incoming Senators Teresa Bachman, Cristian Bratu, Trey Cade, Adrienne Cain Darough, Alfredo Colman, Jane Damron, Ian Gravagne, Lee Ann James, Brenda Jones Davis, Antonio Macias, Cindy Riemenschneider, Michele Stover, Eric Swan, Kelly Ylitalo

- I. Meeting Called to Order: 2:00 p.m.
- II. Invocation: (Senator Piech) 2:02 p.m.
- III. Approval of April Minutes (Senator Malavanti): 2:04 p.m. Unanimously approved.
- IV. Guests: 2:05 p.m.
 - a. Welcome New Senators!
- V. Reports: 2:08 p.m.
 - a. Executive Committee (EC) Meetings (Senate Chair)
 - Discussed agenda items for meeting and Provost/EC meeting.
 - b. Provost/EC Meeting (Senate Chair)
 - Provost update:
 1. Departmental Bylaws are being sent to Vice Provost for Faculty Affairs (VPFA). Provost Office is conducting a review.
 2. VPFA is doing trainings about microaggressions via dept visits and brown bags. Please email her to schedule.
 3. Years that end in 4 or 9 mean that Master Teacher nominations are due. Information is set to go out in Provost newsletter this month.
 4. Appreciation to Senate about Ombudsperson nominations. Several folks have applied. Ombuds should be appointed by end of May.
 5. Board of Regents meeting next week: major goal is affirmation of strategic plan. Summer: College and Vice Provosts need to make a strategic plan as well. Major work on strategic plan will not start until Fall. Kick-off for the new strategic plan will be fall faculty meeting in Hurd on 9/5 afternoon. Attendance by faculty is strongly encouraged. Rough plan: fall faculty meeting will be in-person, spring faculty meeting will be online.

6. David Brooks will be on campus on 9/10 and will have a talk related to civil discourse and relationships, most recent book is "How to Know a Person"
 7. VPFA will review teaching professor deadlines
 8. Provost Office wanted to relay that there are some changes are being done to responsibilities of URAs, specifically in regards to the financials. Hopefully this will help reduce turn-over and increase stability.
 - a. Senator question: any thought to staff these positions with spousal hires or foreign visa spouses?
 - i. Senate Chair will forward along the idea.
- Annual Contracts don't have dates of appointment, which meant some questions were sent to Senator Chevis. She asked the VPFA, who responded: In reviewing for a way to add dates, they found some issues about language / wording, including dates. They will be conducting a holistic review.
 1. Senator Question: What are the dates of appointment?
Response: The week before semester starts through May commencement.
 - Teaching professor guidelines: Question about template wording for the third external letter, which included "Familiar with the candidate's teaching." What does this mean?
 1. VPFA clarified that it could be someone in their network, it can also be someone familiar after receiving the promotion dossier. It doesn't have to be a pre-existing
 - Accessibility of College-Level policies. Examples were given.
 1. Provost response: There may some college-level policies that are practices or guidelines (not policy) and which may conflict with university policy. Provost will review with the Deans.
- c. HR Meeting (Senate Chair)
 - Saturday 11/9 will be Faculty/Staff Appreciation Night. Please share ideas for ideas to engage older kids or the gifts.
 - They are looking into pet insurance as a group rate (not subsidized). Perhaps a trusted providers list.
 - d. Committee on Committees Committee Meeting (Senate Chair)
 - Senate Chair Chevis will make sure Faculty Senate appointments for these committees get staffed over the summer. Please do check your emails.
- VI. Unfinished Business: 2:26 p.m.
- a. Bylaws revision (Senator Long)

- Cleans up language related to remote faculty (BU-PP 045), meeting attendance, guest attendance, substitution policy, clarified language about executive session, ability to move online or hybrid, and clarified wording on Publicity Officer duties to post the minutes
 - Senator question about in-person vs virtual attendance as it related to remote faculty designation by university
 1. Everyone else is expected to attend in-person unless specified as remote faculty by Provost Office (BU-PP 045). Virtual will be set up with the remote faculty.
 - Senator comment that Drupal website is not user friendly.
 - Senator question: Is this the second reading so that we can vote today?
 1. Senate Chair: Yes. Our first reading was in April
 - Senator ___ moved. Senator Weber seconded. Unanimously approved by Senators
- b. Suggestions for BUPP 702 and associated procedures (Senator Coffman)
- Feedback and discussion about BU-PP 702 and associated procedures. Substance not editing.
 - Senator comment: all 3 documents have similar information (for seeking redress related to promotion). BU-PP 702 language preferred. Suggestion to reconcile with BU-PP 702.
 1. Senator Coffman clarified that language was meant to be the same.
 2. Senator Chevis also clarified that BU-PP necessitates more broad language for university-level policy.
 - Senator question: Is there intent for this committee to be included in clinical and lecturer policy and procedures?
 1. Senator Coffman: Yes, provisionally.
 2. Senator Chevis also clarified that there is not university committee for promotion currently, for any of the tracks. This would be a change.
 3. Senator question about dead link for clinical procedures
 - a. Senator Chevis will relay to Provost that this link is inaccessible. Senator Malavanti sent the link to this Senator.
 - Motion to move to suggest these changes Senator H Collins. moved, Seconded by Senator Ford. Unanimously approved.
- c. Suggestions for BUPP 723/ Faculty Ombuds Policy (Senate Chair)
- VPFA is already working her way through some older policies such as this.
 - Our suggestions were related to expanding the number of eligible faculty to include all promoted faculty.

- Senator question: Why are retired faculty eligible?
 1. Response: They know the university
- Senator question: Why add the list of specific titles? All promotions could be eligible.
 1. Senator response: There is technically a promotion from Clinical Instructor to Clinical Assistant Professor, so this list clarifies who would be eligible.
- Senator question: Is research background necessary?
 1. Senator comment: Research background is not required for the ombuds job duties.
 2. Senator comment: Key part is ability to listen, brainstorm resources, etc.
- Senator question: Compensation for retirees?
 1. Senate Chair Chevis: Stipend still granted, but no course release.
- Senator H. Collins and Senator Ford seconded
 1. Motion carries. 1 opposed.

VII. New Business: 2:56p.m.

- a. Election of 2024-2025 Officers (Executive Session)
 - Motion passed.
- b. Replacement for Senator McGlashan for the fall 2024 semester: Gabrielle Miller
 - Senator H. Collins moved. Senator Madden seconds
 - Unanimously approved.
- c. Resolution Honoring Dr. Brian Raines (Senator Malavanti)
 - Senator Long moved. Senator Tankersley seconded.
 - Unanimously approved.
- d. Thank You, outgoing Senators (Plaques)
- e. Thank you to Senate Chair Chevis

VIII. Announcements: 3:08 p.m.

- a. Reminder: Senators serve until July 31. Please do keep an eye out just in case.
- b. Pre-survey will be sent out by email before the fall semester for Senate Priority items
- c. Senate retreat will be held on campus on Saturday August 24th

IX. Adjourn: 3:10 p.m.

- a. Senator Collins motions and Senator Perry seconds. Unanimously approved.