

Faculty Senate Policy Committee
Meeting Notes
March 5, 2012
3:30-5:00 p.m.

Members Present: Richard Holder (Chair), Floyd Kezele, Jackie Hood, and Tim Lowrey

Members Absent: Martha Muller (excused), and Ex-Officio member Jane Slaughter (excused), and Irene Vasquez (excused)

Guests Present: Faculty Senate President Tim Ross

Staff Present: Melanie Baise, Rick Holmes, and Vivian Valencia

1. The January 23, 2012, meeting notes were approved.

2. Faculty Workload

The Operations Committee approves of the Faculty Workload revision concept. Faculty and administrators will need to be educated about what the numbers mean. The proposal should be presented to the Dean's Council. Faculty Senate President Tim Ross will get it on a Dean's Council agenda.

Tim Lowrey had three minor changes:

- i. Remove 'disciplinary' and replace with 'departments' or 'academic units.'
- ii. Change 'professorial faculty' to 'tenured and probationary faculty, including the branch campuses, but excluding the Health Sciences Center.'
- iii. Remove the word 'classes' in the first sentence of the second paragraph.

With the above corrections included, the policy is ready for the deans to consider. It should come back to the Policy Committee before it is sent to any other Senate committees. Other committees that were suggested to review the draft are the Research Policy Committee and the Teaching Enhancement Committee. FS President Tim Ross asked members to email him suggestions of other committees that should review it.

Reference to the formula used by the Office of the Provost will be included; it will be the same clause as the original.

Rick Holmes will send a clean editable copy of the draft to Tim Ross for the Dean's Council.

3. Endowed Chair Policy

Faculty Senate Past President Richard Wood took the bullet list created by Chair Rich Holder and the draft by FS President Tim Ross and created the present revision.

Money limits should be described in a Board of Regents Policy. Whatever money is involved in the endowment should go to supporting the faculty. FS President Tim Ross reviewed the Faculty Handbook and explained that there are about 15 FHB policies that would be affected.

Jackie Hood suggested that endowed professorships be left out of the Endowed Chair Policy.

The Endowed Chair title would be listed as 2.2.6 in Section B of the Faculty Handbook. The policy itself would be in Section C of the FHB.

It was suggested that the Policy Committee scrub the current draft and remove excess and unnecessary language. Jackie Hood will send Rich Holder a list of suggestions and he will revise and the draft and send it to the Policy Committee.

4. HSC Council Charge

Floyd Kezele moved that if the revision is approved by the Committee on Governance and the HSC Council, it is ready for the senate to consider. Tim Lowrey seconded the motion. The motion was unanimously approved.

5. Policy on Policies

Vivian Valencia presented a draft Policy on Policies. She reviewed similar policies from other universities. She started with the University Business Policy and Procedures (UBPPM) processes. She explained that the FHB Policy on Policies should mirror the UBPPM as closely as possible. One aspect that should remain the same is the feedback period for comments and suggestions.

Vivian added that she needs faculty help to find a way to determine the stakeholders early in the process. She feels that it is best to cast a broader net by posting it to a website and then eliminate the unnecessary. Rich Holder replied that the Policy Committee can assist in finding other stakeholders if necessary.

Vivian asked committee members to send her language suggestions.

The policy will be sent to deans and chairs after the Policy Committee. Ultimately, the policy will need Faculty Senate action.

Vivian will draft a mechanism to announce Faculty Handbook Policy changes. It must be a university-wide type communication rather than a news minute.

6. New Business

No new business was raised.

7. Meeting Adjourned at 4:51 pm.