

**MSU Faculty Senate  
March 2021 Minutes**

The 2020-2021 MSU Faculty Senate met at 3:00 PM on March 11, 2021 via Zoom.

**Senators present:**

Chuck Bultena	Erica Judie	Morgan Page
Dave Carlston	Attapol Kuanliang	John Schulze
Sarah Cobb	Adam Lei	Beverly Stiles
Eduardo Colmenares	Marcos Lopez	Christopher Vivio
Mary Draper	Janise McIntyre	Lynette Watts
Catherine Gaharan	Kelly Medellin	Tiffany Ziegler
Timothy Hinchman	Karen Moriarty	
Tina Johnson	Michael Olson	

**Guests:**

Dr. James Johnston (Provost and Vice President for Academic Affairs)

Mr. Kyle Owen (Associate Vice President for Facilities Services)

Dr. Matt Capps (Dean, West College of Education)

Call to order: 3:00 PM

***Housekeeping:***

Dr. Marcos Lopez made a motion to accept the February minutes and Dr. Timothy Hinchman accepted the motion.

***Current Business:***

**1. Tenure and Promotion Taskforce Update – Dr. Matt Capps**

The goal of the T&P Taskforce was to review the current guidelines and get those guidelines through an approval process before September. The taskforce has been working on that goal since before Christmas break. They would like to move away from a heavy emphasis on research and publications, and place more emphasis on teaching as a primary responsibility. In the new guidelines, the section on scholarly and creative recognition will combine all three research areas. Teaching was made up of four sections and will now be three sections. The service section will stipulate service to MSU and service to the profession.

A T&P guiding principle is collegiality in teaching; collegiality in service may be a component of collegiality.

Reps from each college need feedback on the latest version of the T&P guidelines. Reps for each college include: Elizabeth Lewandowski [Theatre], Susan Anders [Accounting], Christina McIntyre [C&L], Soon-Mi Choi [ATEP], Lynette Watts [RADS], Tiffany Ziegler [HIST], Sally Henschel [ENGL], Jeff Hood [MATH], Terry Griffin [CMPS]

Dr. Lynette Watts asked, “Will be the rationale for grade distribution be dropped?” That is still up for discussion amongst committee members.

## **2. Budget Oversight Committee Update – Sarah Cobb**

Dr. Sarah Cobb said that funding diversity and inclusion efforts is a priority for the committee. The committee also sees a need to support recruiting and retention by allocating funds. The committee is meeting every week and working out the details of said concerns.

## **3. Shared Governance Policy – Barry Macha & Dr. James Johnston**

Dr. Dave Carlston spoke on behalf of the Shared Governance Policy. The current policy says staff and faculty senate are “advisory when appropriate.” Dave asked if we remove that clause. He made a motion to approve the policy with that amendment and Dr. Adam Lei seconded it.

Dr. Lei asked if MSU keeps a record of violations of policies and is there a follow up for violations of policies? Dr. Johnston said that if there is a violation of a policy, he believes it goes through Barry Macha’s office. What happens if a faculty reports a violation to a chair? There is currently no formal policy for following up. Dr. Johnston will research this issue and get back to us. He says that at present internal audits are performed.

The issue of policy violations and follow up is one that could be addressed by having an Ombudsperson; that individual could capture policy violations and keep records.

Separate from policy violations process, Dr. Johnston will meet with the policy revision group to adjust wording on office hours policy. The policy shall be stated as seen below.

### **Faculty Office Hours Requirements**

Each faculty member is expected to keep at least **five (5)** office hours **in residence** per week **exclusively for the availability to students. These hours are to be held over three (3) different days of the week as determined by the department chairs and the dean of each college, working in conjunction with faculty.** A schedule of these hours must be posted **and made available to students.**

## **4. Facilities Policies – Kyle Owen**

Kyle Owen presented our current Risk Management Policy and stated that MSU will be adopting much of Angelo State’s Risk Management policy and tailoring it to meet our university’s needs. Angelo State is also a sister school of TTU. Kyle is hoping to get revisions to our current policy in by May, and by August at the very latest. Dr. Dave

Carlston made a motion to pass the policy. Dr. Lopez seconded it. The motion was passed.

## **5. Workload Task Force Report – Dr. Tim Hinchman**

Dr. Hinchman presented an entertaining slideshow explaining the Workload Task Force Report. Some of the highlights include that faculty will have power to negotiate their workload through an appeals process with their chair. This process must be completed within 15 days of the faculty meeting with the chair to discuss an appeal.

With regard to the Faculty Workload Agreement, colleges will make adjustments if they can. If they can't, revert back to the university policy. Dr. Adam Lei asked, "Why would a chair negotiate?"

Dr. Hinchman stated that this new workload task force policy should give us more bargaining power as faculty. It allows for every college to negotiate workload policy within newly introduced framework.

Dr. Bultena brought up that this negotiating policy may affect accreditation in the long run. Dr. Hinchman stated that the negotiating policy is only an option meant to assist faculty and not mandatory policy.

Dr. Mary Draper suggested that all new faculty should get a course release for developing their curriculum.

Dr. Dave Carlston made a motion that we pursue this flexible workload model with the Provost and Deans. Dr. Tiffany Zeigler seconded the motion.

## **6. Elections Discussion**

Dr. Dave Carlston requested that senators collect election results from deans for each college prior to the April meeting.

### ***Old Business:***

#### **Committee and Other Reports:**

##### **1. Administrative Council (Dr. Carlston):**

Have not met.

##### **2. Board of Regents (Dr. Carlston):**

Have not met.

**3. Academic Council (Dr. Lopez)**

No report

**4. Other active committees:**

No report

**5. Financial Report (Dr. Stiles):**

No report

***New Business:***

The motion to adjourn passed unanimously.

Submitted,  
Morgan Page,  
Faculty Senate Parliamentarian

Dave Carlston,  
Faculty Senate Chair

***Next Meetings:***

The next Faculty Senate Executive Committee Meeting will be at 2 PM, April 2<sup>nd</sup>, Zoom

The next Faculty Senate meeting will be at 3 PM, April 8<sup>th</sup>, [Zoom](#).