



PRAIRIE VIEW A&M UNIVERSITY

A Member of the Texas A&M University System

Faculty Senate Meeting

January 17, 2013 at 3:00pm (O'Banion 123)

MEETING MINUTES

Executive Committee Members in Attendance

Clement Glenn, Speaker
Emmanuel Opara, Vice Speaker
M. Clay Hooper, Secretary
John Williams, Parliamentarian
Ross Wienert, Member-At-Large
Douglas Butler, Member-At-Large
Alice Pendleton, Member-At-Large

Item I: Sign-In By College

College of Agriculture & Human Sciences

Oluwagbeniga Ojumu

College of Arts & Sciences

Innocent Aluka
Cleo Bentley
Orion Ciftja
Max Fontus
Michael Nojeim
Terri Pantuso
Gloria Regisford

College of Architecture

Juanita Jimenez

College of Business

Qiang Fei

College of Education

Clarissa Booker
Douglas Hermond
Albert Johnson

College of Engineering

Warsame Ali
Michael Gyamerah
Sarhan Musa

College of Nursing

Pamela Cormier (ITVN)
Antonea Jackson (ITVN)

Item II: Invocation by Dean Charles H. Lewter

Item III: Guest-Speaker: Corey S. Bradford, Senior Vice President for Business Affairs

- In his comments, Vice President Bradford provided a brief summary of his biography and experience and then outlined his budget philosophy. He noted that budget resources are limited by the increasing competition for a shrinking pool of state resources and that fixed tuition (a new state mandate that will go into effect in the 2014-2015 academic year) will create further obstacles for generating revenue. With limited resources, he asserted that funding decisions should be closely aligned with the university's highest priorities as outlined within the strategic plan and that the faculty senate should have a substantive role in determining the strategic plan. He argued that the university's budget priorities should reflect student-centered priorities, meaning that there will be sacrifices in other funding areas. He noted that the university receives approximately 12,000 applications for admission every year but enrolls about 1,500 new students each year; these enrollment numbers, he argued, must improve if the university is going to meet its goal of

expanding to 12,000 students. As examples of student-centered spending, Vice President Bradford mentioned the following: increases in financial aid, new scholarships to help over 400 more students than previously, enhancing course availability for incoming freshmen, a new 350-bed housing facility for regular students and students with families, the use of revenue from the Instructional Enhancement Fee to create a new tutorial center in the library, improvements to academic labs and other enhancement to information technology on campus, and the implementation of an automated admissions process.

- Senator Hermond recounted incidents in which faculty recommendations/requests for technology spending were ignored, leading to poor decisions, and asked how faculty can have a substantial impact on budget priorities. Vice President Bradford responded that the faculty should be represented on the various committees, like the IT Governance Committee, that make budget decisions.
- Secretary Hooper asked how faculty can access the existing strategic plan and be involved in the process of updating/revising the plan. Vice President Bradford indicated that the strategic plan is available through the TAMUS website and explained that the existing plan was implemented in 2005 and is due to be updated in 2015. He assured the Senate that faculty were heavily involved in the development of the existing plan and will be involved in the upcoming process of developing a new plan.
- Senator Pantuso asked how transfer students will be dealt with under the new fixed tuition system. Vice President Bradford responded that there is flexibility for individual universities to determine how they handle transfers and final decisions for PVAMU have not yet been made.
- Senator Pantuso asked why there are so few admissions out of 12,000 applications. Vice President Bradford explained that, while there are a number of factors, a major factor is that applicants are receiving their award letters after they have already committed to other schools. He explained that delays in sending out award letters are due largely to inefficiencies in the Financial Aid Office.
- Senator Fontus asked what portion of the budget is allocated for faculty development. Vice President Bradford apologized for the fact that he could not provide a specific answer. Senator Hermond asked if funds were provided to the various academic units and earmarked specifically for faculty development and travel. Vice President Bradford confirmed that the colleges do receive funds specifically designated for faculty development and travel and that senators should contact their deans for detailed information about those funds.
- Senator Cormier noted that the nursing faculty is often frustrated in its recruiting efforts by a lack of the most basic recruitment resources (like the ability to design and print professional-looking pamphlets, etc.). Vice President Bradford responded that the university just completed a comprehensive marketing study that revealed a major shortage in spending on marketing. The study found that the university should be spending about \$1.4 million on marketing but is only spending about \$500,000.
- Senator Nojeim asked about what kind of data is available on the 12,000 applicants and 1,500 admits that would allow the university to understand why we are losing so many potential admits each year. Vice President Bradford indicated that he is not aware of any substantial data collection in this area and that this is a major shortcoming in the university's enrollment efforts.
- Senator Ciftja noted that there are regular compensation studies done for administrators but not for faculty. He asked if the Vice President would support a comprehensive compensation study for faculty. Vice President Bradford expressed full support for such a study, indicating the university should certainly invest in such a study.
- Senator Bentley noted that there have been rumors that some colleges received a larger portion of the recent merit raise pool than others and asked if this were true. Vice President Bradford asserted that the merit raise pool was 3% for all colleges, without variation.
- Senator Butler pointed out that compensation for teaching summer courses is currently determined by a flat rate per class and argued that instructors should be paid for summer teaching in a way that is proportional to their regular salary (so that they receive the same compensation for teaching a summer course as they do for teaching a fall or spring course).

- Senator Cormier asked what policies are in place regarding sabbaticals. Vice President Bradford indicated that sabbatical policy falls under academic affairs rather than business affairs, so questions about it should be addressed with the provost.

Item IV: Greetings and Call to Order

- Speaker Glenn called the meeting to order, with a quorum, at 3:53pm.

Item V: Senator Roll Call

Item VI: Discussion and Ratification of Business Items from December Session

- Secretary Hooper summarized the business items that were passed without a quorum in the December session. These items are described in detail on an attached document that was sent via email to all senators prior to the current session. Senator Nojeim moved that the business items be ratified by the current session; Senator Ali seconded. The motion to ratify passed 17 to 1.
- Speaker Glenn provided Senator Booker an opportunity to explain, for the benefit of the Senate body, her objection to the ratification of the December business items. Senator Booker declined to offer an explanation.

Item VII: Approval of Previous Minutes

- Senator Booker objected to the use of the term “bounced around” to describe her comments to President Wright concerning the experience of potential students who call the university for information. She assured the Senate body that she does not use such language and asked that the Senate minutes provide a more accurate account of her actual words in the future.
- Senator Booker objected to the use of the term “argue” to describe her comments on adding the term “mentoring” to the title of the Committee on Enrollment Management, Retention, Matriculation (and Mentoring). She explained that she did not “argue” but rather “expressed serious concerns.” She then repeated her request that the Senate minutes provide a more accurate account of her words in the future.
- Senator Cormier moved to approve the December minutes with the changes petitioned by Senator Booker; Member-At-Large Pendleton seconded. The motion passed 15-0 with one abstention.

Item VIII: Discussion of Senate-Sponsored Faculty Retreat

- Speaker Glenn provided an update on the plans for the upcoming retreat and encouraged all senators to RSVP for the retreat if they had not done so already. He also urged all senators to email all faculty members within the colleges and departments to inform them about the retreat.

Item IX: Discussion of Senate Task Forces

- Vice Speaker Opara described the ongoing effort by the Speaker and himself to create task forces to address issues of enrollment and retention at the university. Speaker Glenn reported that Don Byars, Associate Provost and Vice President for Enrollment Management, mentioned in a recent meeting that enrollment had dropped under 8,000 and that the university is required by TAMUS to increase enrollment to over 9,000 by the fall term of 2014 and over 10,000 by the fall term of 2015. If these goals are not met, budget cuts will follow.
- Senator Hermond noted that in the College of Education there are vacant faculty positions while enrollment is robust. With this in mind, he asked where faculty cuts will be made if the university doesn't meet its overall goals.

- Vice Speaker Opara noted that the College of Engineering is doing a good job of recruiting, and the various colleges must report on their methods to the task force so that ideas can be shared.
- Senator Bentley expressed confusion as to what the task forces are and how many task forces there are. Speaker Glenn clarified that the task forces are different from regular Senate committees in that they will include non-Senate members and be geared to achieving a specific task.
- Senator Aluka asked if all of the task forces are geared toward recruitment and retention. Speaker Glenn responded that there will be task forces for recruitment, retention, and equity compensation and assured the Senate body that the full task force structure will be published to the Senate soon.

Item X: Committee Reports

- **Report on the University Academic Council:** Senator Booker reported that the UAC meets twice per month on the first and third Thursdays from 3pm-5pm on the fifth floor of the library. She provided a list of the various curriculum items that the UAC is currently reviewing.
- **Committee on Committees:** Secretary Hooper reported that the committee is currently reviewing shared governance as it relates to the UAC and to the process for hiring administrators. A request for information about the latter was sent to Albert Gee, Director of Human Resources, but there has been no reply. A request for information about the former was sent to Dr. Felicia Nave, Associate Provost and Vice President for Academic Affairs, as well as to the faculty representatives currently sitting on the Council. These requests have produced information that reveals three important issues related to shared governance and the UAC:
 1. According to its bylaws, the UAC should consist of, at most, four administrators and nine faculty representatives, but it seems to currently consist of eight administrators and nine faculty representatives; and one of the current faculty representatives is an associate dean. Secretary Hooper suggested that, if true, this altered ratio of administrators to faculty representatives violates the intended structure of the UAC as a faculty-led governing body.
 2. All members of the UAC except the Associate Provost and Vice President for Academic Affairs (who serve as the chair of the Council) are subject to term limits, but these term limits are not currently being observed. Several of the sitting members of the Council have served more than the four consecutive years (two consecutive two-year terms) allowed. Secretary Hooper suggested that this limits the flow of fresh perspectives and ideas from the faculty to the UAC and also limits the knowledge and experience that faculty members bring back to their colleges and units through their service on the UAC.
 3. The UAC bylaws stipulate that faculty representatives can be either appointed by their respective deans or elected by the faculty members within their respective schools/colleges; but all current representatives seem to have been appointed by deans. Secretary Hooper suggested the faculty would be better represented by elected representatives and that, with the consent of the Deans' Council, the Senate could organize such elections in conjunction with its own end-of-year elections.

Senator Nojeim expressed serious concern about the ratio of administrators to faculty members on the UAC and about the possibility that an administrator-heavy UAC would change its bylaws to make itself legitimate.

Speaker Glenn asked if the Dean's Council is an actual body that meets on a regular basis and that could be approached with a request to have the Senate organize elections for UAC representatives. Secretary Hooper expressed his intention to investigate the status of the Dean's Council. Senator Ojumu suggested that such a request could be made via email to the deans.

Speaker Glenn suggested that the Committee on Committees try to meet with Dr. Nave to get more information about the UAC and a response to the issues described above.

- **Committee on Research & Faculty Development:** Member-At-Large Butler reported that the committee is soon to meet with Dr. Laurette Foster, Director of the Center for Teaching Excellence, in order to establish cooperation between Senate and the Center on issues of faculty development. Senator Ciftja suggested that the committee also meet with the new Vice President for Research.
- **Ad Hoc Committee on the Faculty Handbook:** Parliamentarian Williams reported that the committee is performing the final review of the revised handbook and requested one or two more volunteers for the committee so that it can better achieve this task. Senator Musa volunteered.
- **Committee on Student Recruitment:** Senator Pantuso reported that she has been in recruitment and retention meetings within the College of Arts & Sciences; the overwhelming theme of these meetings has been that recruitment and retention goals are not being met. She also reported that she is waiting on information from the Office of Enrollment Management regarding the data that is collected on applicants and enrolled students. She is also waiting on information from Corey S. Bradford, Senior Vice President for Business Affairs, on the Opportunity Scholarships that he mentioned in his address to the Senate but for which she has not been able to find any web material.
- **Committee on University Facilities:** Member-At-Large Wienert requested volunteers from various colleges and units to report on the status of recycling facilities and processes within their respective buildings.
- **Committee on Enrollment Management, Retention, Matriculation, and Mentoring:** Speaker Glenn reported that a blue-ribbon committee is being assembled by Dr. Don Byars, Associate Provost for Enrollment Management, to address critical issues related to recruitment and to develop an action plan to send to President Wright. Secretary Hooper asked if the blue-ribbon committee is the same thing as the task force that the Speaker described earlier. Speaker Glenn responded that it is separate from the task force but might overlap. Senator Ojumu asked who the members of the committee are, and Speaker responded that this information would be shared at the Senate-Sponsored Faculty Retreat.
- **Committee on Salaries, Benefits, & Budgets:** Senator Bentley requested information about who should be on the committee and reported that information from Lonestar College indicates that PVAMU is lagging behind the current market for professor salaries.

Item XI: Additional Business

- Senator Bentley noted that the new Senate website contains the minutes from the current academic year but not from previous years. Secretary Hooper responded that he had not removed any material that was carried over from the old website and will look into what happened to the old minutes.
- Senator Pantuso moved to adjourn the meeting. Senator Nojeim seconded. The meeting was adjourned at 5:05pm.