Minutes of the USAO Faculty Association

Tuesday, February 5, 2013

Signed in as present:


I. Call to Order by President, K. Crow, at 11:08 am.

II. Approval of Minutes

Minutes of the 12/04/12 regular meeting of the USAO Faculty Association were delivered electronically by W. Ferrell on 1/31/13. Motion to approve the December 2012 minutes was made by N. Osborn, seconded by Z. Simpson, and passed unanimously.

III. Treasurer’s Report

D. Hanson announced a balance of $935.57.

IV. Committee Reports

A. Faculty Handbook Committee—N. Osborn reported on the request made by the faculty association concerning a change to the faculty handbook which would require an administrator who chooses to reverse or otherwise alter a faculty or staff committee’s recommendation to notify that committee’s chair in writing explaining the decision. The handbook committee deleted the words “or staff” because the handbook committee only makes recommendations concerning the faculty handbook. Also, the committee changed the wording by substituting “any faculty committee” for “a faculty committee.” The faculty association voiced its approval for a change to the faculty handbook which would “require an administrator who chooses to reverse or otherwise alter any faculty committee’s recommendation to notify that committee’s chair in writing explaining the decision.”

a. Curriculum Committee—K. Davis identified that the curriculum committee had seven curriculum change proposals to present to the group. Three were from the Division of Business & Social Sciences and four were from the Division of Arts & Sciences. After discussion of the proposed curriculum changes, J. Loutsch made a motion that we vote to accept the three curriculum changes from the Division of Business & Social Sciences as a group. N. Hector seconded the motion. The vote was taken which included 33 Yes, 5 No, and 0 Abstentions. The motion passed. K. Davis asked K. Crow to discuss proposed curriculum changes. After discussion among the group, Z. Simpson made a motion to accept the curriculum changes;
J. Loutsch seconded the motion. The vote was taken and included 38 Yes, 0 No, and 0 Abstentions.

K. Davis explained the changes for the four curriculum changes from the Division of Arts & Sciences. The first curriculum change was simply changing the name of the Intro to Computer Science course to Intro to Computing. She read the justification for the name change to the group and added that the other curriculum changes were to simply change the name of the class in the course requirements of the three additional curriculum changes. J. Loutsch motioned that we vote on the four curriculum changes as a group; N. Osborn seconded the motion and a vote was taken. 38 Yes, 0 No, and 0 Abstentions. After further discussion a motion was made by J. Loutsch to approve the curriculum changes. N. Osborn seconded the motion.

b. IDS Committee—K. Crow announced J. Finck would be the new member of the committee and Q. Tran would be the new chair.

c. Tenure & Promotion Committee—L. McElroy shared with the group that the committee had met and reviewed the tenure & promotion proposals. The committee has made their recommendation and forwarded their report to Dr. Marble.

L. McElroy also shared that the committee wanted to share two concerns with the group. The first concern was in regard to the current faculty handbook policy stating that the faculty association president appoints the chair of their committee. L. McElroy suggested that a revision be made to allow the committee to appoint their chair instead of the faculty association president.

The second concern the tenure & promotion committee wanted to share with the group was regarding online course evaluations. The committee believes that the current evaluation instrument needs to be reviewed and updated to reflect more accurate and useful information. In addition, they are concerned with the online completion rates.

d. Resource Committee—No news reported.

e. Faculty Welcoming Committee—the committee has met and is currently working on developing a survival guide for new faculty, an orientation session, and a list of new faculty within the last two years.

f. Ad Hoc Faculty Concerns Committee—No news reported.

IV. Old Business
a. None

VI. New Business
a. Liberal Arts Minor—J. Long discussed the new faculty handbook regarding the current language used to receive a liberal arts minor. Currently, the faculty handbook states that any IDS course can count toward the 6 elective hours. She suggested that we modify this to reflect any IDS course not currently counted toward a degree as well as any other course outside your major area. A motion was made by J. Loutsch to charge J. Long with submitting a curriculum change reflecting what language we
needed to utilize in the faculty handbook. Z. Simpson seconded the motion. A vote
was taken and included 37 Yes, 1 No, and 0 Abstentions.

b. Student Evaluations—J.C. Sanders discussed the current student evaluation tool and
system. He shared with the group that we currently have no official policy on which
students get to evaluate you. After further discussion among the group, D. Reigh
recommended that an Ad Hoc Committee be formed to address faculty concerns
regarding student evaluations. K. Crow appointed L. McElroy, N. Hector, J.C.
Sanders, J.P. Cook, C. Garneau, and M. Rodgers to the Ad Hoc Committee.

c. Officer Nomination Committee—K. Crow announced he had formed a committee to
recommend faculty association officers for the 2013-2014 term. Those on the
committee are L. McElroy, Q. Tran, and B. Brown.

Announcements
a. K. Crow discussed M. Coponiti’s decision not to move forward with hiring a
Comptroller for the school until faculty salaries are increased to reflect their salary
before the 2008 cuts.

b. K. Crow announced that A. Karjala is the new member of the Academic Integrity
Committee.

c. J. Louitsch announced that the USAO Pink Game is Thursday, February 7. Tuesday,
February 12 will be Pink Cakes day.

d. C. Walker announced that the Emerson-Wier Symposium will be March 7.

e. J.P. Cook announced that he is in the process of forming a GRE Prep Group.

f. K. Davis discussed her upcoming production and informed the group the show will be
the Wednesday and Thursday night of the last week of March.

g. K. Bohannon reminded the group that the Festival of Arts of Ideas is coming up as
well as the Texas Boys Choir.

h. N. Warden shared with the group the recent deaths of those that had ties to USAO.
She informed faculty that they could contact E. Feuerborn if they were interested in
donating to the Annual Memorial Scholarship in honor of the deceased.

VI. Motion to adjourn by Z. Simpson; second, N. Hector, 12:00 pm.

Respectfully submitted,
Wendi Ferrell