

Texas Tech University Faculty Senate
Meeting # 290, October 14, 2009

The Faculty Senate met on Wednesday, October 14, in the Senate room in the Student Union Building, with President Richard Meek presiding.

Senators in attendance: Farmer, Johnson, Anderson, Boros, Cox, Drager, Fallwell, Harter, Iyer, Koch, Rahnama, Toda, Weinlich, Davis, Ritchey, Hendricks, Janisch, Pratt, Giesselmann, Mengel, Tomlinson, Blum, Colwell, Sharp, Kelleher, Oliver, River, Chambers, Peoples, Santa, Tate, Ajlouni, Heinz, Loudon, Spallholz, Syma, Watson and Warner.

Senators excused: Hart, McComb, McFadden, Schmidt, Wong, Boal, Pasewark, Crews, Helm, Lakhani, Lauderdale, Laughlin, Soonpaa, Paschall, Gelber, Skerik, CMSmith and Price. Senators not excused: Hill, Rex, Mosher, Roeger, Tacon, Fox and Mathis.

1. **Call to Order:** Richard Meek, President, called the meeting to order at 2:17 pm.
2. **Recognition of Guests:** President Meek recognized guests: Dr. Bob Smith, Provost and Senior Vice President; and Dr. Valerie Paton and Mr. Sam Oswald of the Office of Planning and Assessment; and Janet May, Assistant Vice-President for Human Resources (HR). Rob Stewart, from the Provost Office was attending the meeting also.
3. **Approval of Minutes:** President Meek called for approval of the minutes of Meeting # 289 on September 9th. Dr. Eighmy's name was corrected for spelling as was a reference to membership in the Association of Research Libraries. This was followed by a motion to accept the corrected minutes of the FS meeting #289. The minutes were accepted by voice vote.
4. **Introduction of Dr. Valerie Paton to the Senate:** President Meek spoke to the fact that he had received numerous inquiries about HB #2504 and its effect on Faculty. Accordingly, he invited and introduced the day's speaker, Valerie Paton, Vice Provost of Planning and Assessment and Director of TTU Strategic Planning. Her presentation was on the State of Texas' H.B. #2504 and Digital Measures.
5. **Speaker: Vice Provost of Planning and Assessment Dr. Valerie Paton; Topic "House Bill #2504".**

Dr. Paton introduced to the Senate Sam Oswald, who serves as Director of Planning and Assessment. Sam Oswald has been visiting faculty and providing training to the faculty on Digital Measures. Dr. Paton explained that the Office of Planning and Assessment was established after the last SACS review to respond to the difficulties associated with assessing student performance -- what they are doing, what they are learning -- and how you assess student and faculty achievements. Two software packages, Digital Measures (DM) and TracDat were purchased by the University to help solve these problems. TracDat will become an archive of learning outcomes, readily accessible to the Administration when undergoing academic reviews for some 80 discipline based accreditations. Digital Measures is a very powerful digital product which is being used by other American Association of Universities institutions to manage the credentials and scholarship of faculty. Uploading of required personnel information is very time consuming, 5-6 hrs perhaps in the beginning. One problem of DM is in the population of the authorship field for uploaded articles. If one author uploads others cannot do so. You can upload your abstract and peer review/ or not; publication status, local, regional, national, international, etc. Quite by chance, the Texas Legislature passed in June H.B. # 2504 which mandated faculty to post online their vitae and course syllabi. Digital Measures will allow us to comply more easily with the requirements for open Internet access to this information.

An extended give and take discussion of the software platform, Digital Measures, and compliance with the new law ensued. The system will provide a format for posting Annual Faculty Reports,

Class Syllabi and Faculty Vitae . The process is time consuming on the part of Faculty, so streamlining of Vitae will help speed the posting process. It is a copy and paste format. May need to annotate the Vitae publications. Questions arose about copyright obligations and mathematic symbols or notations. The copy and paste format should accept such departmental requirements. Faculty should expect to expend 4-5 hrs uploading their 2008 CV, publications, grants, and service. Younger faculty should love DM; older faculty may not like it due to the time needed to upload their full CV. At least 3 Colleges have adopted DM for 2009 Annual reports. Only Program Chairs need to upload full Vitae by Fall 2010. Digital syllabi and digital CV for instructors of record are required by law to be uploaded by the 7th class day beginning on September 3, 2010.

There followed much discussion of the problems of compliance, and the suggestion was made to provide the Legislators with Faculty feedback on the law. There is no funding to comply with the law given to the University, but there is great cost to the Faculty in time and effort. It is suggested that all do their best to comply with the new law. Additional discussion noted that this is an open access format so no personal information, no confidential information, or intellectual property should be posted, and there is no need to make syllabi controversial although controversy over subject matter may arise.

(See H.B. # 2504 attachment).

President Meek thanked Dr. Paton for her presentation and commented on the need for transparency and open access and noted that the University budget was not on line as other universities have done. Faculty are also working on Banner problems to make it more faculty friendly. President Meek asked the faculty to make suggestions for improvements to Banner use by Faculty. President Meek then introduced Janet May, Assistant Vice-President for Human Resources, for an update on her office's activity.

Speaker: Ms. Janet May, Assistant Vice President for Human Resources

Ms. May addressed three (3) areas of interest to TTU employees; **Payroll Services**, in which HR serves nearly 14,000 employees at TTU and TTUHSC as well as the TTU System; **Administration of a Staff Satisfaction Survey to all Staff members** conducted through the President's Office and Staff Senate; and an ongoing **Review and Updating of All Staff Operating Policies**, including a revised yearly Staff Evaluation for merit pay increases. HR is working on one standard yearly evaluation format. HR also processes the W-2 forms. HR has gone electronic for all employment information, (click on My Employment Information) salary and earnings statements, sick leave, etc. She then addressed questions from members of the Senate on the use of the R-number instead of the SS#, the Family Medical Leave Act, similarity of staff vs. faculty evaluations for merit pay, fate of personnel employment files, and the recent termination of the HMO serving TTU employees. She indicated that HR plans to lobby for another health care option for employees. Asked about sick leave, Ms. May said to consult eEmployment at your personal website on the TTU system for sick leave time.

Other questions regarding how the Family Medical Leave Act is administered, campus problems with uniform campus acceptance (Rec Center, Library) and use of the new lifetime picture TTU ID system, changes in withholding of Federal Employment Taxes, problems in extra summer employment pay while on 9 month vs. 12 month appointments were addressed by Ms. May. Specific personnel questions can be addressed by contacting Ms. May at HR.

Old Business: There was none.

New Business: Study Committee B- Senator Laura Heinz, convener, reported that Committee B met Wednesday, October 07. The committee is working on drafting a resolution on open access to present to the Faculty Senate and plan to have it ready for consideration at the November Faculty Senate Meeting.

Announcements:

There is to be an Open Access presentation next Wednesday at the library.

Senator Oliver reported that the Administrator's Evaluation Surveys were not sent via the web to approximately 200 faculty members. A paper survey will be sent to these faculty members, and the time to respond will be extended. Banner was blamed.

The Faculty Senate will return to its regular meeting time on November 18th.

Other questions? Can we get an H1N1 vaccination? Answer: Try the drugstores but there is no vaccine yet.

Can we have an H.B. #2504 discussion? Answer: Later.

Adjournment:

A motion to adjourn the **290th** meeting of the Faculty Senate was made and seconded by Senator Cox. The Faculty Senate meeting adjourned at 3:52 pm.