

**Baylor University Faculty Senate Minutes**  
**09 May 2017**  
**109 Rogers Engineering & Computer Science Bldg • 2:00 p.m.**

**Members Present:** Senators Baldrige, R.S.; Beal, Ron; Bolen, Bradley; Burgess, Cynthia; Burleson, Debra; Cordon, Matt; Dixon, Andrea; Ellor, James; Farwell, Beth; Holub, Karen for Faucher, Mary Ann; Geiger, T.J.; Hagelstein, Paul; Holub, Karen for Hultquist, Beth; Hurtt, Kathy; Johnston, Hope W; Long, Mark; Macgregor, Jason; McGlashan, Ann; Mencken, Kimberly; Morgan, Ron; Neilson, Bill; Newberry, Byron; Flavin, Patrick for Nichols, Curt; Ostlund, Sandor; Parrish, Michael; Pounders, Steven; Robinson, Eric; Schubert, Keith; Sielaff, Steven; Souza-Fuertes, Lizbeth; Stone, Sara; Tucker, Dennis for Stroope, Michael; Supplee, Joan; Tsang, Jo-Ann; Umstead, Randall; Wilcox, Walter; Wood, Randy M.; Woody, Margaret; Wilfong, Stan for Walter, Janelle; and Staff Council Representative Lori McNamara

**Members Absent:** Senators Cook, Garrett; Edwards, Elise; and Mencken, Kimberly.

**I. Call to Order**

Senate Chair Byron Newberry called the meeting to order at 2:02.

**II. Invocation**

Senator Bill Neilson offered an invocation.

**III. Approval of Minutes: April 2017**

Senator Robert Baldrige made a motion to approve the minutes for the Senate meeting of April 18, 2017; Senator Ron Beal seconded. The minutes were approved.

**IV. Michelle Berry – Retirement Planning Incentive Program**

Michelle Berry, Vice President for Academic Operations and Strategic Finance, presented the senate with a draft proposal for a retirement planning incentive program. A projection based on an average retirement age of 70 shows that Baylor will have a turnover of one third of all full-time faculty over the next ten years. In order to help faculty plan for retirement while giving departments ample time for faculty searches and long-term planning, Vice President Berry has been in discussion with the Council of Deans about conducting a three-year trial of the plan she presented to the senate today. The draft document details progressive financial incentives for faculty who opt to retire based on a one-year contract, a two-year contract, or a three-year contract. The two and three-year contracts provide for a retirement transition sabbatical in the final spring semester.

In the question and answer session that followed, senators requested clarifications on details of the proposal such as the window during which the trial would be conducted and alternate months of retirement. A number of senators expressed concern that the optional semester sabbatical could create difficulties in hiring temporary faculty. Other senators were concerned that the proposal was prepared with little faculty input and the incentives were primarily financial. Senators suggested that retiring professors often have continuing interest in teaching and research post-retirement, and might be interested in additional incentives such as reduced teaching loads rather than sabbaticals in final semesters, a pool of office spaces available for retirees, summer contracts or limited working opportunities in teaching or research. The discussion ended with an agreement that the Vice President and the Senate Chair would work with the senate to arrange a faculty focus group that would review the proposal and make recommendations.

## **V. Proposed By-Law Change**

Senate Chair Byron Newberry presented for discussion the motion of the executive committee for two proposed changes to the Faculty Senate By-Laws; this motion was made during the Senate meeting of April 18. As required by the Faculty Senate Constitution:

Modifications to the Constitution may be proposed by a passing motion at a regular meeting of the Faculty Senate, but may not be acted on until the next regular meeting of the Senate.

The first proposed change corrects inconsistent wording in the officer election procedures outlined in Article I. Section 2 of the by-laws, clarifying that the position of Chair is filled by the previous year's Chair-Elect. The second proposed change codifies the practice of providing a course release for the senate chair in Article I. Section 3.a.

Senator Baldrige moved that the senate approve the proposed changes to the Faculty Senate By-Laws. Senator Hurtt seconded the motion.

In the discussion that followed a senator brought up the following rewording in Article I. Section 2.a:

The elected officers of the Faculty Senate shall be the Chair-Elect, Secretary, and Publicity Officer, each elected annually from the Senate Membership. The Chair position shall be filled each year by the previous year's Chair-Elect.

The senator, noting that the rewording would make it unclear that the Chair is an officer of the senate, suggested the following amendment:

The officers of the Faculty Senate shall be the Chair, Chair-Elect, Secretary, and Publicity Officer. The Chair-Elect, Secretary, and Publicity Officer shall be elected annually from the Senate Membership; the Chair position shall be filled each year by the previous year's Chair-Elect.

In continued discussion, additional concerns were raised such as a contingency if there is no chair elect and whether the course reduction requirement would be funded annually. Chair Newberry suggested that such concerns should be dealt with in an overall review of the by-laws to be conducted in the following year.

Senator Supplee made a motion to approve the amendment to the proposed changes. Senator Wood seconded. The amendment was approved unanimously. Following this Senator Wood called the question on Senator Baldrige's motion that the senate approve the proposed changes to the Faculty Senate By-Laws. The motion was approved unanimously.

The new wordings of the by-laws are as follows:

#### Article I. Section 2

- a. The officers of the Faculty Senate shall be the Chair, Chair-Elect, Secretary, and Publicity Officer. The Chair-Elect, Secretary, and Publicity Officer shall be elected annually from the Senate Membership; the Chair position shall be filled each year by the previous year's Chair-Elect. The Chair shall appoint a Parliamentarian and such other officers as shall be deemed desirable.
- b. On or before the regularly-scheduled April meeting of the Senate, the Chair shall appoint a Nominating Committee comprised of seven Senators. The Nominating Committee shall accept nominations and recommendations from members of the Senate, shall determine whether nominees will consent to serve if elected, and shall prepare a slate of candidates with at least one nominee each for the positions of Chair-Elect, Secretary, and Publicity Officer. Members of the Senate shall be advised of such slate of candidates at least one week prior to the regularly-scheduled May meeting.
- c. The annual election shall be held at the regular May Senate meeting with the order of election being Chair-Elect, Secretary, and Publicity Officer. Nominations from the floor shall be accepted with respect to each office. Each Senator may vote for only one candidate for each office. Candidates receiving a majority vote from those Senators present and voting shall be elected to the office. If no candidate receives a majority vote, the top two candidates shall be placed in a runoff. When a tie exists for the runoff positions, the tie shall be promptly resolved by lot. Voting in all cases shall be by secret ballot.

- d. Incoming officers shall take office at the conclusion of the Fall Faculty Meeting and serve until the conclusion of the succeeding Fall Faculty Meeting.

Article I. Section 3.a

- a. The Chair shall preside at meetings of the Senate and shall be responsible for preparing an agenda for each meeting and distributing it to each Senator on or before the Friday preceding the meeting. Except as otherwise provided, the Chair shall appoint the members, and chairs of committees as are from time to time provided for. The Chair shall communicate the Senate's advice and recommendations to appropriate University officials. The Chair shall serve as Chair of the Senate Executive Committee. The Chair may elect to receive a course release in each of the Fall and Spring semesters of the Chair's term of service, provided reasonable accommodations for course coverage can be arranged within the Chair's academic unit. The Chair-Elect should discuss such accommodations for the next academic year with the appropriate Department Chair or Dean prior to course scheduling for the upcoming year.

**VI. Senate Officer Elections**

Senator Burgess presented the nominations from the executive committee for the 2017-2018 Faculty Senate Officers as follows:

Chair Elect	Randall Umstead
Secretary	Lizbeth Souza-Fuertes
Publicity Officer	Jason McGregor

Senator Supplee moved to approve the nominees presented by the executive committee. Senator Cordon seconded. The motion was approved unanimously.

**VII. Special Recognitions**

The newly elected senators for the 2017-2018 Faculty Senate were recognized by the chair; a number of newly elected senators not serving on the current senate were present for the meeting: new senators Nathan Elkins, Chris Hansen, Michael Korpi, Dennis Tucker, Brian Leutholtz, Stanley Wilfong, Karen LeCompte, and Brian Garner.

Plaques of appreciation were presented to senators who were ending their terms this year: senators Jo-Ann Tsang, Randy Wood, Debra Burleson, Dwight Allman, Cynthia Burgess, and Ron Beal.

The Faculty Senate presented out-going chair Byron Newberry with a statue of a bear in appreciation for his dedication and service.

## **VIII. Reports**

Senator Cordon reported for the Committee on Committees that the faculty committee assignments would be finished by August, noting that corrections should be sent to him. The committee would like to update committee descriptions in the coming year. Matt Cordon has served as the chair of the Committee on Committees for the past ten years. He is stepping down this year, and Margaret Woody will be filling the position of chair.

Senator Mike Stroope was reelected to the senate position representing Truett Seminary for the 2017-2018 Faculty Senate, but will be on sabbatical during the fall semester. Senator Stroope moved that his colleague Dennis Tucker stand in for this senate position during the fall. Senator McGregor seconded the motion. The motion passed unanimously.

Senate Chair Newberry announced that Andrea Dixon and Gaynor Yancy were nominated to the new positions of voting faculty regents. The Board of Regents will vote soon on these nominations. If approved, these appointments will necessitate the selection of a new senator to replace senator Dixon representing the School of Business and a new ombudsperson to replace Ombudsperson Yancy.

Senator Robinson reported that the task force on leadership evaluation would be meeting this summer to review the evaluation process for administrators including and above the rank of assistant dean.

Senator Supplee raised an issue for discussion: with the scheduling of final exams past business hours on Saturday, professors can be left alone in buildings without additional staff. This is a security issue. Chair Newberry agreed to discuss the issue with campus security personnel.

## **IX. Summer Work**

Senate Chair Newberry outlined the following priorities for the summer:

- a. Faculty Regent Nomination Process proposal
- b. BU-PP 711 Faculty Senate policy
  - i. Updating old information
  - ii. Senate chair course release
  - iii. Faculty Regent Nomination Process
- c. Review of Constitution/By-Laws
  - i. Updating old/inconsistent information
  - ii. Policy with respect to Faculty Regents on Senate?

## **VIII. Adjournment**

A motion to adjourn the meeting was made by Senator Beal and seconded by Senator Schubert. The motion passed.

The meeting was adjourned at 3:30.

Respectfully submitted,

Steven Ponders  
Recording Secretary