**TCU Faculty Senate Meeting**

**5 December 2019**

**3:30 – 5:00 PM**

**Faculty Senate Chambers**

**Minutes**

**Senators Present:** Atkinson, Sean; Banos, Antonio; Barger, Kat; Bedford, David; Bowen, Kendra; Busbey, Art; Carter, Suzanne; Craig, Layne; Elwell, Sage; Esposito, Phil; Frable, Pamela; Friedman, Greg; Fripp, Jessica; Gil, Dan; Hammad, Hanan; Havens, Jill; Hawley, Diane; Herzig, Emily; Hosainy, Hadi; Jeffries, Marlo; Johnson, Kevin; Jones, Clark; Kim, San-ky; Langston, Scott; Lauve-Moon, Katie; Ledbetter, Andrew; Ledis, Dennis; Legatski, Ted; Lemon, Alex; Lovett, John; Lynch, Laurel; Marichal, Albert; Meitl, Michele; Meyn, Till; Moeller, Thomas; Moore, Jeff; Murray, Joddy; Nhan, Johnny; Nugent, Hylda; Quesada, Jan; Quinn, Brandy; Ramasesh, Ranga; Ryu, Jay; Sawyer, Chris; Schein, Marie; Scherger, Michael; Schiffer, Adam; Scott, Krista; Simanek, Eric; Stephens, Greg; Stewart, Amy; Tyler, Tee; Watkins, Timothy; Williams, Daniel; Wood, Barbara; Yang, Qinghua

**Senators Excused:** Bentley, Joshua; Carrión, José; Jackson, D. Lynn; Kiani; Morgan; McGettigan, Joan; Sawey, Michael; Singletary, Laura; Walters, Patricia

**Senators Absent:** Alexander, Curby (Education); Bashore, Lisa (Harris); Gonzales, Eric (Med School); Harvey, Omar (CSE); Nelson, Karen (Neeley); Palko, Steve (Education)

**Guests Present:** Nada Elias Lambert (SIS/Social Work); Claire A. Sanders (DEI Faculty Fellow/History); Melissa Schroeder (DEI/Schieffer); Abby Vernacchia (SGA); Cait Lesko (SGA); Eric Gobel (grad student); Josh Witkop (SGA); Teresa Abi-Nader Dahlberg (Provost); Susan Weeks (Assoc. Provost); Kim Adams (Financial Services); Ed McNertney (Dir. TCU Core)

**Call to Order**

1. Faculty Senate **Chair Clark Jones** called the meeting to order at 3:40, after a pre-meeting holiday reception.
2. The minutes of the November 7, 2019, meeting of the Faculty Senate were approved as submitted.

**New Business**

1. **Provost Teresa Dahlberg** addressed the group to report on the three **Dean searches,** which are all going well. She expressed her thanks to **Aisha Torrey Sawyer** (Dir. of the Office of Diversity and Inclusion) and **Rachelle Blackwell** (AVC, HR) for leading the excellent DEI training sessions. The Provost looks forward to the DEI EC (Essential Competency) discussion, and expressed her gratitude to **Claire Sanders** and **Melissa Schroeder** and their **DEI EC Implementation Committee** for the good and thorough work they have all done. Addressing process, Dahlberg noted that once the approval of the wording for the DEI Competency/Learning Outcomes/ Student Action Steps and vetting/assessment Committee formation happens, the TCU faculty can begin the iterative process of working towards the implementation of DEI EC as an addition to the TCU Core Curriculum.
2. Next, **Nada Elias-Lambert**, Dir. of Grad studies and Assoc. Prof. in the School of Social Work, as well as a current Diversity Administrative Fellow with the School of Interdisciplinary Studies, gave a thorough report on the **Thinkathon** she organized and facilitated in August, 2019. An intense one-day collaboration by interested faculty and staff to brainstorm about challenges and share perspectives related to challenges presented by current and past conditions on campus, specifically regarding inclusiveness. Four main themes emerged: (1**) DEI messaging – (2) Data Collection & Dissemination – (3) Tools, Resources & Policies – (4) Collaboration & Communication**. Strategies emerged from these broad categories. Elias-Lambert noted the alignment of Thinkathon observations and ideas with the Provost’s recently stated Academic Affairs Priorities. Elias-Lambert invites campus-wide engagement and involvement with this initiative regarding DEI and inclusive practices.
3. Next, **Kim Adams, Associate VC and Controller**, made a presentation about a new reimbursement policy: **Domestic Per Diem for Business Travel Meals**. She noted that conversations on this topic have been underway for several years. Her office is now ready to implement the policy—to s**implify the reimbursement process**, which is too complex as it stands. She wants the process to be better for TCU faculty and staff using TCU’s Office of Financial Services. With the new process, faculty will no longer have to submit receipts for meals when they travel. So far, the item has been through the Staff Assembly, Provost’s Council, and Chancellor’s Cabinet. Once the Senate and Staff Assembly approve this policy, it will go into effect, as it has provisional approval from the Provost’s Council and Chancellor’s Cabinet. Its impact should be budget neutral. Adams emphasized that this process will be based on the honor system. Financial Services will not be “policing” this matter. Provided meals will be reported and the per diem will be adjusted down, based on an honor system. More questions on the policy may be submitted to: kim.adams@tcu.edu
4. **Phil Esposito, chair of the Student Relations Committee,** brought a simplified **resolution on the Pass/No** **Credit Policy,** which he and **Student Body President Josh Witkop** introduced at the November Senate meeting: *The TCU Faculty Senate, in its role as the representative body of the TCU faculty, joins with the TCU Student Government Association (SGA) in increasing and reaffirming our commitment to student learning and success by amending the current Pass/No Credit option to allow students an opportunity to forfeit their Pass/No Credit to receive the actual letter grade earned.* Esposito reported that **Registrar Mary Kincannon** and her office are in favor of this change of policy for Pass/No Credit, but say that it will be complicated to implement, due to technology issues. After some discussion, Chair Jones called for a vote. The resolution passed with three votes against it.
5. Next, **Claire Sanders, co-chair for the DEI EC Committee**, addressed the room. She asked for her committee members present to raise their hands. She showed the schedule they had kept, so that every college and school on campus was visited. She reported that feedback from across the university was intensive and valuable. This document, she emphasized, is the work of the TCU faculty. Input was given from across the campus. The DEI EC is now defined as consisting of 3 course credit hours. Flexibility by having DEI EC overlay on any course within the Core. She introduced the Competency Statement, as well as the 3 Learning Outcomes (LOs), with the first one being mandatory for all DEI courses. Faculty must choose an additional LO from #2 and #3.

The DEI EC Committee is designed on the model of the HMVV Committee--with 10 faculty plus one non-voting member from SIS--but will be slightly bigger, because the DEI EC Committee will have the added function of assessment in addition to the vetting of courses. See the documents. Initially, the process will involve annual assessment of DEI EC courses, which will assure accountability. This process is so intensive because this is new work for our TCU campus. A longer timeframe for assessment is possible after this process gets more established. There will be an Assessment Subcommittee appointed, but colleges and departments are not prohibited from doing their own assessment. Periodic assessment will be set for every three years regarding institutional DEI practices and structures. Outcomes will to be shared with faculty—broadly—to close the feedback loop for participative faculty.

A wide range of questions and comments and concerns were expressed.

1. **Chair Clark Jones** thanked Sanders and Schroeder and noted that this DEI EC recommendation will be brought for a vote by the Senate at the February 6, 2020, meeting. At 5:00, he then stated that the meeting is adjourned.

Respectfully submitted,

Jan Quesada, Recording Secretary

TCU Faculty Senate