CALL TO ORDER BY: Dr. Yondell Masten

MEMBERS Members: Dr. Alyce Ashcraft, Dr. Craig Cookman, Dr. Shane Greene, Dr. Tori Gustafson, Dr. Joel Hubbard (absent), Dr. Lorenz Lutherer, Dr. Yondell Masten, Dr. Tom McGovern (absent), Dr. Jeffery Oliver, Dr. Dawndra Scott, Dr. Rebecca Sleeper-Irons (absent), Dr. James Stoll

HANDOUTS/ATTACHMENTS

APPROVAL OF MINUTES March 28, 2008 as distributed

OLD BUSINESS

Agenda Item A. Communication

1. Faculty Senate General Faculty Meeting Summary
   The Senate discussed standardizing the date for the General Faculty Meetings for Fall and Spring. The decision was to hold the Fall meeting on the second Wednesday in October and the Spring meeting on the second Wednesday in April. The motion to accept standardizing the date was made by Dr. Ashcraft and seconded by Dr. Stoll. Motion passed unanimously.

2. Other
   a. SACS
   Texas Tech University Health Sciences Center has 11 QEP applications under consideration by the QEP committee. The QEP committee is made up of a broad range of members: community, students, alumni, and faculty. The QEP committee will review and select four applications to send to the President’s Executive Council (PEC) and to the President for selection of the QEP.

   Deans at the various schools within TTUHSC are completing the Senior Reviews for correctness of responses to the SACS criteria developed by the Institutional Effectiveness Work Group. The purpose of the Senior reviews is to identify gaps and areas for revision. The final version of the SACS Confirmation Report is to be submitted in August. The Deans are currently reviewing SACS 3.7.5. relating to policies on the responsibility and authority of faculty in academic and governance matters (Faculty Role in governance). The language relating to the formation of the Faculty Senate in 2007 was removed from the narrative to be submitted to SACS to eliminate confusion regarding the lack of a Faculty Senate in place when
TTUHSC received initial accreditation.

b. Approval of the Senate OPs
   The two OPs developed by the Senate during AY 2008 provide methods and evidence of faculty “voice” (input) via the Faculty Senate for the SACS Reaffirmation process.

c. Facilitating TTUHSC Faculty communication
   Significant progress has been made in facilitating communication among all faculty. Faculty are starting to realize the benefits of decision making as HSC faculty rather than making decisions as faculty of the SOM, SONAHS, SON, SOP, GSBS.

**Agenda Item B. Issues**

1. Other
   a. Faculty Awards.
      Current criteria in the Faculty Award OP were discussed. One suggestion was to establish different criteria for the President’s award and the Chancellor’s award so more opportunities for deserving faculty to receive the awards would be possible instead of selecting the President’s and Chancellor’s award recipients from the same pool of applicants as for the individual School awards. The Chancellor’s award criteria could be written to focus on the entire faculty role, such as teaching, research, clinician instead of only one aspect of the role. The Faculty Senate Faculty Awards Committee continues to work refine the Faculty Award OP process.

   b. Health Safety Program OP needed
      There is a need for a standardized process for all TTUHSC Faculty and Staff to receive immunizations for protection during exposure to infections such as TB, Influenza, Hepatitis. There is a procedure for reporting needle sticks but the injured person is required to pay for the office or clinic visit/treatment. The School of Medicine pays for faculty immunizations but the other schools at TTUHSC do not. Research on costs and the ability for TTUHSC to provide such services should be explored before further action is taken. Dr. Lutherer will report back to the Senate.

   c. Assessment of Administration by Faculty
      SACS Comprehensive Standard 3.2.10. relates to the Institutional Evaluation of the Effectiveness of administrators on a periodic basis. (Administrative staff evaluations), just as each School demonstrates the faculty role in the process. Currently the School of Medicine has a process in place but the other schools do not.

   d. Faculty Senate OP – HSC 60.xx Solicitation of Health Sciences Center Faculty Input
      The policy was reviewed and approved after some minor wording changes. Dr. Dwandra Scott moved to approve the OP and the motion was seconded by Dr. Alyce Ashcraft. Motion passed. The OP will be forwarded to TTUHSC Administration for inclusion in the
### TTUHSC OP manual.

e. Faculty Senate OP –HSC 60.xx Faculty Input for Faculty-Related Policy Review Process

The policy was reviewed and approved. Dr. Jeffrey Oliver moved to approve the OP and the motion was seconded by Dr. Alyce Ashcraft. Motion passed unanimously. The OP will be forwarded to TTUHSC Administration for inclusion in the TTUHSC OP manual.

### Agenda Item C. Recommendations

1. **Other**
   - None
   
   **Dr. Masten**

### Agenda Item D. Policies and Procedures

1. **Inclusion of Faculty Senate OPs Inclusion in TTUHSC OP Manual Progress**
   
   See Agenda Item B.1.d for more information
   
   **Dr. Gustafson**
   
   **Dr. McGovern**

2. **Other**
   - None

### Agenda Item E. Leadership

1. **Spring Meeting of Faculty Senate Officers with President Baldwin on May 16 Update**

   **Dr. Masten**
   
   **Senators**

### Agenda Item F. Committee and Task Force Reports

1. **Policy Review Committee Bylaws Revision Task Force**
   
   None (lack of time)
   
   **Dr. Masten**
   
   **Dr. Lutherer**

2. **Faculty Awards Committee**
   
   See Agenda Item B.1.a for more information
   
   **Dr. Tori**
   
   **Gustafson**

3. **Staff Senate Task Force**
   
   None (lack of time)
   
   **Dr. Hubbard**

4. **Other**
   - None
**Agenda Item G. Officer Reports**

1. **President**  
   None (lack of time)  
   Dr. Masten

2. **President-Elect**  
   None (lack of time)  
   Dr. Hubbard

3. **Vice President**  
   None (lack of time)  
   Dr. Sleeper-Irons

4. **Immediate Past President**  
   None (lack of time)  
   Dr. Lutherer

**Agenda Item H. Communiqué from President Baldwin**

**Agenda Item I. Other**  
None

**NEW BUSINESS**

**Agenda Item A.**  
1. May 16 Faculty Senate meeting moved to May 9 due to convocation/graduation activities  
   Senators

**Agenda Item B. Other**

**Agenda Item C.** Next Steps  
Next meeting: May 9, 2008

**ACTION ITEMS**

<table>
<thead>
<tr>
<th>Agenda Item B. Issues</th>
<th>Due Date</th>
<th>Responsible Person(s):</th>
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<tbody>
<tr>
<td>1. Other</td>
<td></td>
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<tr>
<td>b. Health Safety Program OP needed. More information will be obtained.</td>
<td>May 30, 2008</td>
<td>Dr. Lutherer</td>
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**ADJOURNMENT**

**Next Meeting Date/Time:** May 9, 2008  
YM.ps  
4-18-08