CALL TO ORDER BY: Dr. Lorenz Lutherer  TIME: 12:30 pm

ATTENDEES  Dr. Alyce Ashcraft, Dr. Craig Cookman (interim member), Dr. Shane Greene, Dr. Tori Gustafson, Dr. Joel Hubbard, Dr. Barbara Johnston, Dr. Melinda Mitchell Jones, Dr. Lorenz Lutherer, Dr. Yondell Masten, Dr. Jeffery Oliver, Dr. Barbara Sawyer, Dr. Dawndra Scott, Dr. Charles Seifert, Dr. Rebecca Sleeper-Irons, Dr. James Stoll

ABSENTEES  Dr. Everardo Cobos, Dr. Thomas McGovern

HANDOUTS  • Attendance of Meeting Policy
          • Soliciting Faculty Input

APPROVAL OF MINUTES  August 3, 2007

OLD BUSINESS

Agenda Item A. Communication

1. Dr. Lutherer stated the TTUHSC Faculty Senate had been officially recognized by the Board of Regents at their most recent meeting through introduction by Dr. Bernie Mittemeyer, former interim TTUHSC President.

2. Introduction of AY 2008 Senators
   • School of Allied Health Sciences
     o Dr. Tori Gustafson
     o Dr. Joel Hubbard
     o Dr. Dawndra Scott
   • School of Medicine
     o Dr. Lorenz Lutherer
     o Dr. Thomas McGovern
     o Dr. Jeffery Oliver
   • School of Nursing
     o Dr. Alyce Ashcraft
     o Dr. Craig Cookman (Interim)
**OLD BUSINESS**

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<th>Presenter(s):</th>
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<tr>
<td>Dr. Yondell Masten</td>
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<td>School of Pharmacy</td>
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<td>Dr. Shane Greene</td>
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<td>Dr. Rebecca Sleeper-Irons</td>
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<td>Dr. James Stoll</td>
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**Agenda Item B. Issues**

1. **Unfinished Business by AY 2007 Interim Senators:**
   
   Dr. Lutherer discussed the results of the TTUHSC Faculty Satisfaction Survey completed in Spring, 2007. No information was provided by TTUHSC about planned use of the data. The survey was refined and data distributed by the Office of Institutional Effectiveness. Dr. Masten will follow up with Sharon Kohout to recommend including a Senator on the committee/task force charged with developing the Improvement Action Plan to address the results.

   Dr. Lutherer discussed work completed by Interim Senators during Summer 2007 on the Board of Regents’ (BOR) Tenure and Promotion Policy. The BOR reviews the policy every two years. Additionally, the TTUHSC Tenure and Promotion Policy is currently under review by Dr. Rolfe’s office and will need further work/review for alignment with the new BOR policy. Senators need to participate in the review and alignment process.

**Agenda Item C. Recommendations**

1. **Recommendations for October General Faculty Meeting**
   
   The item was deferred to the September meeting.

**Agenda Item D. Policies and Procedures**

1. **Summary Review of Faculty Senate Constitution and Bylaws:**
   
   Dr. Luther presented historical information for the creation of the Texas Tech University Health Sciences Center Faculty Senate, including reasons for development of a faculty senate. Senators were reminded to review the Faculty Senate Constitution and Bylaws posted on the Faculty Senate website. The official meeting time is the third Friday of the month from 12:00 to 1:30 PM.

2. **Review of Policy Draft: Attendance of Meetings Policy:**
   
   Discussion included whether the Senate should take responsibility for removal of a frequently absent Senator or whether the matter should be referred back to the individual School for appointment of a new replacement by recommendation of the Senate. Since not all new members had reviewed the draft sufficiently, the policy will be discussed and action taken at the September meeting.

3. **Review of Policy Draft: Soliciting Faculty Input Policy:**
   
   Senate members stated it is essential for faculty issues brought before the
OLD BUSINESS

Senate should be differentiated from faculty grievances. A clear
definition for a faculty “issue” must be added to the policy. Dr. Lutherer
suggested the policy state “all meritorious issues would be discussed by
the Faculty Senate.” The policy will be discussed further at the
September meeting.

**Agenda Item E. Leadership**

1. **Discussion of Selection of AY 2008 Officers:**
   
   Dr. Lutherer led the discussion of officer positions, qualifications and
   selection. For AY 2008, additional considerations included Senator’s
term length, since a Senator selected as President Elect must be able to
serve at least two years and Vice-President at least three years.

   Elected officers for AY 2008 are:
   
   - President – Dr. Yondell Masten
   - President-Elect – Dr. Joel Hubbard
   - Vice President – Dr. Rebecca Sleeper-Irons

**Agenda Item F. Committee Reports**

1. **Agenda Committee**
   
   Reports were deferred to the September meeting.

**Agenda Item G. Officer Reports**

1. **President**

2. **Vice-President**

3. **Secretary**
   
   Information from Officer Reports was integrated into discussion of the
   above agenda items.

**Agenda Item H. Other**

1. **Discussion of Budget:**
   
   The faculty senate now has a budget for AY 08. Monies will be used to
   conduct the business of the Senate.

2. **Website Review and Discussion of Future Plans:**
   
   The Senate website will be updated with the pictures of AY 2008
   Senators as soon as photos have been received. Senators were asked to e-
   mail a picture to Paula Simpson for posting on the website
**NEW BUSINESS**

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**Agenda Item A. Other**

1. **Discussion of Criminal Background Check Policy and Procedure under development**

   Dr. Lutherer presented information on the Criminal Background Check Policy and Procedure under development by Human Resources. The issue will be a task for Senators of the AY 2008 Senate to review and provide input.

**Agenda Item B. Next Steps**

   No discussion occurred.

**ADJOURNMENT**

Next Meeting Date/Time: September 21, 2007

BS: ps

08-31-07