Faculty Senate Agenda
1/14/2020
4-5 pm
Kelly Steward

I.   Welcome and Minutes (https://www.mtech.edu/facultystaff/facultysenate/minutes/index.html)

Approvals for December 3, 2019

	Action Items

I.   CRC Items
- a.   Rename BS Network Technology CLSPS
- b.   CRC Request Restoration Field Methods
- c.   Curriculum Proposal MS Ecological Restoration
- d.   Name Change AHSS to Exercise Science
- e.   Proposed Change AHSS
- f.   EMET 427 and 527
- g.   EMET 429 and 529
- h.   EMET 428 and 528

II.   Request for Faculty Senate representation on Vice Chancellor for Admin and Finance Search Committee

	Informational Items

I.   Request to amend Faculty Senate Bylaws to include representation of Writing Program

II.   SSI Data Presentation

	Discussion Items

III.   Activities and priorities for the upcoming year
- a.   Other
  - i.   Technical Report Series
  - ii.   Faculty Yearbook
  - iii. Workload (see below for requirements)

IV.   Other Items
- a.   Discuss what constitutes an action item, etc. on faculty senate agenda
- b.   Creating and filling of new positions
- c.   Faculty Staff Handbook Updates/Changes

V.a.iv Workload Requirements (Faculty Staff Handbook and CBA):

- Faculty Staff Handbook
    - o Assigning teaching duties equitably to the department's faculty in such a manner as to take the greatest advantage of their individual expertise, interests and abilities;
    - o Scheduling of classes and the arrangement of the teaching schedule in a manner that avoids intra and inter-department conflicts between required courses and allows faculty adequate time blocks to prepare for instruction, carry out research and serve the Institution and the community.
    - o The Department Head, in consultation with the faculty of the department, is responsible for the continuing development of the curriculum and for its oversight. If it is individually accredited by an organization such as ABET, the Department Head is responsible for maintaining accreditation of the department's degree program. The Department Head is normally expected to carry two-thirds of the teaching load assigned to faculty in the department.
- CBA
  21.100 WORKLOAD ASSIGNMENT

  Department Heads are responsible for assigning faculty workload, subject to the approval of the Dean and P/VCAA. The instructional portion of the workload shall be that deemed sufficient to meet programmatic needs as determined by the Department Head and Dean in consultation with department faculty.

  While it is not expected that the teaching portion of workloads be identical within and among departments, assignments will be made relative to the total activity of faculty including research, scholarship, creative activity, service and administrative duties. When assigning a faculty member's workload, the Department Head may take into consideration such activities as listed below and make adjustments as deemed necessary:

  1. Contact hours 2. Unfunded or funded research 3. Funded research buyouts 4. Advising responsibilities 5. Labor intensive committee assignments 6. Large student credit hour loads 7. Department Head 8. Additional administrative assignments

  The above list is not intended to be all inclusive and the Dean or Department Head may make adjustments for additional activities as deemed appropriate. Normally, a full-time faculty member's teaching load shall not be reduced to less than 12 credits per year.

  Members of the faculty shall post office hours during which they shall be available to students.