

**Faculty Senate Minutes**  
**Wednesday, November 29, 2017**  
**4:00 – 6:00 pm, JCK 880**

Minutes from previous meetings are available at  
<http://www.txstate.edu/facultysenate/about/59th-senate-minutes.html>

**Attending senators and liaisons:** Rebecca Bell-Metereau, Janet Bezner, Elizabeth Bishop, Scott Bowman, Natalie Ceballos, Dana Garcia, Lynn Ledbetter (for Senator Conroy), Ting Liu, Vince Luizzi, Benjamin Martin, David Nolan, Shane Smith, Diego Vacaflones, Alex White

**Guests:** Sean Rubino, Library; Alyssa Newsome (*University Star*)

**Institutional Review Board (IRB):** Sean Rubino

- The board is preparing for new software to process applications. Federal definitions of human subject research dictate three categories: exempt, expedited, or full board review. Applications are made online and the category of review is determined by the office of Integrity and Compliance and one member of the IRB. “Exempt” and “Expedited” do not trigger full board review. Exempt research requires informed consent and securing of research data. Informed consent may be verbal. To be eligible for this category, participant responses should be anonymous, and participants must not be from a vulnerable population. Studies in this category are given an IRB number, but have no expiration date. “Expedited” has a similar process, but revisions may be required and final approval occurs at board next meeting. Study may include identifiable information, more sensitive information or invasive procedures. Written or electronic record in the form a digital stamp of informed consent is necessary. Research can begin once the category has been verified and an IRB number assigned. In this case, approval has an expiration date, typically of two years. Unlike exempt or expedited categories, full board requires approval of the full board before research can begin. Applications fall into this category if risk is above minimum of normal activities for a normal person, or if participants are from vulnerable populations (children, pregnant women, prisoners, and ethnic minorities).
- Target is 7-8 days for initial review by staff. For proposals in the Exempt or Expedited category, the average time for assignment of an IRB number is 22 days. This year 1000 IRB requests were reviewed (600-700 new). Bottlenecks occur in November. Board meets monthly but only about 5% of applications need full review. Issues that call for revisions vary depending on college. Student reviews may take more time because of needed revisions. It is recommended that more careful and detailed review by faculty mentor prior to application will speed the process.

**Student Code of Conduct:** Senator Martin

- Texas State’s harassment policy has a paragraph combining discrimination and harassment. Sexual harassment is defined in detail elsewhere, but other categories are not. Senator Martin recommended revision to provide more detail and clarity.
- Texas A&M has a detailed policy as a model, quoting the U.S. Supreme Court, particularly as it relates to free speech: <http://student-rules.tamu.edu/rule31>

- Senators suggested a revision to include the community beyond students.

**Nontenure Line Workload Release:** Senator Bezner

The Nontenure Line Faculty Committee recommended approval of workload release for 39 NLF for the Fall 2018 and 21 Spring 2019. Senate rules were suspended, and recommendation approved.

**Faculty Concerns from Meeting of Full Senate:**

Senate will encourage chairs of committees to use technology for long distance participation:

- Senate will prepare ways to accomplish this and share with committee chairs.
- Long distance technology is available in Alkek Library and JC Kellam professional development and Regent's rooms. Round Rock has two rooms for teleconferencing.
- Senate teleconference account may be accessed for use for teleconference.
- Committees may use Skype or Zoom.

**Pregnancy and Sick Leave Pool:** Scott Bowman

Senate will forward concern to benefits committee to see if pool portion of university leave policy needs to be modified.

- There was a question regarding the sick leave pool - particularly for those who are out for pregnancy. One faculty member described a situation that made her ineligible for the sick leave pool after she gave birth—presumably the "routine pregnancy" part of the sick leave pool. She lost some pay before she was able to return.

**Salary Compression: returned to agenda.**

**PAAG Agenda Items:**

Follow-up issues concerning Institutional Review Board (IRB) procedures

Procedure and intent for review of all Greek fraternity and sorority chapters at Texas State, prohibiting them from holding new-member events, chapter meetings, social functions, and philanthropic events until a thorough review is completed

Role of advisors for student organizations, student government's proposal to make a student organization advisor optional, and the administration's position on this change

Minutes were approved for 11/01/17, 11/08/17, and 11/15/17. Dec. 6 will be last 2017 meeting.

Senate adjourned at 6:00 pm