



**Faculty Senate**  
**Meeting Minutes**

<b>DAY:</b> Wednesday, September 17, 2025 <b>TIME:</b> 2:00 PM – 2:40 PM CST <b>LOCATION:</b> Microsoft Teams <b>FACILITATOR:</b> Dr. Ann Marie Smith	
<b>Attendees</b>	<ul style="list-style-type: none"><li>• Dr. Halil Tas</li><li>• Dr. Ann Marie Smith</li><li>• Ms. Shweta Shroff</li><li>• Dr. Nadeem Daudpota</li><li>• Dr. Tomas Green</li><li>• Dr. LaTisha Metts</li><li>• Dr. Jason Villanueva</li><li>• Dr. Yaseen Bhutto</li></ul>
<b>Members Absent</b>	<ul style="list-style-type: none"><li>• Dr. Riaz Mahmood</li><li>• Dr. Azamat Zhamanov</li></ul>
<b>Approved previous meeting minutes</b>	Not applicable (first meeting of the academic year)
<b>Meeting minutes agenda</b>	<ol style="list-style-type: none"><li>1. Provost Report—Dr. Tas</li><li>2. Introducing New Senate Members<ul style="list-style-type: none"><li>• Dr. Tomas Green</li><li>• Dr. Yaseen Bhutto</li><li>• Dr. Riaz Mahmood</li></ul></li><li>3. Choose officers: President, VP, Secretary, parliamentarian</li><li>4. Policy Manual updates on Senate and Faculty</li><li>5. Senate representative duties<ul style="list-style-type: none"><li>• Present at department meetings; represent faculty</li></ul></li><li>6. New Business</li></ol>
<b>Discussion and Explanation to the agenda presented.</b>	<ol style="list-style-type: none"><li><b>1. Provost Report</b> Dr. Tas updated the senate on the registration numbers for this semester. Dr. Tas also discussed possible future revisions of the At-Risk form and web site calendar.</li><li><b>2. Introduction of New Senate Members</b><ul style="list-style-type: none"><li>• Dr. Tomas Green (Education Department, Faculty Athletics Representative)</li><li>• Dr. Yaseen Bhutto (Business Department, specialization in sustainable consumption)</li><li>• Dr. Riaz Mahmood was absent due to a class commitment.</li></ul></li></ol>



## **2. Election/Reaffirmation of Senate Officers**

- President: Dr. Ann Marie Smith volunteered to continue for one final term.
- Vice President: Ms. Shweta Shroff agreed to continue for her final year.
- Secretary: Dr. Nadeem Daudpota volunteered and was welcomed to the role.
- Parliamentarian: Jason Villanueva resigned due to GLSI involvement; Dr. Tomas Green will replace him.

Dr. Smith explained the responsibilities of each officer role, including minute preparation, website updates, and adherence to Robert's Rules of Order.

## **3. Policy Manual Updates**

Dr. Smith reported on two policy updates reviewed over the summer:

- Summer Pay Policy: Revised to clarify that faculty may volunteer to teach and will be compensated (adjunct or half salary), replacing previous language implying unpaid work.
- Faculty Senate Policy: Updated to better reflect actual Senate duties. Some discrepancies between the website and the new policy were noted. Dr. Smith encouraged side-by-side comparison for future alignment.

Discussion included:

- Concerns about Senate responsibilities listed in the new policy (e.g., fiscal discussions).
- Clarification that Senate can recommend but has limited authority in administrative decisions.
- Suggestion to ensure policy updates are first approved by the Senate before being finalized.

## **4. Senate Representation at Department Meetings**

- Dr. Smith proposed that Senate members request time during department meetings to report on Senate activities.
- Faculty agreed this would improve communication and visibility.
- Dr. Smith will email department chairs (except General Ed) to request inclusion of Senate reports in meeting agendas.

## **5. New Business**



	<ul style="list-style-type: none"><li>• <b>Distribution of Meeting Minutes:</b> Dr. Daudpota raised a point from the new policy stating minutes should be distributed within one week. Dr. Smith clarified that minutes are posted after approval, typically at the next meeting, making one-week distribution impractical.</li><li>• <b>Newsletter Contribution:</b> Ms. Shroff confirmed that Dr. Smith submitted a Senate report for the semester’s newsletter.</li><li>• <b>Visibility at All-Employee Meetings:</b> Members suggested introducing Senate and its responsibilities during these meetings. Dr. Smith will request inclusion in future agendas via Dr. Tas.</li></ul>
<b>Items not approved</b>	None
<b>Next Meeting</b>	Wednesday, October 15, 2025, at 2:00 PM CST
<b>Recorded By</b>	Dr. Nadeem Daudpota
<b>Adjourned</b>	2:40 PM