

FACULTY SENATE MINUTES
SAM HOUSTON STATE UNIVERSITY

May 3, 2012
3:30 p.m. – 5:00 p.m.
LSC 304

Members Present:

Len Breen (COE), Donald Bumpass (COBA), Erin Cassidy (NGL), Kevin Clifton (CFAMC), Jeff Crane (CHSS), Donna Desforges (CHSS), Diane Dowdey (CHSS), Mark Frank (COBA), Randall Garner (CJ), Debbi Hatton (CHSS), Renee James (COS), William Jasper (COS), Gerald Kohers (COBA), Lawrence Kohn (COE), Paul Loeffler (COS), Sheryl Murphy-Manley (CFAMC), Debbie Price (COE), Tracy Steele (CHSS), Ricky White (COS), Pamela Zelbst (COBA)

Members Not Present: Tracy Bilsing (CHSS), Chad Hargrave (COS), Joyce McCauley (COE), Dwayne Pavelock (COS), Javier Pinell (CFAMC), Doug Ullrich (COS)

Called to Order: at 3:30pm by Chair Debbi Hatton

Approval of Minutes: Unanimously approved April 19th meeting minutes

Committee Reports:

Academic Affairs:

Committee Chair Renee James presented her committee's End of Semester report (see attachment). Academic Affairs clarified the position of Clinical Faculty at SHSU as well as worked on Excellent in Research, the Online Faculty Handbook along with the Academic Calendar.

Committee on Committees:

Committee Chair Gerald Kohers (see End of Semester Report attached) discussed the need to update the Senate's Charter now that the number of seats has expanded to 30. The recipients of the Faculty Development Leave for Academic Year 2012-13 have been named. Senator Kohers presented the Senate with the Roster for the Faculty Senate for Academic Year 2012-13 which includes the list of newly elected or re-elected Senators.

Faculty Affairs:

Committee Chair Paul Loeffler presented his end of the semester report (attached). FA made progress on summer teaching, the Teaching Excellent Award, and, particularly the LMS Review. Senator Loeffler wished to commend Heavy Users of the LMS who

rendered great assistance in the long process of reviewing and evaluating competing LMS systems. Chair Loeffler noted that Quality Online Instruction needs to be addressed but his committee did not have time this semester due to the urgency of reviewing and selecting a new LMS system.

Senator Loeffler identified several issues regarding Quality Online Instruction for the Senate to address in the future:

1. Business model
2. Quality
3. Are Faculty forced to teach Online?
4. What are Best Practices for Online Instruction?
5. What is the impact on students? Do Student want online courses?
6. Online Course Fees? Money is generated but what happens to it?
7. Encourage Faculty and Senate interaction with DELTA.
8. How do IDEA and FES account for differences in Online Instruction?

University Affairs:

Committee Chair Erin Cassidy reported (see End of Semester Report attached) reported on various items including the Strategic Plan, Green Ideas, Money Saving, IDEA with recommendations, and Online Recompense.

The committee recommends next year focusing on strengthening university and community relations. It was noted that 70% of the faculty and staff live outside Walker County; thus there are faculty who want to find a way to work with the community.

Chair Hatton thanks the committee Chairs and the Faculty for all their hard work.

Chair's Report:

Meeting with Provost Hebert:

*In regard to the budget, the line item justification process is underway.

*In regard to Chair Hatton's question regarding who updates the Online Faculty Handbook, Provost Hebert suggested Chair Hatton meet with his assistant, Dorothy Roberson.

*Committee Appointments – The Provost agreed that the Senate's Committee on Committee should not appoint Faculty to committees that are not active. The Provost also asked about purging committees from the Faculty Handbook.

*Annual Faculty Survey. Chair Hatton discussed faculty comments as well as the results with Provost Hebert, the five items noted with highest concern by faculty:

1. IDEA
2. Communication
3. Graduate Support
4. Parking – Senators thought they should concentrate on the cost of parking decals and the increased fees rather than simply the number of parking spaces in relation to the number of decals sold which has been investigated previously.
5. Investigate if Sam Houston has a culture of intimidation, sexism, racism, ageism which can make it a hostile environment in which to work.

The results of the Faculty Survey, it was noted overall, were not so different from previous years.

*In regard to the reports by University Affairs on Online Teaching which includes compensation as well as IDEA, the Provost commented that it was a great report and will visit with the Academic Deans in regard to its findings.

*IDEA - The Provost was not pleased to learn from Chair Hatton that IDEA forms had been recycled which had resulted in packets prepared for distribution to students had been found to have been partially completed. Regarding written comments by students on IDEA forms, the Provost does not have a problem with copying/PDF student comments so as to e-mail IDEA comments.

*COS Dean – the Provost reported that the Dean Search is in negotiations and should be finalized by the end of Finals.

*Online Fund Balances – Deans may spend balances down but there is no directive that it will disappear.

*Core Curriculum Update – The committee is meeting weekly. A survey to faculty has been sent out and Faculty Members are encouraged to fill it out. Chair Hatton noted that there was some concern among Faculty Senators that some of the survey questions were leading and pointed. It was noted that the IRB had not approved the survey. The Provost said that the survey was exempt under Federal Regulations since it is part of the normal process of collecting data on curriculum, etc. The Provost was told that Faculty Senators on the Core Curriculum Review Committee had given feedback on the survey in advance of its distribution, but they did not feel that their concerns and suggestions had been addressed except that a scale had been added to give a range of agree to disagree. It was noted that the purpose of the survey will be to start a conversation and provide a focus for the Town Hall Meetings that will be held starting on May 8. Webinars will be held during the summer. There followed a discussion with the Provost regarding the philosophy of the purpose of the CORE – is it to train workers or have an educated society? SHSU is pressed to finish by September/October of 2012.

The Faculty Senate unanimously passed a resolution for Chair Debbi Hatton to continue as Senate Representative *ex officio* for the Core Curriculum Review Committee; to this end, Chair Hatton's membership in the Senate was extended for one year.

Discussion of Core Survey and the question of how to assign the six institutional hours, senators questioned: where was business? Where was economics? A four hour math class had generated great results. Would computer science come back into the CORE? Will there be a one hour informational literacy course? Texas A&M was discussed and it was noted that it does not allow substitutions for its CORE unless students have learning deficiency. It was noted that Macgregor Stevenson likes a smaller CORE rather than a larger one. In regard to science, there were questions about what would happen if the labs were dropped from the CORE. One Senator stated that science should be a four hour course with lab included – this was the norm at good schools.

Chair Hatton reported that there will be a two month-turnaround for old and new classes to be submitted from when the Fall Semester starts. Departments should have their forms ready to submit to their College Core Curriculum Committee and it was noted that not all College Committees meet during the Summer.

Assessment of Classes for CORE:

- A question or two will be added to IDEA for certain classes that appear in the CORE
- Said data will only be used college-wide.

There was a question if this data could be used against Faculty members. Answer: it is the department chair's job to insure that that does not happen. It is also the department chair's job to make sure CORE components are met in Department's classes. Warning: Courses could be taken out of the CORE if assessments are not being done regarding the CORE Components. Dean Kandi Tayebi has stated that courses will be pulled if they are NOT assessed.

CORE Objectives:

Critical Thinking Skills - to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
Communication skills – to include effective written, oral, and visual communication.

Empirical and Quantitative Skills – to include applications of scientific and mathematic concepts.

Teamwork – to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal.

Social Responsibility – to include intercultural competency, civic knowledge, and the ability to engage effectively in regional, national and global communities.

Personal Responsibility – to include the ability to connect choices, actions and consequences to ethical decision-making.

New Business:

Curriculum Committee - Debbie Price announced that the Curriculum Committee had new guidelines in order to promote consistency across departments, colleges and the university. The changes will probably be announced during the summer and Faculty should look out for an e-mail regarding the changes.

Non-Smoking Campus - June 1 is the date that SHSU officially becomes a non-smoking campus. This had been discussed previously particularly in regard to whether or not Faculty will be expected to enforce it. When asked previously, Provost Hebert had assured Chair Hatton and Chair-elect Steele that Faculty would not be expected to enforce the smoking ban on campus.

Summer Faculty Senate Meeting with Provost Hebert – the Provost would like to meet with available Senators on Tuesday, July 14th after 2 PM to discuss the budget, raises, the Strategic Plan, and any other issues that may arise. Provost Hebert's videotaped speech on Tenure will be available at the Senate website.

LMS – Erin Cassidy asked that there be an automatic standard default link to the Newton Gresham Library embedded in the new LMS system if it is possible for DELTA to do so. The Faculty Senate unanimously passed a resolution to that effect.

IRB – Senator Desforges announced that in June its software contract would lapse and a new program was being built in house. Senator Desforges warned that there would be bugs with the new software at first, but any problems that arose would be addressed and fixed as soon as possible. The current system will be back up on May 30th in preparation for the transition. In the Fall there will be training courses.

The Senate adjourned at 4:45 PM.