

**FACULTY SENATE MINUTES
SAM HOUSTON STATE UNIVERSITY**

November 18, 2021

3:30 P.M. – 5:00 P.M.

Remote via Zoom

Senators Present (27)

Samuel Adu-Prah (COSET), Mario Aschauer (CAM), Natalie Baker (CJ), Maria Botero (CHSS), Tim Brown (COE), Mona Cockerham (COHS), Tamara Cook (COSET), Brandy Doleshal (COSET), Mandy Duan (COBA), Debbi Hatton (CAM), Damon Hay (COSET), Soo-Yeon Hwang (NGL), Nick Lantz (CHSS), Victoria Lantz (CAM) Sureni Mullegama (COM), Junkun Ma (COSET) , Geraldine Monjardez (CJ), Audrey Murfin (CHSS), Mary Petró (COE), Debbie Price (COE), Stephen Rapp (CHSS), Vlad Radoias (COBA), Karen Sherrill (COBA), Aneika Simmons (COBA), Kyle Stutts (COSET), Anthony Watkins (CAM), Rebecca Wentworth (COE).

Senators Not Present (4)

Patrick Buzzini (CJ), Rhonda Callaway (CHSS), Kevin Randall (COHS), Xiaobo Wang (CHSS),

Called to Order

3:30 PM

Approval of Minutes

November 4, 2021, minutes were approved.

New Business

Faculty Senate reviewed all the nominations submitted for the Policy Review Committee. After careful consideration, it was decided to present to the Provost the following list of candidates for this committee:

Full professors:

Enrique Mallen, World Languages, CHSS,
Ken McIntyre, Political Science, CHSS,
Don Albert, Geosciences, COSET,

Associate professors:

Nancy Baker, History, CHSS,
Paul Eaton, Educational Leadership, COE,

Assistant professor:

Aaron Brown, Theatre, CAM.

For the non tenure (NTT) faculty, the consensus in Senate was that this should probably be a separate committee. FS received several NTT nominations, in particular from COM. However, in fairness to all interested NTT faculty, Senate recommends putting out a call for NTT faculty so all interested faculty can apply.

Senate Committee Reports

Academic Affairs Committee

Senator Hatton (Chair of AA Committee) presented the review of the following three policies.

- APS 950531 – Uniform Undergraduate Degree Plan Requirements. The AA committee recommended to accept the policy with no recommended changes. Senator Cook moved to accept the recommendation of the AA committee and the motion was passed.
- APS 910312 – Academic Probation, Suspension, and Termination. The committee previously reviewed the policy and accepted with requested changes including the inclusion of definitions of probation, suspension, and termination. The AA committee is satisfied with added definitions. No further action was necessary.
- APS 900823 – Academic Grievance Procedures for Students. The committee previously reviewed the policy but deferred voting to accept the revisions seeking additional information. Dr. Anne Galliard provided additional information that answered some of the concerns, however, committee members felt the following changes needed to be addressed in the final revision of the policy. As such, the AA committee recommendation is to accept the policy with the following changes:
 - 1) Reduce time for filing, responding, and reviewing a grievance to 5 working/ 10 calendar days. This change is requested to ensure a quick resolution and ensure that the grievance does not extend into a subsequent semester causing hardship for all involved and potentially preventing students from making adequate progress toward their degree. Additionally, with the establishment of 7.5 week and 5-week semesters, the need to shorten the review period becomes crucial to the workability of the policy. Shorten time frame for the resolution of these issues.
 - 2) As written, the policy only ensures faculty involvement in the beginning stages of the grievance process. Suggestion that the faculty member is involved in all steps. The committee feels strongly that changes need to be made ensuring that the views of all parties to the grievance are represented throughout the process, are informed of decisions at each stage and are provided a means to appeal the decision. This change would ensure that the faculty as well as the student is provided due process. This helps the faculty member to have a voice and due process to continue.
 - 3) The committee feels strongly that changes to a student's academic record should not be made without faculty notification. While the committee appreciates AA assurance that changes rarely occur, members felt including a statement codifying changes would not be made without first notifying the instructor would build trust between faculty and administration.
 - 4) A faculty member has the freedom to recuse themselves after the Chair's evaluation.

Senator Hatton moved to accept the recommendation of the AA committee and the motion was passed.

Committee on Committees & Surveys

Senator Lantz (member of the CC committee) presented the review of the CC committee. The committee members have been collecting information regarding pressing issues with regards to the Committee Book, including questions about number of faculty in each committee, representation for each College, uniformity in requirements for each committee, and faculty eligibility, among others. The CC committee will present a full report at the next FS meeting.

Faculty Affairs Committee

Senator Adu-Prah (Chair of the FA Committee) presented the review of APS 860904 – Academic Credit for Experiential Learning. The members of the FA committee requested further clarification for the subsequent steps of the process described in 2.05. The Provost clarified that there is no appeal process for students after the faculty member has made their recommendation. Based on this feedback, the AA committee recommendation is to accept the policy with no need for additional language. Senator Adu-Prah moved to accept the recommendation of the FA committee and the motion was passed.

Members of the FA committee are currently working in the APS 901014 – Graduate Faculty Status working and will provide a report next meeting.

University Affairs Committee

Senator Petron (member of the UA Committee) presented the review of APS 890303 *Employment of Graduate Assistants*. The members of the UA committee agree that the concern is not the certification provided by the Dean but the criteria used to provide this certification. As such, members of the UA committee recommend that in accordance with APS 871214 -English Language Proficiency for Instructional Personnel, the speaking sections of the TOEFL, IELTS or PTE exams serve as the standard for acceptable oral English proficiency for graduate teaching assistants. Specific score requirements will be updated on the Graduate Admission page, including all possible exceptions. The office of Graduate Studies will determine the scores. These recommendations are in line with other institutions. Senator Petron recommends that we wait for the chair of the UA committee to officially move this recommendation in the next FS session.

Next Meeting

December 2, 3:30 P.M.

Adjournment

5:03 PM