

**FACULTY SENATE MINUTES
SAM HOUSTON STATE UNIVERSITY**

October 27, 2022
3:30 P.M. – 5:00 P.M.
Austin Hall

Senators Present (23).

Samuel Adu-Prah (COSET), Irfan Ahmed (COBA), Maria Botero (CHSS), Patrick Buzzini (CJ), Tamara Cook (COSET), Brandy Doleshal (COSET), Mandy Duan (COBA), Jamie Duran (COE), Damon Hay (COSET), Nicolas Lantz (CHSS), Victoria Lantz (CAM), Kimberly LaPrairie (COE), Kenneth McIntyre (CHSS), Geraldine Monjardez (CJ), Audrey Murfin (CHSS), Erica Pasquini (COHS), Debbie Price (COE), Vlad Radoias (COBA), Karen Sherrill (COBA), Zachary Valdes (NGL), Anthony Watkins (CAM), Rebecca Wentworth (COE), Darren Williams (COSET).

Senators Not Present (7).

Mario Aschauer (CAM), Rhonda Callaway (CHSS), Debbi Hatton (CAM), Sureni Mullegama (COM), Todd Primm (COSET), Zeinab Shuker (CHSS), Xiaobo Wang (CHSS).

Special Guests.

Major General David Glaser (Retired), Chief Strategy Officer and Dr. McCartney Johnson, Deputy to the President.

Call to Order

3:30 PM

Mr. Glaser and Dr. Johnson thanked the Faculty Senate for the opportunity to present the Strategic Plan update. Mr. Glaser and Dr. Johnson outlined the key themes that emerged from the goals. They mentioned that implementation of the plan will be in phases beginning fiscal year 2024.

Senators were concerned about the opportunity to review the plan given the short timeline. Mr. Glaser responded that they will be mindful of review timelines.

Approval of Minutes

The minutes of the October 13, 2022, meeting were approved.

Senate Committee Reports

Academic Affairs Committee:

Senator Cook (Chair of AA Committee) reported on the following:

APS 810806– Student Educational Records

The Academic Affairs Committee is fine with Dr. Gaillard’s response but notes the following: Dr. Gaillard states that “written consent” is understood to include electronic communication. However, if that is the case then why is consent qualified in section 9.01 “consent (written or electronic)” if it is assumed to include both? The committee recommends moving the clarification from 9.01 to the first mention of consent, which is in section 3.02

APS 110511—Appointment, Workload, and Evaluation of Chairs

The policy was reviewed by the AA Committee on Tuesday, October 25, 2022. Committee members recommend adopting the policy with the following considerations.

In Section 1.04, we assume the intent is for input to be sought from faculty on **who** should be appointed chair, not whether a chair should be appointed. We suggest changing the wording to “The decision on who should be appointed chair should incorporate input from the faculty.” The Senate voted unanimously to accept the policy with the recommendation.

Senator Cook also mentioned the committee’s reluctance to select a proposal to develop at this time. The Committee suggests devoting a substantial amount of time at an upcoming Faculty Senate meeting to discuss this issue, maybe pare the list to a few proposals that we think are important, and then ask the broader faculty community (either through the newsletter or a survey) for their input.

The Chair mentioned that the faculty-driven ideas will be published in the newsletter for faculty and brainstorm in the Senate.

Committee on Committees & Surveys

Senator Doleshal (Chair of CCS Committee) outlined the ideas for the committee on the faculty-driven proposals. Senator Doleshal mentioned that the committee has not committed to any of the ideas yet to develop a proposal.

Faculty Affairs Committee

Senator Lantz (Chair of FA Committee) reported on the committee’s recommendations on proposed approaches to the *Faculty Handbook* Revision. Options were provided for the revisions (Refer [*FA Committee report*](#)). The committee provided a summary of the approaches for evaluations.

Summary of Proposed Approaches to Faculty Handbook Evaluation

- The evaluation of the Faculty Handbook includes some proposed motions that will help determine how we proceed from here. The committee wants to get some direction from the senate about whether they should just make corrections to errors and broken links, or add a few sections, or substantially revise the handbook. That last one would be a lot of work, so they would like to have a conversation with the whole senate before proceeding.
- The document also includes a list of the corrections and updates they identified for the current handbook.

- A table of contents outlining a possible way to revise the handbook more substantially, should we decide to do so. This is just a draft/starting point to show the senate an idea of what a revised handbook might look like, should we decide to go that way.

The Senate overwhelmingly approved transforming the Faculty Handbook and passed the motion to make corrections to errors and broken links and substantially revise the handbook. Senators were concerned about the volume of the handbook and the possibility to trim it. The committee suggested soliciting other committees to write part of the FH. On the policy on the broken links, the Chair of Senate responded to clear out legal issues with Dr Gaillard. Options for dissemination were mentioned.

Senator Lantz also presented the faculty-driven projects to be developed to proposals from the committee.

University Affairs Committee

Senator Murfin (Chair of UA Committee) responded to the evaluation of response received regarding APS- 900823 Academic Grievance Procedures for Students and raised the concern for clarification. The Chair asked that the Senate invite Dr Gaillard to come to Senate to clarify concerns.

New Business

Policy review assignments for committees

The Chair provided a spreadsheet detailing policy review assignments for standing committees

Workload Policy- Senator LaPrairie

Senator LaPrairie a member of the University Workgroup Committee on Workload Policy, mentioned the activities of the group and asked that suggestions be submitted to the committee.

Faculty Senate Social:

The Chair opened a discussion on the invitation and logistics for the upcoming Faculty Senate social. The Senate agreed to have the first social on November 17, 2022.

The Chair mentioned that Bearkat Bundle audit is in progress and will present to Senate in the next meeting.

Chair's Report

The Chair's report included the following:

- Watermark update
- Update on Simple Syllabus
- Report from the Texas Council of Faculty Senates (TCFS) meeting
- Update process of Tenure & Promotion, Post-Tenure Review and FES
- International Office and support for international Faculty.
- Update on working group for the creation of a proposal for non-tenure track faculty to join FS. Please follow the link below to view the guidelines and questions for drafting the proposal shared with the members of the working group tasked with writing this proposal [Guidelines and Questions for Proposal.pdf](#)

Next Meeting

November 3, Peabody Library, 3:30 P.M.

Adjournment:

The meeting was adjourned at 5:05 P.M.