

**FACULTY SENATE MINUTES
SAM HOUSTON STATE UNIVERSITY
February 15, 2007**

Chair Philip Morris called the meeting to order at 3:34 pm.

Members present: Tracy Bilsing; Doug Constance; Jerry Dowling; Bill Edgington; Stacey Edmonson; Mark Frank; Joan Hudson; Ann Jerabek; Rosanne Keathley; Gerald Kohers; Brian Loft; Bill Lutterschmidt; Philip Morris; John Newbold; Jay Whatley.

Members absent: Peggy DeMers; Jim DeShaw; Yasser Djazaerly; Mary Gutermuth; Renee James; Paul Loeffler; Debra Price; Tracy Steele; Yan Zhang.

Approval of minutes:

The minutes of the February 1, 2007 meeting were approved.

Chair Report:

Chair Philip Morris reported on items discussed at the most recent APC meeting and other issues of interest.

- The APC is in the process of reviewing and updating Academic Policy Statement 810806 – Student Educational Records.
- The APC is making changes to Academic Policy Statement 990407 – Student Resignations. These changes would replace the WP and WF marks with a W mark. Also, students would be allowed to resign from the university any time PRIOR to taking a final exam.
- At the latest APC meeting, a dean asked for clarification about the role of Associate Deans in the tenure and promotion vote. The current policy is silent about the role of the Associate Deans in this process. Given the time constraints, it was decided that this year Associate Deans with teaching responsibilities would be allowed to vote in the DPTAC of their respective tenure units. If the Senate feels strongly one way or the other on this issue, it should be addressed next fall.
- Effective immediately, students with more than 90 hours are required to undergo mandatory advisement each semester before being allowed to register for classes.

Committee Reports:

- **Academic Affairs:** Nothing to report
- **Committee on Committees:** Committee Chair Gerald Kohers reported for the committee:
 - The Preference Form for faculty to indicate their preferred committee assignments will again be administered online in the coming weeks. An email will be sent out next week to all faculty with instructions on how to fill out the form. Senators were reminded to encourage their colleagues to fill out the form.
 - Two university committees are each short one member. The Committee on Committees recommend two faculty members for the vacancies. The Senate voted to approve the recommendation of those faculty members.

- In preparation for this year's Faculty Survey, copies of last year's Faculty Survey were distributed. Senators were asked to review the survey and be prepared to discuss any changes or modifications that they would like to see at the next meeting.
- **Faculty Affairs:** Committee Chair Debbie Hatton reported that the committee was examining the 8.5% vs. 6% ORP rates. However, the committee was having difficulty getting information needed to complete their analysis. Senate Chair Morris will work with the committee to find and obtain the needed information.
- **University Affairs:** Nothing to report

Senate Input:

- IDEA form administration – Senator Keathley discussed issues related to the administration of the IDEA evaluations during the Fall semester. In particular, faculty are concerned that the IDEA forms are not delivered to the faculty in a manner that matches the suggested “best-practices” as detailed by the IDEA people. In addition, it appears that some colleges may have imposed additional rules on the administration of the IDEA forms (such as when the forms must be returned) that makes it difficult for the faculty to comply with the suggested “best-practices.”
- Bearkat One Card and Class Attendance – Senator Brian Loft (who represents the Faculty Senate on the Bearkat One Card Advisory Committee) reported that the Bearkat One Card Advisory Committee was considering using the Bearkat One Card for recording class attendance using a “card-swiping” system in some large classes. Senators expressed mild support for the plan based on the belief that it would ease faculty efforts in taking attendance. However, senators expressed general disapproval of the fact that the Bearkat One Card is administered by an external entity (the bank). Furthermore, senators expressed concern for the cost of the “card readers” that would be needed in each classroom.

A motion was made to adjourn the meeting, and the Faculty Senate adjourned at 4:45.