

FACULTY SENATE MINUTES
SAM HOUSTON STATE UNIVERSITY

October 21, 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), , Rhonda Callaway (CHSS), 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 Petrón (COE), Debbie Price (COE), Kevin Randall (COHS), Stephen Rapp (CHSS), Vlad Radoias (COBA), Karen Sherrill (COBA), Aneika Simmons (COBA), Xiaobo Wang (CHSS), Anthony Watkins (CAM), Rebecca Wentworth (COE)

Senators Not Present (3).

Patrick Buzzini (CJ), Mona Cockerham (COHS), Kyle Stutts (COSET),

Special Guests.

Dr. Ken Hendrickson, Dean of the Graduate School and Dr. Michael Demson, Chair of the University Curriculum Committee (UCC).

Called to Order

3:30 PM

Special Guests

Dr. Ken Hendrickson answered several questions regarding updates to APS 930129 *Graduate Degree Enrollment and Completion Requirements* and APS 890303 *Employment of Graduate Assistants*, currently under review by Faculty Senate.

- **APS 930129.** Dr. Hendrickson argued that there are two main supporting reasons for the proposed changes regarding continuous enrollment of students. First, this measure will help students meet the expected completion date of their degree and, second, this will allow students to be able to use the library throughout the summer. Senator Lantz raised a concern that this will require faculty to work during the summertime, despite only being contracted to work for nine months. Dr. Hendrickson agreed that this concern regarding summer overload must be considered. Senator Price argued that continued enrollment is important for some colleges. Dr. Hendrickson suggested a change of language in the policy from “required” to “normally” with the aim of allowing flexibility to meet the needs of each individual college.
- **APS 890303.** Dr. Hendrickson clarified that the requirement found in 2.01, that students are required to have eighteen graduate semester hours in their teaching

discipline, is a requirement from the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) and that this can include credits brought from a previous institution (including international), as long as the student has obtained a transcript validation for these credits. He argued further that the aim of this policy is to be in alignment with SACSCOC, however, once the basic framework is established, there is a degree of flexibility to accommodate the needs of each department. Dr. Hendrickson answered questions regarding the English language proficiency requirement found in point 7 of this APS. He argued that this requirement is based on the Texas Education Code and because of that, there is not much flexibility at the university level. Senator Petron raised the concern that most Academic Deans are not qualified to provide this endorsement because they are not trained professionals. Dr. Hendrickson argued that the Deans' role is to be a good ally to faculty if a complaint of this nature arises. Senator Petron suggested mirroring similar policies in other institutions in Texas, Dr. Hendrickson would welcome this suggestion.

Dr. Michael Demson provided an update on some recent changes that have taken place at the UCC, in particular, changes regarding the timeline of review of proposals. The electronic format currently adopted, in addition to the accelerated timeline for review, has made it difficult for members of this committee to properly review the submitted proposals, and for a faculty Chair to guide this committee. Dr. Demson updated FS on the creation of a subcommittee that is charged with the task of revising the mission and procedures of the UCC. This subcommittee will have representation from associate deans from every college, and junior and senior faculty from several colleges across campus. Dr. Demson will provide an update to FS before submitting this proposal to the Provost's Office. Several Senators expressed their approval of this revision.

Approval of Minutes

Senator Petron moved the minutes be approved with the following amendment: the addition of the policy name -in addition to the policy number- for each individual policy mentioned in the minutes. The minutes of September 30, 2021 were approved with the amendment.

Senate Committee Reports

Academic Affairs Committee

Senator Hatton (Chair of AA Committee) presented the review of APS 900823 *Academic Grievance Procedures for Students* on behalf of the AA committee. The committee has the following questions that require further clarification:

- 1) In section 2.01 - What constitutes "alleged unprofessional conduct related to academic matters by an instructor" which would not be handled by HR or Title 9?
- 2) In section 2.03 - How would the University adjust an instructor's attendance record or grade on a specific assignment which are examples of disputes this policy governs?
- 3) Clarification on the discrepancy pointed out by legal counsel in 2.05.
- 4) Why does the Dean of Students oversee allegations of cheating - APS 810213 while the Provost oversees appeals of grades and attendance - APS 900823?

Committee on Committees & Surveys

Senator Wentworth (Chair of CC Committee) updated FS on the new charge (reviewing the Committee Book). The CC committee will provide a report during the next FS meeting.

Faculty Affairs Committee

FA committee has been recently charged with revising APS 860904 *Academic Credit for Experiential Learning*. The FA committee will provide a report during the next FS meeting.

University Affairs Committee

The UA committee will consider the information obtained through the discussion of Dr. Hendrickson and will provide an updated review of APS 890303 *Employment of Graduate Assistants* at the next FS meeting.

Shared Governance Committee

Senator Sherrill (Chair of the SG Committee) presented an update of the work done by the SG committee. The committee continues to review how other institutions have adopted shared governance; the current aim is to delineate the overarching principles that will guide a shared governance proposal.

Other Reports

Strategic Plan Steering Committee

Senator Sherill updated FS on the creation of focus groups for faculty and faculty senate. These focus groups will provide feedback in response to the President's questions and this feedback will be used to design the questionnaire that will be sent to the university.

Chair's Report

The Chair provided an update on the following topics:

- Chair and Chair-Elect meeting with Provost on October 8.
- Emergency university closures via Katsafe should indicate status of online courses.
- Issues with Committee Book – Committee on Committees & Surveys making sure faculty representation is correct.
- New university laptop login issue (sign-in only when on wi-fi) - Provost will bring up to VP of IT.
- The creation of an email directed to all faculty containing updates from FS is currently being discussed.
- Discussed stalled policy review (FES, Post-tenure review, etc.). In response to this update some senators raised the concern that faculty was not involved in the development of these new policies. Senators Doleshal, Hay, Price, and Rapp, will work on a statement that raises these concerns and argues for the involvement of faculty in the creation of this policies. Further concerns regarding how these policies will affect junior faculty were raised.
- **Other Updates**
 - Questions were raised regarding the criteria for approval of faculty-authored materials as referenced in APS 860211 *Instructional Materials*. The Chair

followed-up with Dr. Gaillard to add language on criteria that approvals are based on the relevance of the content and fairness of the pricing structure.

- APS 810701 *Instructional Overload Assignment*. In the last senate meeting there was a concern that there was no mechanism indicated for overloads exceeding 0.50 FTE. Dr. Gaillard clarified that such rare exceptions to academic policies are always possible with the Provost's approval. In response to this update, it was suggested that language be added to clarify this mechanism.
- A redacted version of the university contract with Barnes & Noble was distributed to Faculty Senate. In response to this update several concerns were raised regarding the lack of clarity regarding revenue and concerns regarding students reporting issues with the "first day complete".
- The University Impact Committee is forming a subcommittee to investigate the possibility of using *mobile credentials* in lieu of physical ID cards. A Senate or faculty volunteer is needed to serve on this committee.
- Senator Patrick Buzzini is working on an initiative to get problems with IT addressed. He asks that members of Senate talk to their colleges and find out about current issues with IT and send these to him.
- The Chair and Chair-Elect attended the Texas Council of Faculty Senates meeting (virtually) last week. Further updates will provided, time permitting.

Unfinished Business

Recommendation on APS 860211 - *Instructional Materials Acquisition Policy*. The timeline issue raised last session was retracted after that meeting by the senator who raised it. Senator Radoias argued for clarification on the issue of fairness of price, arguing that there are two distinct issues that must be separated: the price given to the student (which largely depend on external factor such as the publisher and bookstore) and the royalties received by a faculty member. This discussion will continue in the next FS meeting.

Announcements

Senator Hatton reminded FS of the upcoming Conversation with Administrators.

Next Meeting

November 4, 3:30 P.M.

Adjournment:

5:03 PM