

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.

WHAT YOUR ACADEMIC AFFAIRS SUBCOMMITTEE HAS DONE FOR YOU LATELY:

Attempted (and probably succeeded) in clearing up the clinical faculty issues, including recommending changes to the policy defining their rights and privileges.

Addressed the Research Excellence Award issue, recommending a somewhat modified nomination process and timeline. Not sure what the status of this recommendation is after it left us, but apparently it didn't affect the 2012 cycle of nominees.

Looked at the on-line Faculty Handbook, and found it wanting. Specifically a vast number of links are dead, policies are outdated as linked to, and some items are no longer even valid, while others need to be included. This is just the tip of the iceberg there.

REPORT ON FACULTY HANDBOOK TABLE OF CONTENTS

Respectfully submitted by the Academic Affairs Committee

The members of the AA committee were assigned sections of the handbook to explore and find any errors, bad links, outdated information, etc.

The faculty handbook can be found here:

http://www.shsu.edu/~vaf_www/Faculty_Handbook/

Here is a list of the current sections and the problems discovered (probably not an exhaustive list):

Faculty Handbook

Section A: General Information

- [Introduction and Preface](#)
- [Commitment to Affirmative Action and Equal Opportunity](#)
- [Description and Governance of Texas Higher Education](#)
- [Faculty Senate](#)

- [The Student Community](#)
- [University Mission, Goals and History](#)
- [University Organization and Administration](#)
- [University Services and Miscellaneous Information](#)

Section B: Academic Policies and Procedures

- [Academic Advisement and Mentoring](#) – SEEMS OKAY
- [Academic Dishonesty](#) - SEEMS OKAY
- [Academic Freedom and Responsibility](#) – SEEMS OKAY
- [Academic Grievance Procedures for Students](#) - WAS SCHEDULED FOR REVIEW ON 10/1/2008. WAS IT? ALSO A DEEP LINK AT THIS SITE IS A 'DEAD LINK'
- [Academic Instructional Staffing](#) – SEEMS OKAY
- [Academic Policy Statements](#) SEEMS OKAY, BUT WONDERING I F POLICY 820830 ON GRIEVANCE FACULTY PROCEDURE HAS BEEN REVISED (LAST VERSION IS 3/18/2005!)
- [Academic Probation and Suspension](#) – SEEMS OKAY
- [Acceptance of Money from Students](#) CAN WE MAKE CLEAR WHAT IS A RANK BELOW LECTURER? THESE FACULTY MEMBERS CAN GET PAID EXTRA, IF APPROVED BY THE DEPARTMENT CHAIR.
- [Administrative Office Hours](#) SEEMS OKAY

- [Affirmative Action and Equal Employment Opportunity](#) SHOULD THE POLICY BE AMMENDED TO INCLUDE “SEXUALITY” AS WELL – i.e., “to provide equal opportunity for all persons in accordance with their individual job-related qualifications and without illegal consideration of race, creed, color, sex, SEXUALITY, religion, age, national origin, or disability.” WASN’T THIS JUST ADOPTED BY SHSU?
- [Alcohol Beverage Policy](#) SEEMS OKAY
- [Americans with Disabilities Act](#) SEEMS OKAY
- [Appointments to the Faculty](#) REVISE THE “APPOINTMENT OF CLINICAL FACULTY MEMBERS” POLICY TO REFLECT THE WORK THAT THE FACULTY SENATE JUST COMPLETED ON CLINICAL FACULTY.
- [Attendance Initiative](#) SHOULD WE CHANGE THE TITLE OF THIS LINK (?) – THERE ARE 3 DIFFERENT TOPICS: (1) INITIAL ENROLLMENT VERIFICATION; (2) FIRST ALERT; (3) TITLE IV FUNDING REQUIREMENTS. ONE IDEA TO CONSIDER: KEEP (1) AND (3) TOGETHER, SINCE THEY DEAL DIRECTLY WITH ATTENDANCE. SEPARATE (2) INTO ANOTHER LINK (PERHAPS PUT IT WITH MENTORING SINCE IT HAS TO DO WITH THE QUALITY OF A STUDENT’S WORK)
- [Attendance Policy for Classes](#) SEEMS OKAY
- [Audit Policy](#) “AUDIT POLICY” LINK DOES NOT WORK
- [Austin Hall Policy](#) “AUSTIN HALL” LINK DOES NOT WORK
- [Building Liaison Policy](#) SEEMS OKAY
- [Calendar](#) SEEMS OKAY
- [Campus Key Policy](#) SEEMS OKAY
- [Commencement Participation](#) SEEMS OKAY – I WAS SURPRISED TO READ THAT “A member of the regular faculty who cannot attend a commencement exercise is expected to notify in writing his/her academic dean or library director, as appropriate.” IS THIS COMMON PRACTICE?
- [Committee Structure of the University](#)
- [Confidential Data Policy](#)
- [Consortial and Academic Contractual Agreement Review](#)
- [Contracts](#)
- [Copyrights and Patents](#) COPYRIGHT COMMITTEE CORRECT AS OF 9/2006. NEEDS UPDATING; PATENT COMMITTEE REVISED 2003?
- [Curricular Changes and Textbook Adoption](#) LOOKS OKAY.
- [Curriculum Development and Evaluation](#) CURRICULUM COMMITTEE LOOKS OKAY, BUT ACADEMIC AFFAIRS COUNCIL IS SERIOUSLY OUTDATED. LISTS PAYNE AS CHAIR, HEBERT AS MEMBER, BONONNO AS SOCIOLOGY CHAIR, PAUL LOEFFLER AS FAC SEN CHAIR, AND PROBABLY OTHER ERRORS THAT WE SIMPLY DON’T RECOGNIZE.
- [Department Academic Distinction Program](#) LOOKS OKAY.
- [Designation of Distinguished Professors](#) LOOKS OKAY.
- [Dismissal of Faculty](#) LOOKS OKAY.
- [Drug-Free Work Place](#) NEITHER LINK WORKS
- [Emergency Closing](#) LINK DOES NOT WORK.
- [Faculty Adherence to Class Schedule and Faculty Absences](#) B-1 EMPLOYEE LEAVES LINK DOES NOT WORK
- [Faculty Availability](#)
- [Faculty Evaluation System](#)
- [Faculty Instruction Workload Policy](#) OK
- [Faculty Leave Policies](#) outdated, review needed 2005, TSUS OK Human Resources link bad
- [Faculty Study](#) bad link

- [Gibbs Ranch](#) bad link
- [Graduate Faculty Status](#) OK
- [Granting of Honorary Doctorate](#) bad link
- [Grievance Procedure](#) TSUS OK. AP due review Aug 2007
- [Honors Program](#) AP review due Nov 2007
- [Interim Faculty Members](#) AP due review Apr 2006
- [Library Use Policy](#) OK
- [Logo Use](#) bad link
- [Medical Emergency Procedures](#) bad link
- [Members Not Employed by SHSU Serving on Thesis and Dissertation Committees](#) AP due rev June 2011
- [Naming of Buildings Policy](#) bad link
- [Nepotism](#) TSUS OK. Human resources bad link
- [Non-Reappointment and Denial of Tenure](#) ALL LINKS SEEM OKAY
- [Open Records Policy](#) LINK DOES NOT WORK
- [Orange Lighting Policy](#) LINK DOES NOT WORK
- [Outside Employment for Faculty](#) BOTH LINKS SEEM OKAY
- [Payments to University Employees for Services](#) BOTH LINKS SEEM OKAY
- [Peabody Library Policy](#) LINK DOES NOT WORK
- [Personnel Records](#) SEEMS OKAY
- [Political Influence](#) LINK DOES NOT WORK
- [Prerequisite Policy](#) SEEMS OKAY
- [Professional Librarians](#) SEEMS OKAY BUT LAST UPDATED IN 2004
- [Promotions in Rank](#) ALL LINKS SEEM OKAY
- [Research by Faculty](#) ALL LINKS SEEM OKAY
- [Retirement and Emeritus Status](#) ALL LINKS SEEM OKAY
- [Sam Houston Humanitarian Award](#) LINK DOES NOT WORK
- [SHSU Web Accessibility Policy](#) LINK DOES NOT WORK
- [Signatures](#) THE LINK FOR THIS SECTION IS NOT WORKING.
- [Smoking Policy](#) NEEDS TO BE UPDATED TO REFLECT SMOKE-FREE CAMPUS.
- [Space Management Policy](#) POLICY CLAIMS TO BE UP FOR REVIEW ON 8/2/2011. WAS IT?
- [Student Absences on Religious Holy Days](#) SEEMS OKAY.
- [Student Rosters and Records](#) STILL USING SAMMENU AND NELL. NEEDS UPDATING TO REFLECT THE NEW, DEMONIC BANNER SYSTEM.
- [Summer Employment](#) NO RELEVANT POLICY. SEEMS OKAY.
- [Syllabus Guidelines](#) JUST CURIOUS IF ANYONE ACTUALLY FOLLOWS ALL OF THESE GUIDELINES.
- [Tenure](#) LINKS TO RELEVANT POLICIES OKAY.
- [Travel](#) LINKS TO RELEVANT POLICIES OKAY, BUT WONDERING IF THE POLICY REGARDING TRAVEL TO WASHINGTON D.C. NEEDS UPDATING (FROM 2007).
- [University Administrative Computing System](#) INACTIVE LINK TO POLICY.
- [University Publications Policy](#) INACTIVE LINK TO POLICY. NO INFORMATION.
- [University Records Retention Schedule](#) 2ND LINK IS BAD.
- [Use of Telephone and Text Messages](#) POLICY LINKED.
- [Visitors in the Classroom](#) NO POLICY LINKED TO. MIGHT WANT TO INCLUDE LINK TO THE RELEVANT SYLLABUS POLICY REGARDING VISITORS.

- [Website Disclaimer](#) BAD LINK TO POLICY. THIS IS THE VERY DEFINITION OF IRONY, CONSIDERING THEY EXHORT USERS TO CHECK “THE ACCURACY, COMPLETENESS, CURRENCY AND/OR SUITABILITY OF ALL INFORMATION.”

[Section C: Academic Policy Manual](#)

[Appendix I: Organizational Chart](#)

[Appendix II: Campus Map](#)

[Appendix III: Other Helpful Links](#)

We are working on creating a logical way of presenting these various aspects of the Faculty Handbook and will present this at the next meeting.

Committee on Committee's Activities 2011 – 2012

- Updated the Senate Charter/Bylaws to reflect the increase in senate membership from 25 to 30.
- Obtained College/Library breakdown of FTE's and Headcounts from Provost's office in order to calculate the Faculty Senate Allotment.
- Obtained listing of Faculty from Provost's Office and IT@Sam for use in Committee Preferences, Senate Elections, Senate Survey, and Development Leave Ballot.
- Outlined new guidelines for the Committee for Excellence in Service.
- Came up with nominees to the various Committee's the Senate is responsible for and forwarded nominees to Graduate Studies (currently in charge of Committee Book).
- Discussed various committees in the Committee Book with Kandi Tayebi (Dean of Graduate Studies)
- Ran the Faculty Development Leave Election. Nominees are listed below.

Douglas	Constance
Paul	Loeffler
Hiranya	Nath

- Ran the Faculty Senate Survey and summarized results.
- Went through IT@Sam to send mass emails for Senate Survey, Committee Preference, Development Leave election, and Senate Election.
- Worked with IT@Sam to modify Senate Survey, Committee Preference Form, Development Leave election, and Senate Election.

- Ran the Senate Election for the Colleges/Library.

2012-2013			
Full	College	Senate	email
Randall Garner	CJ	2014	icc_rlg@shsu.edu
Dennis Longmire*	CJ	2015	icc_drl@shsu.edu
Gerald Kohers	COBA	2013	kohers@shsu.edu
Pam Zelbst	COBA	2014	mgt_pjz@shsu.edu
Mark Frank*	COBA	2015	eco_mwf@shsu.edu
Donald Bumpass*	COBA	2015	eco_dlb@shsu.edu
Joyce Mc Cauley	COE	2013	edu_jkm@shsu.edu
Debra Price	COE	2014	edu_dpp@shsu.edu
Donna Cox*	COE	2014	lyk001@shsu.edu
Richard Henriksen*	COE	2015	rch008@shsu.edu
Helen Berg*	COE	2015	hxb001@shsu.edu
Doug Ullrich	COS	2013	agr_dru@shsu.edu
Paul Loeffler	COS	2013	chm_pal@shsu.edu
Dwayne Pavelock	COS	2013	agr_dxp@shsu.edu
William Jasper	COS	2013	mth_waj@shsu.edu
Ricky White	COS	2013	chm_rcw@shsu.edu
Renee James*	COS	2014	phy_crj@shsu.edu
Joan Hudson*	COS	2015	bio_jxn@shsu.edu
Sheryl Murphy-Manley	FA&MC	2013	mus_skm@shsu.edu
Kevin Clifton	FA&MC	2014	kmc053@shsu.edu
Walton Watkins*	FA&MC	2015	watkins@shsu.edu
Hayoung Lim*	FA&MC	2015	hxl011@shsu.edu
Tracy Bilsing	H&SS	2013	eng_teb@shsu.edu
Jeff Crane	H&SS	2014	jlc041@shsu.edu
Diane Dowdey	H&SS	2014	eng_dxd@shsu.edu
Tracy Steele**	H&SS	2013	HIS_TLS@shsu.edu
James Crosby*	H&SS	2015	jwc014@shsu.edu
Nancy Baker*	H&SS	2015	neb001@shsu.edu
Stacy Ulbig*	H&SS	2015	sgu001@shsu.edu
Lisa Shen*	NGL	2015	lcs009@shsu.edu
Deborah Hatton***	H&SS	2013	scm_dah@shsu.edu

* Newly elected

** Chair 2013

*** Special Appointment

Annual Report

Submitted to the University Faculty Senate By the Faculty Affairs Committee

On May 3, 2012

Senators on the Faculty Affairs Committee:

Paul Loeffler, Chair
Mark Frank
Donna Deforges

Sheryl Murphy-Manley
Joyce McCauley
Rick White

In the fall of 2011 the committee addressed various issues related to summer school.

- 1) The twelve-hour issue: What is the appropriate maximum number of SCH allowed in one summer term.
- 2) The fee issue: Should the fee structure for long-term semesters be the same as total-summer or summer-terms?
- 3) The class size issue: Should there be a “standardized” minimum number of students for a class to “make”?
- 4) The faculty compensation issue: Should faculty compensation for summer instruction differ from long-term instruction?

During the fall we also were given the charge to amend and formalize the current award committee’s guidelines for the Faculty Excellence in Teaching Award. The committee examined the following components in its recommended revision.

- 1) Eligibility: To which group of faculty should the award be available?
- 2) Process: Should the selection committee retain the same open nominations process and what should be the steps in the evaluation?
- 3) Procedure: What latitude should the committee have in defining the criteria, the scale and the narrowing process?
- 4) Schedule of sequential events: What offices or committees are involved and when should tasks be completed?
- 5) General recommendations and comments:

In the spring of 2012 the committee was tasked with the “selection” of a Learning Management System (LMS). To address this task the committee decided to augment the committee by inviting several faculty who had extensive experience with LMS systems (our “heavy users”) as well as faculty who had significant experience with on-line courses. Our recommendation was developed after the committee:

- 1) attended each LMS product demonstration,
- 2) Developed and evaluated the findings of an online faculty survey,
- 3) Obtained accounts for each product for hands-on evaluation, and
- 4) Engaged in considerable debate.

Blackboard 9 was recommended as our preferred LMS.

The spring also included preliminary discussion of another important issue, online instruction at SHSU. Various issues were discussed but the LMS assignment interrupted this work. Issues to be addressed in 2012-13 include:

- 1) The “business model” for online instruction and its relationship with traditional on-ground instruction.
- 2) The number of students in online courses correlated with course design: graduate and undergraduate, writing intensive and web-based assessment, synchronous and asynchronous.
- 3) Comparable level-of-effort and time demands for on-line vs. traditional lecture courses.
- 4) Assignment procedure for online instruction, mandated or voluntary.
- 5) Quality control of online instruction, even a campus definition of best practices.
- 6) Student preferences and student options for modes of learning/instructions.
- 7) Use of IDEA, distribution procedures, separate IDEA specifically for online courses.
- 8) Relationship between DELTA and faculty, support opportunities and training requirements
- 9) Distribution of online fees
- 10) Multiple other issues that relate to a “business model” that is ill defined and poorly communicated by the administration and one that lacks buy-in by the general faculty.

University Affairs Committee Report for 2011-2012

The University Affairs committee started off the fall with a charge to investigate possible factors affecting enrollment stagnation, especially freshman enrollment. Data was collected regarding enrollment comparisons between SHSU and peer institutions in Texas (which found that enrollment had not stagnated as much as was thought, especially in comparison to schools of similar size); graduation rates and college enrollment data for public school students in surrounding counties; marketing campaigns; Visitor Center feedback; application and acceptance statistics; and so forth. Data collection and analysis was halted in light of the university's formation of the Strategic Enrollment Management task force. A 25-page report of the committee's incomplete investigation was submitted, including some general summary points, but the committee did not feel comfortable making specific recommendations in light of the unfinished nature of the research.

The second charge addressed by University Affairs was to propose ways for the campus to become more economically and environmentally friendly. The committee submitted a final report suggesting nineteen strategies, organized into a two-phase approach, for educating and motivating students, faculty, and staff as well as updating campus facilities and procedures. The committee submitted a specific proposal for the Faculty Senate to act as a role model by officially "going green," but the proposal was tabled by the Senate pending further discussion of exactly what this would entail. In the Spring, the University Affairs committee was charged to review seventeen new or updated policies from the Office of Information Technology (IT). The committee presented to the Senate its recommendations for approvals of or modifications to these policies.

Next the University Affairs committee was charged to investigate the use of IDEA evaluation in online classes. The committee compiled published research, as well as information from the deans at SHSU, about the use of IDEA online and the comparison of online and on-site IDEA scores. A complete report of data and conclusions was submitted, including seven suggested steps for the university to take based on the findings (including adoption of a separate evaluation system designed for the online environment). As an outgrowth of the committee's interviews with the SHSU deans, an additional statement and recommendation were also submitted concerning faculty compensation for online course development.

The University Affairs committee did not have time to address its final charge to propose strategies for strengthening the relationship between the university and the community of Huntsville. This charge may be reassigned to the committee during the 2012-2013 academic year.