

**FACULTY SENATE MEETING MINUTES
SAM HOUSTON STATE UNIVERSITY**

April 30, 2026
3:30 P.M. – 5:00 P.M.
Austin Hall

Senators Present (24) Robert Alvarez (CHSS), Michael Arrington (CHSS), Traci Austin (COBA), Emma Bullock (COSET), Patrick Buzzini (CJ), Miltonette Craig (CJ), Kevin Crouch (Associate Chair), Debbi Hatton (CAM), Owen Kelly (COM), Naomi Krawzik (COSET), Nick Lantz (CHSS), Victoria Lantz (Secretary), Ali Mchiri (COBA), Hannah Menendez (NGL), Olga Minich (COSET), Ricardo Montelongo (COE), Audrey Murfin (Chair), Andy Noble (CAM), Erin Owens (NGL), , Berna Rahi (CHS), Rebecca Wentworth (COE), Xiaobo Belle Wang (CHSS) Willow Yang (COBA)

Senators Not Present (5): Hosam Abdelhady (COM), Jennifer Child (CHSS), Magdalena Denham (CJ) Kimberly LaPrairie (COE), Erica Pasquini (COHS) Xiaobo Belle Wang (CHSS), Darren Williams (COSET)

Call to Order

3:30 PM

Special Guests

Jeffrey Harris, Chief Marketing and Public Information Officer; Jamilyn White, Director of Faculty Records and Reporting; Eric Owen, University Librarian; Mauri Smith, Director of Digital and Analytics

Call to Order

3:30 PM

Special Guests Comments and Q&A

- Senate Chair introduced Jeffrey Harris, Chief Marketing and Public Information Officer; Jamilyn White, Director of Faculty Records and Reporting; Eric Owen, University Librarian; Mauri Smith, Director of Digital and Analytics.
- Jamilyn White introduced the group of guests in terms of roles and how it relates to Watermark and website material.
- Jamilyn White talked through what faculty can select on the Watermark activities and what will appear/generate for faculty directory pages.
- Jamilyn White explained that they understand the need for faculty bios because of recruitment and that bios self-populate so faculty need to be aware of what is going in that box on Watermark.
- Eric Owen shared examples from library faculty in terms of what the bios may look like.
- Mauri Smith handed out the contact sheet for website/profile contacts per college. There are some differences between faculty and staff profiles.
- Mauri Smith explained who to contact for photos, how materials appears.
- Senator asked who to contact for photos (see contact sheet). Senator asked if faculty have to update toggles every year. The answer is yes. Faculty wanted self-selection so it must be self updated.
- Eric Owen responded to senator question about bios by going through the examples of his own profiles, using 4 different examples, to explain the options that faculty could have in terms of what tabs are available, where bios will go, etc.
- Senator asked about incorrect information and the material at the top must be changed by the college website contact. The material at the bottom is on Watermark.

- Senator asked about where the bio can go and amount of white space on the page. Mauri Smith explained that it is also formatted for mobile device. Senator asked about cost for these changes and it is \$250 an hour for every consulting hour at Cascade. Mauri Smith went into detail on what it means in terms of time and cost to request changes, new sites, material development, etc.
- Senator asked about the bio being separate on Cascade, apart from the Watermark material. Mauri Smith explained the difference in the system and the toggle of staff versus faculty.
- Senator asked about videos on faculty sites, and that is not available.
- Senator asked about personal websites, and the link in bio text does not work well. Possibly test with Watermark or in the contact information to find a space for personal websites.
- Jamilyn White mentioned that they understand how good of a recruiting tool it is, so these changes are a priority.
- Senator asked Jamilyn White about the course listings. They are working to bring in titles and course descriptions instead of generic Banner information about course number and enrollment.
- Senator asked about a CV PDF. Watermark is replacing the CV material under the tabs.
- Mauri Smith explained about compliance with senate bills and they are required to scan the website weekly to scan for words that violate laws and material will be reviewed with multiple areas (legal, etc.) to see what needs changing.
- Associate Chair explained the importance of the website and working with senate to clarify the website.
- Mauri Smith shared the training experiences and said more will be offered in the summer and fall. She encouraged people to attend the trainings to get program webpages cleaned up.

Approval of Minutes

April 23 meeting approved

Senate Committee reports

1. Academic Affairs: APS 990407 Student Withdrawals and Leaves of Absence (vote)
 - Senate committee member summarized policy discussion in the committee and asked for insights from faculty.
 - Senator question about whether CARE network was required, over recommended. Unclear where in the policy it said CARE network is required.
 - Senator asked about what needed clarifying for the student access to services (like dining, parking, etc.).
 - Vote to accept with minor changes passed.
2. University Affairs: APS 800722 Merit Increases in Salary (vote), APS 820317 Faculty Evaluation System (vote)
 - APS 800722: Senate committee member summarized policy discussion in the committee and asked for insights from faculty.
 - APS 800722: Senator clarified that the merit increase policy is not matching the new performance policy.
 - APS 800722: Senator explained that departments and units need to detail actual rubrics to follow for merit and FES ratings.
 - APS 800722: Senators discuss 1) balanced, research, teaching loads; 2) the post-tenure policy; 3) merit and cost of living adjustments; 4) the changes of scale forthcoming; 5) professors of practice and lecturers.
 - APS 800722: Vote to accept with changes passed with further discussion with the Vice Provost.

- APS 820317: Senate committee member summarized policy discussion in the committee and asked for insights from faculty.
 - APS 820317: Senator asked for clarity on the decimal versus rounding up. Senators discuss the variety of differences across different units and that faculty are accountable to the individual department DPTAC.
 - APS 820317: Senator Kelly clarified some COM specific criteria.
 - APS 820317: Dean input, edits, and meetings. A lot of discussion about what this policy point is addressing.
 - APS 820317: Vote to accept with minor changes passed.
3. Faculty Affairs: APS 800328 Faculty Development Leave (vote)
- Senate committee chair summarized policy discussion in the committee and asked for insights from faculty.
 - Senator asked for clarity on the 12-month faculty in relation to the policy.
 - Vote to accept with minor changes passed.

New Business

Nominations and recommendation for 26-27 Associate Chair

- Chair reminded the body that senate no longer votes to associate chair, but current chair and associate chair will take the vote results to the President as a recommendation.
- Senator N. Lantz addresses the body in the room as a nominee for associate chair.

Update from working group (Senators Buzzini and Wentworth) on APS 250409: Senator Wentworth talked through the changes of the policies in the Polytechnic College workload and asked we review those changes.

Adjournment: 4:59 PM.