

**Stephen F. Austin State University**  
**Faculty Senate Meeting Minutes**  
**February 12, 2003 Meeting #317**  
**(Subject to approval at February meeting)**

Excused absences: Vi Alexander, Terry Jones, Gary Mayer, Carol Scamman, and Gary Wurtz  
Unexcused absences: Ann Doyle-Anderson and Roy Joe Harris,

***Call to Order***

The meeting was called to order at 2:30 p.m. by Senator King.

***Announcements***

The meeting of the Senate for May has been changed to May 7th.

The following is the proposed schedule of campus visits for candidates for the Provost/Vice President for Academic Affairs candidates:

**Dr. David Hopkins** Tuesday, Feb. 18, 10:30-11:15 a.m.  
at the President's Suite in the UC  
**Dr. John Johnson** Wednesday, Feb. 19, 10:30-11:15 a.m.  
at the Regents Suite A in the UC  
**Dr. Charlotte Stokes** Monday, Feb 24, 10:30-11:15 a.m.  
at the President's Suite in the UC  
**Dr. Mary Cullinan** Monday, Mar. 3, 10:30-11:15 a.m.  
at the President's Suite in the UC

These will be informal meetings. Coffee and punch will be available. Presumably there will be a more detailed agenda available for these meetings soon. Senators should make every effort to encourage their constituents to come to these meetings.

***Guests***

**Mr. Bill Wagner, Director of Instructional Technology Services**

"Back door access." So called "back door access" to faculty computers has been a hot button issue for the last several months. The root cause of the issues that have arisen lay in the nature of XP administrative accounts. There is no way to make these accounts secure except to have a single person who has the password in each department. If this person leaves, there may be no way to access these accounts without completely emptying and reconfiguring them. ITS proposed that an alternative password be established which would provide administrative access from the ITS shop. Mr. Wagner explained that this was done strictly at the discretion of individual departments, and that he felt that a great deal of miscommunication had taken place regarding these issues.

Issues regarding installation of software on faculty computers. Another issue that Mr. Wagner discussed was that the assumption that ITS would be the only group on campus responsible for or able to load software on individual faculty computers. He explained that the Tech Shop often receives the hardware, then the computer goes to the department. Tech Shop technicians are then required to go out to faculty offices to load the software. This causes scheduling problems, and it may make more sense to just load the software in the shop before the equipment goes out to the departments.

Senator Williams expressed concern regarding ITS policy and procedures in two areas. First, he indicated that there are problems with people installing software on their computers because they do not have access to administrative accounts. The second concern that he expressed is that the administrator has unlimited access to computers that are controlled under his or her account. Since the Tech Shop has administrative “back door access”, this gives the person in the Tech Shop total and unlimited access and thereby compromises security for any data on individual computers.

In responding to a question from Senator Jackson, Mr. Wagner indicated that the university does have site licenses for several updates from Microsoft, virus protection software, and Oracle. He also pointed out that there is a great deal software on campus that is not properly licensed and, therefore, makes the university legally vulnerable.

My SFA. Finally, Mr. Wagner reviewed the plans and progress on the development of the My SFA system which is to supplant Campus Pipeline. Three components of the new system are planned: a public website, a private website, and email. March 24 is the target date for having these in place. The public site will be very oriented toward recruiting students to become SFA students. At the same time, there will be a new intranet site. Changes to the intranet site will be cosmetic and substantive so that the intranet will look different and also perform better. It will be easier to constitute groups and improve communications. On the 24th ITS will also begin assigning students email accounts just as soon as students are accepted by the university. Students will be sent instructions on how to use this account in their university acceptance letter. The intent is to begin sending out emails on a fairly regular basis so that students are receiving communication from SFA (ex. Housing, Tech, major departments, etc.). Departments will be able to get email addresses for each of their potential majors. The Z underscore email will be changed and standardized (lastname, first initial, middle initial). Access codes for the people who are already at the University will remain the same under My SFA as they were under Campus Pipeline.

### ***Approval of Minutes***

Minutes of the December faculty senate meeting were approved with minor changes.

### ***Officers' Reports***

#### **Chair's Report**

Dr. King reported to the Board of Regents. At this meeting, the Regents asked questions about the way that GPA is calculated. There was some verbal support for the Senate's position on this issue.

Dr. King also attended the Academic Affairs Council, and reported on the following points:

- There was a discussion of course fees. Right now the University is collecting a \$6 fee which is supposed to be returned to the departments in the form of maintenance and operating funds. Since the M&O budgets do not actually reflect these amounts, there are questions as to where these funds are actually going. Dr. King also learned that the \$6 is deducted from the total course fee charged to the students. For example, if the course fee is set at \$30 then the \$6 will be deducted from that so that the actual money that flows to the department fee account will be \$24.

- Dr. King reported that there was general discussion on Intellectual Property Rights, but that no official action was taken in this regard.
- The Academic Calendar for 2004-2005 was approved by the Council.
- A proposal regarding “Students with ‘Undecided’ Major” was discussed and approved.
- The Academic Affairs council approved a program leading to a Master’s degree in athletic training.
- The Grade Repeat policy (Policy A-54) came up again, and no action was taken.
- The proposed Master of Science in School Mathematics was discussed and approved.
- Changes in policy A-57 regarding the Texas Academic Skills Program (TASP) were discussed and approved. These changes may impact which students are required to take developmental courses. In addition, changes in wording of this policy were necessary to put SFA’s policy in line with that of the Coordinating Board. Dr. King asked the Academic Affairs Committee of the Senate to examine the policy and report back to the Senate.
- The number of semester hours required at SFA for various student classifications is different from other universities in the state. There was some discussion about bringing our requirements more in line with other schools. No action was taken.
- Potential changes of the Cheating and Plagiarism policy (A-9.1) were discussed. The Academic Affairs Committee of the Senate is already examining this policy and the Council is seeking our input.
- Policies A-54 and A-55 on Transfer Credits were reviewed by the Academic Affairs Council, and minimal, non-substantive change was made.
- The name of the College of Education’s Office of ExCET Services was changed to the Office of Assessment and Accountability in order to better reflect the changes in the names of statewide teacher exams and the breadth of responsibilities of the office.

***Guests (cont.)***

**Dr. Tito Guerrero, President, SFASU**

- The day before the Senate meeting, Dr. Guerrero was in Austin to testify before the Education Subcommittee of the House Appropriations Committee. Based on the questions that were asked at the hearing, it appears to be the consensus that fairly radical reductions are necessary. Universities were instructed to come to Austin prepared to explain what the implications of the 7% mandate would be for their individual institutions. SFA’s highest priority is to make sure that salaries are maintained and summer programs are not decreased. Dr. Guerrero feels that the University should maintain maximum financial flexibility and refrain from rushing into decisions that may jeopardize our future options. The 7% mandated budget cut proposed by SFA was based on freezing positions that are unfilled. Dr. Guerrero stressed that the institution is, however, attempting to be somewhat selective about this policy. For example, significant resources have already been expended in recruiting a Provost/ Vice President for

Academic Affairs and Dean of Education. If SFA fails to pursue this, it will miss out on important opportunities.

The strategic planning process is another high priority for Dr. Guerrero. He feels that the process should not be derailed due to lack of funding. SFA has a history of being frugal, so some HEAF funds were available to help cover the 7%.

There is also a freeze on out of state travel, but, again, Dr. Guerrero expressed the need to have maximum flexibility in this area (e. g. travel funded by grants or other sources). He has met with the Vice Presidents and asked them to work through the channels to convey that administrators need to use common sense in regard to trips.

Dr. Guerrero feels like the state will ultimately ask for another round of cuts. SFA received instructions from the Legislative Budget Board to identify top priorities given a specific amount of money. It appears that base amount will remain the same over the course of the biennium.

The President reported that the Governor may be in favor of tuition deregulation which might or might not be advantageous to SFA. If the larger universities charge whatever the market will bear SFA may be in a better position to recruit students who couldn't afford the more expensive alternatives.

Senator King asked Dr. Guerrero if he could respond to the rumor that there are going to be major changes in summer school (e. g. a four day week, lower salaries for teaching classes, etc.)? Dr. Guerrero answered that for this summer, things will remain as they have always been. It is impossible to know what will happen in the new biennium and what we will need to do given the constraints of the new funding provisions. Anything which will negatively impact enrollment should definitely be avoided because it will be part of the base funding period when our state funding is determined.

Senator Zinn expressed her awareness of real concerns about how new faculty persons are supposed to get the support they need to lead to tenure and promotion. This is especially true since travel for conference presentations and portfolio building are not available. Dr. Guerrero answered that the University is trying to maintain maximum flexibility and common sense application of the travel restrictions. Hopefully administrators will demonstrate these characteristics.

Senator Copeland indicated that there was concern that private funding sources be utilized as they were designated to be used when they were initially acquired rather than converted to use by the University to help cover short falls. The President indicated that the University must value it's ethical stance and utilize funds for the purpose they were acquired.

Senator King asked about the recruitment of prospective faculty people and how the budget issues would affect them. Dr. Guerrero indicated that we don't know for sure that our proposal on the 7% mandate is going to be accepted. He indicated that we may be asked to cut deeper, and we are also certainly looking at other cuts. These two factors mean that it may be impossible to guarantee offers at this point.

Senator Jackson asked if all areas of the University (including athletics) is being required to make similar cuts or if the cuts applied solely to academics. The President responded that it was his understanding is that it is ALL areas of the University, including athletics, were being asked to make budget cuts. When asked specifically about the stadium press box renovation and construction project, Dr. Guerrero indicated that this work was being funded through a private corporation (the Coca-Cola Company).

## ***Officers' Reports (cont.)***

### **Chair-elect's Report**

- Report from the Graduate Council
  - Approximately 1600 students are enrolled in graduate classes. This is an increase of approximately 200 students. These students are, however, enrolled in a fewer number of semester hours than in the past.
  - Programs which have contributed to the increase in numbers of graduate students include the Ed.D. in Education, the Mathematics programs, and projects within the Department of Human Services.
  - Graduate programs in general have been a positive aspect for the University in terms of recruitment and retention.
- It is important to share with the Senate's constituents that 85% of funding for journal subscriptions has been retracted for the state cuts.
- One of the upcoming issues for the Graduate Council is that they will be reviewing approximately 100 new or revised graduate level classes.
- Masters for School Mathematics was discussed extensively and the language related to the intent of the degree was modified.

## ***Committee Reports***

### **Academic Affairs Committee**

- The Committee reviewed Policies A 41 A44 and E10A and concluded that no changes should be recommended to the President.
- Recommendations on Policy E-59 were delayed for further discussion.
- The following Resolution was presented by the Committee:

#### **Faculty Senate Resolution on Inclusion on the Academic Affairs Council**

WHEREAS, Shared governance is a widely recognized foundational principle in American higher education; and

WHEREAS, Shared governance was identified as a core value at Stephen F. Austin State University in the recent study by Dr. John Moore; and

WHEREAS, Shared governance requires the inclusion of faculty in the decision-making processes of the university; and

WHEREAS, There is no voting representative of the faculty on the Academic Affairs Council; and

WHEREAS, The Academic Affairs Council regularly makes decisions that affect the academic program of the university and the work of the faculty; and

WHEREAS, The Academic Affairs Council does include as voting members the Library Director, the Director of Instructional Technology, the Admissions Director, and the Registrar; and

WHEREAS, The Chair of the Faculty Senate and the Chair of the Chair's Forum are now included as ex officio members of the Academic Affairs Council; therefore be it

RESOLVED, That the Faculty Senate of Stephen F. Austin State University recommends to the President that in the interest of furthering the value of shared governance at the university, he immediately take the necessary steps to make the Chair of the Faculty Senate and the Chair of the Chair's Forum full voting members of the Academic Affairs Council.

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There was extensive discussion on this resolution. The Senators expressed two schools of thought. One line of reasoning held that the resolution did not go far enough and that a single faculty vote on the Academic Affairs Council (since it is a de facto policy making body) is insufficient. Another argument presented was that the Senate should work in incremental steps toward a tricameral government for the University in which the Academic Affairs Council, the Faculty Senate, and the Chairs Forum would all participate equally in the decision making process. The question was called with one Senator opposing the calling. The resolution passed by a vote of 12 in favor, 5 opposed, and 1 abstention.

- Senator McDonald presented a Resolution of Faculty Inclusion at Graduation:

#### **Resolution on Faculty Inclusion at Graduation**

WHEREAS, The relationship between faculty members and students was recently identified as the "key relationship" in a student's experience at Stephen F. Austin State University in the strategic planning process; and

WHEREAS, Graduation is a joyous occasion of recognition and celebration for students and those who have contributed to their education; and

WHEREAS,, Faculty play an important role in the success of our students and desire to participate more actively in the graduation ceremonies; therefore, be it

RESOLVED, That the Faculty Senate of Stephen F. Austin State University requests that faculty members be given a more public and active role in graduation ceremonies. Faculty may be given a more visible role in graduation by including faculty leaders with the platform party, featuring faculty as graduation speakers, listing the names of faculty serving as marshals in the graduation program and other relevant activities.

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The Resolution passed unanimously.

- Time for the session being expired, the other business of the Senate was carried over to the next meeting.
- Senator Caffery made a motion for adjournment; Senator Stroup seconded. The Senate stood adjourned at 5 p.m.

Respectfully submitted,

Dr. Dixie Mercer