

Stephen F. Austin State University

**Faculty Senate Meeting Minutes
April 9, 1997 Meeting #265**

Faculty Senate meeting # 265 was called to order by Chair Dahmus. The following senators were absent: Andrew, Blalock, McCune, Shows (excused), Simmons, Stewart, and Watts (excused).

The minutes for meeting # 264 were approved with minor corrections.

ANNOUNCEMENTS

Chair Dahmus reported on the results of the nominating committee for Faculty Senate officers. The nominees included the following candidates: Chair-Elect - Janie Kenner and Jimmi Rushing; Treasurer - Jill Dumesnil and Mark Simmons; and Secretary - Frank Codispoti and Sherry Williford. Chair Dahmus thanked those who agreed to run for office and announced that the election will take place in May.

OFFICERS' REPORTS

Chair Dahmus, reporting on the Academic Affairs Committee, announced that Dr. James Speer is the new Dean of Liberal Arts and extended congratulations to Dr. Speer who attended the meeting. During the May commencement, Ms. Peggy Wright, former Chair of the Board of Regents, will receive the second honorary SFA doctorate.

The committee approved simplified review routes for program modification.

The standards to be admitted into the Honors Program, to live in the Academic Excellence Hall, and to be a University Scholar were made uniform. Previously, the standards for the University Scholar were lower than the standards for the other two; this decision established uniform standards for the three programs. Dean Speer said that the ninetieth percentile on the SAT was set as the minimum to be considered as a beginning freshman in the Honors Program or the Academic Excellence Hall.

Discussed was the reorganization of the Department of Social Work to become the School of Social Work in the College of Applied Arts and Sciences. The reorganization was referred to committee for further study and will be brought back to the Academic Affairs Committee.

During the monthly meeting with Dr. Angel and Dr. Ashley, Chair Dahmus asked about the faculty salary prospects. Due to the uncertainty of legislative decisions, Dr. Angel could not make any projections. Dr. Angel believes that it is unlikely that any decision will be forthcoming prior to the middle of June; it would then go to the Board of Regents. Dr. Ashley thinks that it might be July before any real knowledge is determined about faculty salaries for next year.

Chair Dahmus asked Dr. Angel and Dr. Ashley about increasing the amount of money allocated to graduate assistantships, both stipends and benefits. Both are aware of the problem in that area but pointed out that there were many similar problems with little resources.

Chair Dahmus believes that, during the last ten years, the percentages of ORP Benefits have changed three times. Due to legislative maneuvering, Dr. Angel and Dr. Ashley were asked about the ORP Benefits. Dr. Angel says he does not know what is going on; again, that is something he will not know for some time.

Registrar Dennis Jones requested three marshals for graduation; McDonald, Sullivan and Rushing volunteered to serve. The marshals will be allowed to park behind the coliseum.

Chair Dahmus reported on correspondence from CoFGO. It is proposed that the name of the organization be changed from the Council of Faculty Governance Organization to the Texas Council of Faculty Senates. The rationale for the name change is to have the organization easily identified by people as the umbrella organization of faculty governance in Texas. Name change will necessitate some terminology changes in the constitution; some minor changes in the duties of the officers are required. Faculty senates across the state must approve the action in forty-five days for the constitutional changes to pass. McDonald expressed the thought that he believes that CoFGO makes the concerted effort to link campuses together and to bring significant issues to forum. Sullivan moved that the proposed constitutional revisions for CoFGO be approved. The motion was seconded by McDonald and passed unanimously. Dahmus will report the action to CoFGO.

McDonald reported that the Graduate Council meeting was specifically focused on appointments, reappointments and promotions in rank of graduate faculty. The second major agenda item was to review new graduate courses and graduate course changes. Due to the wide variety of proposed course changes review by the Graduate Council, a cover sheet is proposed to accompany all requests. The cover sheet will provide specific information to the council members and will accompany the departmental material to be reviewed. Further study is being undertaken.

Treasurer Rushing reported that expenses included \$27.00 for photocopies, \$79.00 in phone charges and \$413.09 for a new recorder and transcriber. A balance of \$1,201.59 was reported.

COMMITTEE REPORTS

Administration and Finance

Senator Rushing had an update from Dr. Box, Chair of the Intercollegiate Athletic Committee, on the NCAA Self Study. The NCAA Self Study is in the finalizing stage and when it is completed, the report will be available on the Web. The self study will clearly define the purpose of the athletic program and how it fits into the whole university setting.

Elections Committee

According to Dumesnil, the nominations have been received and ballots are being prepared. There are no candidates for the two vacancies in the College of Fine Arts. Chair Dahmus contacted Dean Ron Jones to urge him to solicit volunteers to represent the College of Fine Arts. Dumesnil identified another problem, two colleges have both a one-year unexpired term and three-year term to be filled. However, candidates did not identify which term length they were seeking. Candidates will be contacted to verify their desired positions.

Faculty Government and Involvement

The Faculty Government and Involvement Committee submitted a report on a study of the Departmental Administration (Index E-10A) drawing attention to the section Selection of the Department Chair. Choate expressed that many of the proposed changes were not necessarily changes, but things that were not currently pertinent to the procedure of selecting a department chair. Proposed deletions were indicated with a line drawn through them and additions were enclosed in brackets in the document to be reviewed.

The following changes were proposed to Departmental Administration (Index E-10A), *Selection of the Department Chair*.

Item 5 to read:

The Search and Screen Committee may have representation from outside the department. No more than one-third of the committee will be from outside the department, except in those cases where the small size of the department or other major considerations make this provision impracticable. Outside representatives will be elected by the department faculty.

Items 6, 7, 9, and 10 were deleted.

Choate moved that the procedure Departmental Administration (Index E-10A), be approved as proposed by the committee. Discussion followed.

Human moved to amend the motion to include item 7 with minor terminology changes. McDonald seconded the motion; the motion passed. Item 7 will read:

To enhance the ability of the committee to focus on the administrative capabilities of the candidates a member of the committee may be an individual with appropriate academic administrative experience.

After a discussion about the wording and the order of action, Choate moved to amend the proposal in item 12. Sullivan seconded the motion; the motion passed. Item 12, *Selection of the Department Chair section*, will read:

After the interviews and receipt of the Search and Screen Committee recommendations, the dean shall invite comments from all department faculty and those students who may have been involved in the process relative to the acceptability of various candidates. A summary of these comments should be forwarded along with the dean's recommendation and the final recommendation of the committee, to the Vice President for Academic Affairs.

Sullivan moved to amend the motion by deleting the word collateral. McDonald seconded the motion; the motion passed. Item 3 will read:

At least once every three years the dean will initiate a confidential evaluation of the department chair's performance by the faculty of the department. The instrument used in this formal evaluation, Chair's Triennial Review - Department Chair/Division Director Administrative Effectiveness Appraisal, shall request each faculty member to provide a recommendation on the continuance of the chair.

The original motion by Choate to change the policy and procedure, Departmental Administration (Index E-10A), with the above amendments was returned to the floor. The motion was seconded by Codispoti; the motion carried. Choate will put the proposed document in the final format, proofing carefully.

Choate presented a second issue from the Faculty Government and Involvement Committee by directing attention to the proposed Academic Appeals Procedure suggested to replace the existing Academic Complaints by Students. Choate, representing the committee, moved that the proposed Academic Appeals Procedure be passed.

Codispoti explained that the Academic Complaints by Students is a grievance process rather than an appeals process. He further stated that the intent of the proposed change is have the faculty responsible for the integrity of the grade process. Choate moved that the proposal be adopted. A brisk discussion followed. McDonald asked Dean James Speer about how many grade challenges he had received. Dean Speer responded that there had been three grade challenges in four years with only one case going to a college panel. Vice-President Ashley said that she had seen only one case in five years.

Grades may be changed only by a university authority upon the decision of the Academic Appeals Committee, or by the instructor any time prior to the decision of the Academic Appeals Committee.

Dumesnil seconded the motion. In the ensuing discussion, senators expressed concern about the dissension of the faculty on this issue and that Faculty Senate should not dictate to a divided faculty.

Sullivan moved to defer, both the amendment to the proposed Academic Appeals Procedures and the motion to adopt the proposed Academic Appeals Procedures on the floor, until the October, 1997 meeting of the Faculty Senate. The motion was seconded by Elliott-Howard. The motion carried by a seven to three vote.

Professional Welfare I

As a report, Rushing passed out a written summary of the committee's conclusions on Anonymous Evaluation of Academic Administrative Personnel. Rushing drew attention to the following paragraph in the summary:

Faculty Senate Chair Dahmus reported in the March, 1997, meeting that he took an informal poll of faculty senate representatives at the Spring, 1997, Council of Faculty Governance Organizations. Of the 25 representatives present, none indicated they submitted signed evaluations of deans and chairs. As a follow-up, a random telephone survey was done. Administrators at The University of Texas at Arlington do not request or require faculty to sign their evaluations of their academic administrators. At East Texas State University, signatures on such evaluations are optional.

Price moved that the meeting be adjourned; Codispoti seconded the motion. The meeting was adjourned.

Janie Kenner, *Secretary*