

Stephen F. Austin State University

**Faculty Senate Meeting Minutes
October 14, 1998 Meeting #278**

Draft; to be approved November 11, 1998.

Faculty Senate meeting #278 was called to order by Chair Jimmi Rushing at 2:35 p.m. The following senators were absent: McCune(excused); Alford (excused).

Minutes of meetings #275 and #276 were approved as submitted. Minutes of meeting #277 were approved, with minor revisions.

SPECIAL GUESTS

Dr. Glenda Walker, Director, Division of Nursing spoke to the Senate about the telemedicine project. The Division of Nursing is working with UTMB, Lamar University, and AHEC. They have been working with UTMB department of pediatrics for about a year doing telemedicine clinics. The patient comes to the Division of Nursing, and the treatment team (i.e., pediatrician, speech therapist, mobility therapist, nutritionist) is on-line at UTMB. The consult and physical examination is done by 2-way interactive video. They have had a consortium with Lamar University for about 2 years doing these clinics. In July, the division did a TIF grant to expand the clinics; this was funded at \$1 million. They will be putting in 6 telemedicine clinics: 2 schools from the Beaumont area, 2 from the Galveston area, and 2 from East Texas (Martinsville and Woden Schools). The 2-way interactive equipment will be installed in those sites, bringing them on-line with 8 telemedicine clinics. With 8 clinics running the telemedicine clinic for special needs children will be at the top of the nation in terms of utilization. In addition, they will be giving 200 laptop computers to the school nurses and special education teachers. This places them on-line with a triage nurse so when they have a child in need of a consult, they get on-line and contact the triage nurse or the pediatrician on a referral and what to do. There will be web pages for educational modules going to the school nurses and teachers with information they can disseminate to parents and teachers that can be used in the classroom in terms of health education. They hope to go on-line in January, and start setting up the clinics at that time. The 2 schools in this area are looking at perhaps doing dual level credit with SFA; they want to use the equipment in the schools for multiple purposes with concurrent dual level credit. It is hoped this will be a pilot and in 2 years they can go in their TIF and get the equipment for the majority of schools in this region.

Senator Elliott-Howard asked how the schools in East Texas were selected. Dr. Walker reported they went to the Nacogdoches County Schools' Co-Op because they were looking for children that are special needs children - Martinsville has one of the highest populations of these children (about 17). They inquired with school regarding their interest in this program, and Martinsville and Woden were both very enthusiastic about participating.

Dr. Larry King, SFA TACT President spoke briefly about the TACT (Texas Association of College Teachers) chapter at SFA. He distributed membership forms. TACT has been in existence for 50 years. This chapter is active. TACT's legislative program for the year includes a commitment to pay raises for faculty. There has been movement in this area with a positive response from the legislature. In addition, there is concern about the reduction in ORP contributions from the state. Those hired after 1995 have lesser contributions than those hired in the past.

Dr. Janelle Ashley, VPAA, updated the Senate on several topics.

Core Curriculum

Of primary interest was the core curriculum. Dr. Ashley distributed a [handout of the core](#) being taken to the Board of Regents next week. The 75th Legislative session mandated a minimum 42-hour core that would be fully transferable. This was precipitated by community colleges that were concerned that universities were not accepting courses into their degree programs.

The law states that these courses are fully transferable. Beginning in the Fall, 1999, institutions will be required to indicate on each student's transcript every course taken that is a part of that institution's core curriculum. Registrars across the state are discussing the best way to accomplish this. If a student completes the core curriculum at a community college or other senior institution there will be a notation on the transcript that the student has completed the core. Whether or not that is identical to SFA, we must accept lock stock and barrel the core curriculum that comes in from other institutions. We may not require additional courses unless the Coordinating Board has approved a larger core. It is the sense of most persons that the Coordinating Board will be very judicious in approving a core larger than 42 hours, with a few exceptions. The Coordinating Board meets 10/22-10/23. This particular core curriculum set of guidelines, required by the Legislature, was passed on 1st reading at the July meeting of the Coordinating Board. They have taken additional comments since that time and expect it will pass on 2nd reading next week. There is an amendment being proposed that states, if the institution has up to a 48-hour core, and all of those courses are within the categories 1 through 5 (i.e., Communication, Mathematics, Natural Sciences, Humanities & Visual and Performing Arts, Social and Behavioral Sciences), then you may go up to the 48 hours without special Coordinating Board approval. This is primarily to accomplish situations where you have 4-hour laboratory courses like we do in the natural sciences and modern languages.

When SFA's core curriculum committee was meeting a little over 2 years ago, they knew this legislation was coming. Our core curriculum ended up not deviating significantly from the legislation. These 6 categories are exactly what the Coordinating Board said they would require (category 6 is Institutionally Designed Options). They also specified the minimum and maximum number of hours in each of the first 5 categories. They allowed category 6, but specified the general areas that it could be used for (computer literacy, health and physical activity). That category can be no more than 3 hours.

Chair-Elect Simmons asked when the state requirements would go into effect. Dr. Ashley stated part of it has already gone into effect. We are required at this point to accept individual courses or complete core from another state institution or community college. That was effective 9/98. Effective 9/99 we must have our core in place.

Chair-Elect Simmons asked what this will do to our funding (i.e., different courses may be funded at different levels). Dr. Ashley does not anticipate significant impact on our funding. This core is not that different from our current core. There could be some variation in some departments in terms of requirements within the core, but that should be minor.

Senator Clark asked if each college would be able to modify courses within this core. Dr. Ashley stated that any degree program or college might specify the course the student must take in each category. Senator Clark asked if there would be an impact on the number of courses taken for the major. Again, this core is not significantly different from what we currently have. If a student begins at SFA ("native student"), he/she will know what courses must be taken (the courses outlined in the core and by the degree

program). The student who transfers in could end up with more hours if they took options specified at SFA rather than their initial institution.

Senator Codispoti inquired about how difficult, in reality, it would be for degree programs to establish alternative core requirements. Dr. Ashley reported that the College of Liberal Arts is already working on such an alternative, but this could only be required of our native students. She expects this will be acceptable to the Coordinating Board.

Chair-Elect Simmons asked if SFA would be required to complete the core courses for students who begin at another institution (i.e., the core courses of that institution). Dr. Ashley reported that was a consideration in the early stages of this process, but it is not in the final draft of the legislation. However, there must be one course in each category that has a common course number (outlined for all institutions in the back of the general bulletin).

Senator Clark asked if SFA is doing away with the physical education requirement. Dr. Ashley stated that it will no longer be a requirement, but will be an option in category 6. A degree program could, however, specify this in their particular requirements.

Secretary Stahl inquired about the rumor that the Coordinating Board would specify course content for those courses in the core. Dr. Ashley stated that different sections at different universities would have their own books and syllabi. The board will not tell us what to teach in a specific course. Courses will need to have course objectives, because we will ultimately have to assess learning within the core.

Senator Sementelli asked if SFA would be held responsible for the "mis-doings" of other institutions. In other words, if a student took CSC at another institution and did not achieve the exemplary objectives on the syllabus, would we be held responsible for this? Dean Speer reported that exemplary objectives are mandated for categories, and it is up to us how we assess them.

Admission Standards

Dr. Ashley updated the Senate regarding the consultant's report on admission standards. When the ACE project did its survey, this was one of the items addressed. The consultants looked at several factors related to increasing our admission standards. These included the markets from which we draw our students, comparable institutions' standards, and schools that increased standards and the impact on enrollment. They cautioned us that we are competing with the same markets as other institutions. We draw a high percentage of students from 4 areas: ½ from Houston/Dallas, 1/3 from within a 50-60 mile radius, and others are scattered around the state. Virtually all regional institutions are drawing the high ability students from these same areas. We were cautioned about making drastic changes overnight.

According to the consultants, we are doing many things very well for the markets we are looking to (e.g., excellence scholarships, SFA-101, honors program, FIGS). We should continue these programs and strengthen them.

It was suggested that we move gradually, phasing in over a period of time, allowing time to assess the impact on enrollment. The consultants urged SFA to go to multiple criteria for admission rather than the narrow criteria we now use (rank in class and standardized tests).

Chair-Elect Simmons asked if there had been an examination of retention of high ability students vs. marginal students. Dr. Ashley reported higher retention rates among students who were in the top ¼ of their graduating class.

Commission of the Future

Finally, Dr. Ashley reported on the Commission of the Future draft report and recommendations. The Commission worked last year and put material together this past summer. The 1st draft went to committee one week ago, and feedback is already being received. The Board of Regents will be looking at it at the next meeting. Final approval by the Board is expected in January. Revisions from committee members and the Board will be made after the Board meeting next week. The draft will be put out on the web for the entire campus community to review. Hard copies will also be available for those without web access. Feedback will be requested. The committee will be called together again to discuss the draft. After final revisions, the committee will discuss the input received before going to the Board in January.

Dr. Dan Angel addressed the Senate on several issues of interest.

Enrollment

First, enrollment figures were recently released. Of 35 public institutions, 14 went down in enrollment (UT-Tyler down 13 students, Sam Houston down 497, SFA up 76). The state average gain for general academic institutions came up 0.90%. For 5 years, general academic institutions have lost numbers, so this is the 1st time we've had a gain system wide in 5 years. 2/3 of the gain in the state was at community colleges. This may be due to cost considerations for families. Over the past 2-year period, SFA is up 4%, which is what determines funding from the legislature.

Financial Aid

With regard to financial aid, 5 years ago ('94-'95), SFA gave out a little less than \$35 million in financial aid per year. This year, we expect to give out \$44 million.

The Legislature

As this is an election year, a number of significant things could change in the legislature. If 8 seats change hands in the House, a different party will be in control, changing every committee chair and membership. In the Senate, there are only 3 seats between the parties, so if 2 seats change hands significant changes will occur there as well. The latest polls indicate a dead heat in the race for Lieutenant Governor. Dr. Angel announced that there will be a debate between the candidates for Lieutenant Governor Friday night from El Paso, but he was unsure of the station covering the event.

Funding

Dr. Angel reported we were expecting \$3.6 billion dollars to be available over the next 2 years. Now the projections have changed, with the available funds being less. A tax cut may come from the next legislative session, which could affect funds available to us. How much will be given to higher education? There seems to be more sympathy toward higher education at this time. However, we pushed so hard, we may have handicapped ourselves. We have been pushing for \$500 million in scholarships. That is getting great reception in the legislature. This may be where the money goes! We need money to run universities and for pay raises. \$250 million may go to scholarships. At the Congressional level, the Higher Education Act was just completed. The only bad thing is we will have to provide information that will cost money, time, and effort. However, most of it looks good at this point.

Dr. Pat Russell provided an update on SACS. The date for the visit has been set for 4/10/00 - 4/13/00. We do not yet know the size of the team or who will be sent other than there will be no one from Texas. The plan for the self-study has been completed, and is in the team's hands. The departmental reports are apparently complete, as she has heard nothing to the contrary. Steering subcommittees will get the reports next. Each committee will review one college. When the departments go for their presentation, they will talk to about 1/3 of the committee, plus Dr. Russell and Dr. Violet Rogers. The subcommittee will be looking for "holes" in the reports.

Senator Josephsen asked if the virus that seeks out Word 6.0 documents had infiltrated the system being used for the SACS report. Dr. Russell was unaware of any such problem. The virus that is affecting MAC computers on campus was also reported. Chair Rushing urged everyone to test discs before using them to prevent further spread of these two viruses.

Senator Barbara Heard-Mueller reported on the University of Houston Scholarship & Community Conference she attended ("The Next Generation: The Impact of Technology on Teaching"). She reported that speakers at the conference indicated that the way we impart knowledge in the future would change dramatically. The knowledge of students who graduate in December will be obsolete in 5 years, and will need to be updated at least 5 times during their careers. Some companies are already implementing training programs to compensate for this.

Senator Heard-Mueller reported that the method of imparting information is going to require change. At the University of Michigan, there is a virtual university, whereby students never have to attend class. Rather, their degree is acquired via the Internet or other distance learning modalities. The prediction is that a growing number of students will want to obtain their education at a time convenient to them rather than being limited by the university-scheduled times. This will affect our population of students, especially non-traditional students. She noted that distance learning is not simply a geographical location. The distance is between the faculty member and the student. The question is how creatively can we close that gap? It is predicted that the instructor of the future will be a "manager" who coordinates activities necessary to get the information out to the consumer.

Senator Devine noted the recent article in the Daily Sentinel discussing the professor who is conducting his class via the computer rather than meeting directly with the students. There has apparently been strong reaction against this. He asked if there is any sense that some students like face-to-face contact with professors. Senator Heard-Mueller stated that all indications are that the smaller the class, the more likely the student is to want face-to-face contact. Senator Devine suggested that we might want to pay attention to this given that many of our classes are large (i.e., over 100). Dr. Ashley reported that the UT system now has a virtual university. Students must register at one site within the system, receive their degree from that site, yet course work will be delivered from a variety of sites within the system.

Senator Dumesnil expressed a concern that there is a lack of distinction between education and job training. She stated she cannot imagine classical "education" becoming obsolete, and is concerned with the move to eliminate one-on-one education. SFA's strength is a largely residential that will not be available if students do not come here.

Senator Burt also expressed concern that the material generated for distance learning will not be the property of the professor. This is an issue that was not addressed at the conference.

NEW BUSINESS

Chair Rushing thanked the Senate for the opportunity it has given her to serve the faculty. She will be assuming a non-faculty position beginning on 11/2/98 as Research Associate in the Forest Resources Institute. As this is not a faculty position, she will be stepping down, as Chair of the

Senate and Chair-Elect Simmons will succeed her as chair in accordance with the Senate constitution and standing rules.

Chair-Elect Simmons read the [Resolution from the Executive Committee \(see attached\)](#) to immediately dissolve into a committee of the whole to hold an election for a new Chair-Elect. The resolution passed.

Majority elected Senator Dumesnil as the new Chair-Elect.

OFFICERS' REPORTS

CHAIR

Chair Rushing congratulate Senator Devine and all recipients of service awards for the service to the university; **Senator Devine** was recognized for 30 years of service.

Chair Rushing distributed notes from the [9/15/98](#) and [10/6/98](#) Academic Affairs Council meetings ([see attached](#)). There were no questions from the Senate. She reported the Academic Affairs Council proposed that the grievance panel an ad hoc panel. The Senate will be discussing this issue in committee, and bringing forth a recommendation for an alternative.

CHAIR-ELECT

Chair-Elect Simmons reported the Graduate Council elected new graduate faculty and approved renewals.

TREASURER

Treasurer Elliott-Howard reported a balance of \$4797 in the Senate account. There are some minor difficulties in the computer software being used for accounting that should be taken care of before the next Senate meeting.

COMMITTEE REPORTS

The **Academic Affairs Committee** presented a first reading of a resolution on policy regarding summer employment contracts for faculty. In the September meeting of the Senate, this committee was asked to look at assignment of summer teaching contracts across the campus. There is no policy regarding such assignments. The primary issue seems to be fairness and equity. This committee proposes that departments be required to have a written policy for summer teaching assignments that would 1) define eligibility for assignments, 2) criteria for allocating assignments, and 3) that the departmental policy be adopted with the approval of the "department or program faculty."

According to **Senator Codispoti**, the proposed resolution (see attached) does not interfere with individual departmental government. It is recommended that all faculty members have a copy of the written policy, and that a copy be on file in the department as well as in the dean's office. Senator Burt requested that the phrase "department or program faculty" be changed to "department/program faculty" due to concern that, in some departments, the faculty would have no input.

Chair Rushing requested that the resolution be written in policy format for the 2nd reading at the November Senate meeting.

The **Academic Affairs Committee** also presented a first reading of a proposal to establish a faculty core curriculum advisory committee (see www.sfasu.edu/facsenate as well as attached). This committee would, in reality, be monitoring the curriculum at SFA. This committee seems best designed as a faculty committee and a SACS committee while that body is in existence. The committee would be comprised of tenured and tenure-track faculty. It is recommended that the Election Committee of the Faculty Senate conduct an election to fill those positions. It is further recommended that terms be 3 years in duration; initial appointments would be staggered (some 1-year, 2-year, and 3-year positions). The Academic Affairs Committee believes that one of the problems we, as a Senate, have is that we hear about decisions after they have already been made. At that point, it is too late for us to take any action on behalf of the faculty. Therefore, it is recommended that it be required that reports be given to the Academic Affairs Council and the Academic Affairs Committee of the Faculty Senate simultaneously. There will be a second reading of this proposal in the next Senate meeting.

Senator Dumesnil, chair of the **Administration & Finance Committee**, requested input from senators and faculty regarding the four policies assigned to her committee for review. This committee has been charged with examining use of student fees for athletics; library support and funding; and food, tobacco, and drink policies.

Senator Williford, chair of the **Elections Committee**, reported the committee has been placed on hold with regard to the establishment of a grievance panel. This has occurred due to the actions of the Academic Affairs Council, making the grievance panel an ad hoc panel. The College of Business has not yet filled their vacant seat on the Senate. Given that Chair-Elect Simmons will be assuming the position of Chair of the Senate next month, another seat will be vacant in the College of Business.

Senator Sharon Spall has been elected as the new senator from the College of Education.

The **Faculty Government & Involvement Committee** has been examining departmental guidelines for post-tenure review. **Senator Burt** reported that the survey is almost ready to post on the web for responses. Copies will be distributed to department chairs for faculty members who do not access the web.

Senator Burt reported that Juanita Finkenburg is developing a new survey to be completed by faculty with the goal being to increase faculty participation in the use of the Wellness Center. Issues to be addressed include faculty/staff hours, use of the Wellness Center by spouses, the definition of "faculty/staff," i.e., are graduate assistants considered faculty/staff?, and whether or not faculty is interested in using the Center.

Senator Scharff, chair of the **Professional Welfare Committee**, distributed excerpts from the relevant paragraphs of policy E-20A (Faculty Evaluation, Merit Pay, Promotion, & Tenure) (see www.sfasu.edu/facsenate as well as attached). The complete policy is posted on the web. The proposed revisions are an attempt to give faculty members feedback in the years prior to applying for tenure, in an explicit manner. This will allow time to correct any deficiencies prior to making application. This recommendation is not meant to pre-empt any existing departmental policy.

With regard to signed evaluations of administrators by faculty members, the committee is discussing alternatives to provide anonymity and to promote fair evaluations. One of the concerns that has been expressed by administrators is that, if these evaluations are anonymous, there will be no means available to determine demographics and their correlation to particular types of evaluations (i.e., poor evaluations and a certain category of faculty members). The committee is seeking input for alternative ideas. One that has been proposed is a separate signature page.

Finally, this committee is looking into the credentials of visiting professors. Dr. Scharff reported that many faculty believe that visiting professors should have the same credentials as tenured or tenure-track faculty. The committee is seeking input on this issue.

Chair Rushing, chair of the **Ad Hoc Committee on Legislative Forums**, reported there is to be a series of visits from legislators to build relationships with local representatives. The first visit is to be by **Representative Wayne Christian**, 10/21/98, from 2:00-3:00 p.m. in the Wyatt Room of the Steen Library. This will be an opportunity to hear his concerns and to ask questions related to higher education. Chair Rushing expressed her thanks to **Bennat Mullen**, [who chaired the committee], and committee members John Dahmus, Joe McWilliams, and Sean Bradley for their input and advice in this regard.

OLD BUSINESS

Chair Rushing reported on her follow-up relating to safety issues on campus. She contacted the City about the dangers in crossing Starr Street from the Pecan Park parking lot. If there are concerns, it was suggested that a letter be written to the City Manager. The issue of lighting on campus is still being examined.

Other Announcements

The Faculty Senate will have a bowling team for Spookarama. Bowlers will be Senators Rushing, T. Oswald, and Sementelli. Two more bowlers are needed to complete the team.

Two matters of new business were deferred until the November meeting of the Senate: distance learning (i.e., salary, property rights), and replacing grades when a course is repeated vs. averaging grades.

Senator Scharff announced a colloquium to be given on 11/5/98 by Dr. Steve Davis of Emporia State University in Lawrence, KS. His talk will be on cheating; based on a nationwide survey he conducted. This presentation will be given from 1:30-3:30 p.m., in Math 101.

ADJOURNMENT

The meeting was adjourned at 4:45 p.m.

Kandy J. Stahl
Secretary

Chair's Report, October 14, 1998: Academic Affairs Council, September 15, 1998

New business:

Nursing Division chair Glenda Walker explained the TIF (Telecommunications Infrastructure Fund) grant awarded to SFA, University of Texas Medical Branch, and Lamar University. Funding of \$1.68 million will fund new clinics at SFA and Lamar and UTMB/Pediatrics and equipment for area schools to provide triage services and training for school nurses, as well as health education for students and faculty in K-12 schools. There was also the potential of using the interactive links and equipment which would be available, initially at Martinsville and Woden schools, to deliver dual credit courses from SFA.

An Ad Hoc Committee on Concurrent Courses was established : Cindy Coats, Roger Bilow, Deans Franks (chair) , Atchison and Speer, Dr. Glenda Walker, and Al Cage.

Information items:

1. J. Rushing announced the upcoming Scholarship Conference at University of Houston on "The Impact of Technology on Learning". (October 7, 1998; Grand Ballroom, UH Hilton, University of Houston; www.uh.edu/fs/Scholarship.html)
2. SFA has 200+ students participating in courses utilizing the World Wide Web.
3. Dean Franks expressed his appreciation to all of those who help publicize and explain the recent accreditation status based on ExCET tests. He emphasized that our status was Accredited; just under review.
4. Enrollment is up 93 students; there are 66 more freshman than last fall; 109 new sophomores, 31 fewer juniors; 4 new seniors, and 55 fewer graduate students. It was pointed out that much of the increase might be due to transfers and retention. There is an increase in minority students. Sam Houston has 505 fewer students overall, but there was a change in admission policies which would help account for the decrease.
5. The recruiting team has added a Dallas representative.

Old business

Dr. Standley, chair of last year's Educational Programs Committee, presented the second part of the proposal for SFA's core curriculum. Added to the proposal was a list of specific courses to be classified as part of the core. The recommended core curriculum structure is:

1. Communication
 - a) English rhetoric/composition – 6 hours
ENG 131, 132, 133, 235
 - b) Communication Skills – 6-8 hours
BCM 247, COM 111, COM 170, FRE 131, FRE 132, ILA 111, ILA 112, SPA 131, SPA 132, ENG 273, SPH 172, SPH 272
2. Mathematics -- 3 hours MTH 110,127,128,133, 138, 139, 143, 144, 220, 233,234
3. Natural Sciences -- 6 - 8 hours
BIO 121,123,131,133,225,238; CHE 111,112,133,134,231; GOL 133,131,132;
PHY 101,102,110,118,131,132; AST 105
4. Humanities & Visual and Performing Arts
 - a) US History (w/Texas option) -- 6 hours
HIS 133,134,335
 - b) Political Science -- 6 hours
PSC 141,142
 - c) Social/Behavioral Science -- 3 hours
ANT 231;ECO 231,232; GEO 131,230; PSY 133,153; SOC 137,139
5. Social and Behavioral Sciences
 - a) Visual and Performing Arts -- 3 hours
ART 280,281,282; MUS 140,160; THR 161,370; DAN 341

b) Other (Literature, Philosophy) -- 3 hours
ENG 215,221,222,231,232,234,235,360; PHI 153,223; HIS 151,152

6. Institutionally Designated Options -- 3 hours
CSC 101,121; HMS 138, MSC 101,102; MUS 136; Physical Activity (Computer literacy, Health or Physical Activity)

TOTAL 45-49 hours

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A proposal prepared by Senate's Academic Affairs Committee chair Frank Codispoti, at the request of Senate chair Rushing, was presented for consideration. The proposal establishes a General Education Oversight Committee composed of elected faculty representing each college and the library. After some discussion and suggestions for change, the original recommendation by the Educational Programs Committee passed without the addition of the suggested faculty committee. The Council can consider this committee, which would be advisory to the Council, at a later date. Some suggestions: change the name to General Education Advisory Committee; add a charge to develop assessment procedures; and ensure coordination with University and SACS Institutional Effectiveness Committees. Efforts should be made to de-politicize the committee's deliberations.

2. Policies E-50A, Tenure; E-51A, Tenure Awards, and E-20A, Evaluation, Merit Pay, Promotion, and Tenure.

The Educational Programs Committee recommended combining E-50A and E-51A with little other change. J. Rushing introduced a recommendation to include a notification process by which faculty would be notified of the status of their application as it progressed through the various levels of review. Senate Professional Welfare chair Lauren Scharff had met earlier with the committee to discuss this recommendation. After much discussion, it was indicated that such a process would be disruptive and not enhance the process. The policies were tabled for further discussion and deliberation.

Revisions to Policy A-02, Academic Complaints by Students, were presented by Dr. Young, Chair, Educational Programs Committee, incorporating many of the changes recommended by the Faculty Senate. The policy was tabled for further deliberation.

Policy A-45, Transfer Credits, was reviewed in the Students Committee, Dr. Franks, Chair. The policy was much expanded to reflect and clarify current practice, as well as refer to the policies set by the Higher Education Coordinating Board in the matter of core curriculum course transfers. The revised policy was adopted.

There was a progress report on the review of policies E-24A, Faculty Search, and A-18, Faculty Workload by Dr. Jeffrey, Chair, Faculty and Administration Committee.

A new policy, Selection of Academic Deans, drafted by the Educational Programs Committee, was presented and adopted.

The Students Committee is reviewing the University Scholars Scholarship program. Some issues include increasing the number and amount, and recommending guidelines for acceptance deadlines, transfers to other colleges within the university, etc.

Dr. Ashley reminded the Council about the upcoming 75th birthday party in the UC Grand Ballroom from 9:30 to 11am. There will be an academic convocation on April 30th to mark the anniversary of the completion of the Austin Building.

The following policies were assigned for review:

A-46, Underenrolled Classes; A-37, Overload Assignments; E-37A, Part-time Faculty : Faculty and Administration Committee (Jeffrey) E-06A, Chairman Appointments; E-07A, Chairman Teaching Load; E54.1A, Voluntary Modification of Employment : Educational Programs Committee (Young) B-08, Food, Drink and Tobacco: Students Committee (Franks)

**If anyone has any recommendations regarding these policies, please send them to me ASAP!

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Chair's Report, October 14, 1998: Academic Affairs Council, October 6, 1998

New business

*An update on the Capitol Campaign and fundraising activities by Dr. Jerry Holbert and Jill Still. There are 20,000 lost alumni, which the office hopes to find. Parents' Fund activities have been successful; the Office of Advancement raised \$29,000 in 10 days from 411 parents, for example. New software allows PhoneJacks and other volunteers to better target the telemarketing program.

Information items

*There was a brief discussion of the new teacher certification requirements being developed by the Texas State Board for Educator Certification. A memo is available in the Senate office, which explains the recommendations from the Advisory Committee for Educator Certificates. The entire report may be viewed at www.sbec.state.tx.us; click on "Hot Topics". In secondary education, particularly, the number of special certifications are being reduced. For example, science composite certification is available, but not individual certifications in biology, chemistry or physics. Also, there will no longer be any lifetime certificates issued. Specific criteria for many areas have yet to be developed by the SBEC

*There will be three Deans visiting the next week for the College of Business reaccreditation; once approved, the College will be accredited for 10 years.

*Grand opening activities for the addition to the Music Building begin Thursday, October 8th and conclude Monday.

*Copies of SACS Institutional Effectiveness portions of the departmental report should be forwarded to Dr. James Speer, chair, SACS Institutional Effectiveness Committee.

*Changes proposed to policies E-50A (Tenure) and E-51A (Tenure Awards) were approved. Changes included merging the policies into one policy (E-50A) and changing the standing Grievance Panel into an ad hoc Grievance Panel, to be elected when needed.

*Policy A-2, Academic Complaints by Students, will be returned to the agenda.

*Policies E-24A (Faculty Search) and A-18 (Faculty Workload) will be returned to the agenda.

*There was a brief discussion on the importance of changing the University Scholars Scholarship to increase the amount of scholarship and to provide deadlines for acceptance; this issue will be returned to the agenda.

New business

*Policies A-46 (Underenrolled Classes), A-37 (Overload Assignments), and E-37A (Part-time Faculty) will be returned to the agenda.

*Policies E-06A (Chairman Appointments), E-07A (Chairman Teaching Load), and E-54.1A (Voluntary Modification of Employment) were approved as modified. No substantive changes were made to any of the policies.

*Policy B-08 (Food, Drink and Tobacco) will be returned to the agenda.

*The following policies were assigned to committees as follows:

A32 (Non-credit Continuing Education), A11.1 (Continuing Education Travel), A22 (Income & Expenditure Distribution for Continuing Education Activities), and A17 (Faculty Stipends for Continuing Education Activities) were all assigned to the Faculty and Administration Committee (Dr. Jeffrey, chair). A36 (Out-of-State Travel and Study) was assigned to the Students Committee (Dr. Franks, chair).

*Roger Bilow discussed the requirement that videos must include closed captioning or written scripts must be made available.

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A Resolution from the Executive Committee of the Stephen F. Austin State University Faculty Senate

The Executive Committee's interpretation of the Faculty Senate Constitution is that, with the current Chair resigning, the Chair-Elect will assume the position of Chair of the Faculty Senate, as of 10/30/98. As a result, the position of Chair-Elect will be vacant. Due to the heavy duties of the Chair-Elect, it is essential that a person of the same qualifications as the individual vacating the position (i.e., third-year Senators), fill the position. The Executive Committee proposes that the Senate be dissolved at this time into a committee of the whole, so that nominations may be taken. The Senate will reconvene for an immediate election.

The candidate who receives the majority of the votes cast will be elected. If there is not a majority vote, run-offs will be held immediately between the candidates having the two highest pluralities, until one person has a majority of the votes.

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