

Stephen F. Austin State University

**Faculty Senate Meeting Minutes
September 10, 2003 Meeting #322**

Subject to approval at October 2003 meeting.

Senators present were:

Vi Alexander
Gary Mayer
Lisa Mize
Sarah Stovall
Leisha Bridwell
Linda Bobo
Sam Copeland
Dawnella Rust
Alyx Frantzen
Jere Jackson
Brian Oswald
Kelly Salsbery
Carol Scamman
Tracy Zinn
Roy Joe Harris
Rob Culpepper
Troy Davis

Call to Order

The meeting was called to order at 4:10 p.m. by Dr. Darrel McDonald. The new officers and Senators were seated.
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CALL TO ORDER

Meeting was called to order at 2:36 PM in the Tracie Pearlman Alumni Center by Dr. Darrel McDonald.

GUESTS

President Tito Guerrero

President Tito Guerrero was introduced by Dr. McDonald. Dr. Guerrero indicated that he is very optimistic about the future growth and well being of the university, but one of his major concerns is the low retention rate that currently exists. Senator Tracy Zinn will be one of those working on this problem. Dr. Guerrero indicated that he does not know how the registration numbers will break out for

the incoming Freshmen, but he is certain that they will be better than they have been in past years.

Dr. McDonald asked if there are foreseeable moves at the state or federal level that are likely to present financial problems for us. Dr. Guerrero answered that there are many members of Congress that think the cost of higher education is rising too quickly. There is some consideration for tying tuition to the Consumer Price Index (CPI). This would put more pressure on universities to pour more of our resources into salary equity. At the statewide level, sometimes there is a failure to understand that there is an important benefit to the whole community in an individual getting a higher education. There may also be legislation introduced which would allow the Governor to name Boards of Regents rather than having them elected by their peers. That would increase the possibility that Regents would be further away from the day to day operation of the university. Another issue that has been raised, is whether or not small independent colleges should be forced to consolidate with larger systems. Dr. Guerrero indicated that he would greatly prefer to remain independent.

Dr. McDonald asked how Dr. Guerrero perceived four year public universities reacting to the possibility of community colleges offering upper division classes and providing degrees. President Guerrero stated that all as far as he was aware, all of the agencies dealing with higher education (including the Coordinating Board) is concerned about this trend and view it in a negative light.

Dr. King asked specifically about enrollment numbers. Dr. Guerrero indicated that he believed that enrollment is up but class hours are down. He suggested that the university might need to examine the scale for tuition and how that is configured. For example, a single tuition rate for all full time students regardless of the number of hours might be used.

Senator Rust asked about the practical impact of these facts. Particularly, she wanted to know if the university now has a policy based on these new developments for hiring faculty and staff. Dr. Guerrero indicated that the financial limitations mean that he will work with each unit administrator and try to be as flexible as possible. While the university does not have a hiring freeze, each request is looked at carefully on a case by case basis. In addition, the FTE cap has to be worked carefully into the equation.

Dr. Mary Ann Cullinan – Provost and Vice President for Academic Affairs

Dr. Cullinan reported that in August, a retreat with the Academic Affairs Council (AAC) was held. During the meeting conversations were held about how to reconfigure the Committee structure in the AAC so that better communication flow can occur. The Provost indicated that she is going to put together a number of new committees, including an academic planning committee which will essentially take the place of the AAC. Curricular, budget, etc. committees will

also be constituted with better representation by the faculty. She asks that the Senate to prepared to take an active part in these committees and that attempts are made to encourage involvement of colleagues in the process of development and function of the committees. Dr. Cullinan indicated that she strongly seeks to improve communication throughout the campus.

Senator Rust asked where the pass/fail ratio had originated. Dr. Cullinan indicated that it was based on work done in Institutional Research. She also noted that they were also only considering classes of specified sizes.

Dr. McDonald asked Dr. Cullinan why she had decided to join the administration at SFASU. She indicated that there were many appealing things about the university including campus size, interesting curricular areas, and she felt that it was a university where there's a lot of good things going on.

Dr. McDonald then asked the Provost how she planned to utilize the new budget manager in her office. Dr. Cullinan explained to the Senate that President Guerrero had someone retire in his office and he "gave" the line item to the Provost's Office. She wants to be able to use this person the make budgeting more transparent and increase the voice of academics at the table when the university's overall budget is concerned. She indicated that she would like to begin now to collect information so foundational data is in place before the process begins.

Dr. Cullinan also indicated that the Provost's Office would soon begin interviewing for an enrollment executive manager.

Overview of the Strategic Plan by Dr. Bob Szafran

Dr. Szafran presented the following report to the Senate:

- A draft of the Strategic Plan is on the web.
- This is a DRAFT, even though work has taken place on this for more than a year.
- Two open forums have been scheduled to provide opportunities for comment from anyone on campus,
- Parts of the plan:
 - The governing ideas of the institution (Vision and Mission Statements and Core Values list). The emphasis is strengthened on student achievement. The List of Core Value has been radically changed to reflect what we value at SFA.
 - Distinctive Identity of SFA
 - SFA is the right size – large enough for diversity and wide curricular options

- SFA is a largely residential institution in a college town which means that we can more easily integrate what goes on campus with what goes on in Nacogdoches,
- SFA should see the curriculum as an end product – how will we be able to stand behind our graduates in terms of the outcomes which we provide at SFA.
- Recommendations:
 - Strategic directions
 - Directions are elaborated by initiatives
 - Initiatives are explained by action statements
- Follow through
 - The President has indicated that there will be a standing planning committee that will monitor and report on follow through.
 - In the Appendix for each one of the actions, there is a measure that can be used to assess progress toward the goal.
 - In the final version, the President and Provost will name an office on campus which is primarily responsible for that action.

Dr. McDonald asked how the strategic plan will be tied to the budget once it's approved. Dr. Szafran answered that the whole budget process will change based on the plan. The process is more transparent with more input. The budget process should be (and will be) more closely tied to the Mission of the University.

Dr. Leon Hallman Office of International Studies and Programs

Dr. Hallman presented an informative overview on the Office. He indicated that it was established on September 1, 2002 at the initiation of Dr. Guerrero. The more experience that we can give our students with diversity, the better they will be prepared for their lives. In 2002, most schools had 4% international, SFA had less than 1%. We had only 16 students abroad.

There are seven charges:

- Recruit international students.
- International student support services.
- Independent study abroad.
- Assist SFA faculty in developing faculty led programs to study abroad.
- American English Language Institute.
- He also helps with joint research and student exchanges and the contracts that control and facilitate these.

- Other student exchange programs.

The state legislature recognizes a 5% cap on tuition waiver. That means that 5% of the student body can have some support. Our international students have several options:

- Good Neighbor Scholarships – 10 scholarships given by TX legislator to every country south of the US and Canada and 30 for Mexico. These students pay no tuition.
- Fullbright scholars on campus for the first time.
- Scholarships for study abroad funded by the \$1 per person increase in fees from the student body.
- Sino-American Leadership program – partnered with a university in China.

The most important mission of the Office is to remove barriers to international students coming here. This is important for philosophical reasons, but it also helps with our formula funding.

COMMITTEE REPORTS

CHAIR'S REPORT

Typically Chair assigns Senate committee chairs. However, since Dr. Cullinan is working to change the structure of the AAC, Dr. McDonald would like to see our committees parallel with those proposed by her in the AAC. He indicated that the Provost would also like to develop a Master Plan for Academics. It is the Senate Chair's feeling that maximum energy in the Senate should be spent on getting involvement in shared governance. He asked the Senators present to email him with preferences for committees on which they would like to serve.

Dr. McDonald indicated that he has had several faculty ask about the Tenure and Promotion policies and procedures. He would like the Senate to initiate a complete review.

The Chair indicated that he felt that it was critical to raise awareness of the Senate on campus and to make as many people as possible aware of each Senator's representational responsibilities. He asks that Senators emails their Deans introducing themselves as Senators.

MINUTES

Senator Scamman moved that the Minutes for Senate Meeting 321 be approved. Senator Jackson seconded, and the motion was passed unanimously.

Senator Scamman pointed out that there are still areas that need to be completed in some of the minutes of last year's meetings. Senator Jackson

moved to table action on the Minutes for Senate Meeting 320. Senator Frantzen seconded, and the motion passed unanimously.

ANNOUNCEMENTS

There will be a 911 ceremony downtown tomorrow morning.

OFFICER'S REPORTS

CHAIR

In the Academic Affairs Council, two policies were passed. First is the Assessment of Institutional Effectiveness, and second is Withdrawal Without Financial Clearance.

The ACC plans to completely rewrite Policy A-53, but since massive changes will need to be made based on planning, etc., the Council passed the same policy with a slight change for now.

C-39 there used to be an understanding that up to \$100 would be forgiven, this changes that to \$1.

The list of people who will sit on the Core Assessment Committee was reviewed by the AAC. Dr. McDonald noted that the people on this committee DO NOT necessarily reflect the departments who are involved in the Core. This was not accepted by the Council.

Dr. McDonald indicated that the Budget Director candidates are generally CPAs or accountants which have had academic budgeting experience.

SFA is moving forward with a National Student Satisfaction Survey. There will be a wide range of data which is developed from this instrument. This will be used to develop student profiles which are currently insufficient for our needs.

Faculty needs will be due earlier so that an overview of these needs can be consolidated and centralized.

The Provost is going to plan an open meeting with the faculty probably in October.

CHAIR ELECT

Dr. Wurtz served all summer on the search committee for an Enrollment and Management Director. He felt that the candidates were excellent. Three people have been offered invitations to come to campus. Any of the three would be excellent.

TREASURER

Dr. Alexander indicated that the Senate has approximately \$4500.

Dr. McDonald suggested that funds be spent on larger notebooks for the Senators. Dr. Jackson so moved, and Dr. Mize seconded. Passage was unanimous.

SECRETARY

Dr. Mercer indicated that efforts are underway to rebuild and update the website and to continue to complete all of the Minutes from last years.

OLD BUSINESS

None

NEW BUSINESS

None

ADJOURNMENT

With no more business to conduct, Senator Davis moved for adjournment. Senator Jackson seconded, and the Senate stood adjourned at 4:37 PM.

Respectfully submitted,

Dixie Mercer
Secretary