

## Stephen F. Austin State University

### Faculty Senate Meeting Minutes 2005 Meeting #344

Subject to approval at the 345th meeting.

**Senators present were:** Julie Ballenger (1), Vice-Chair, Chris Barker (3), Debbie Bush (7), Warren Conway (8), Treasurer, Deborah Dalton (9), Troy Davis (10), Deborah Dunn (11), Mark Guidry (12), Greta Haidinyak (13), Secretary, Kayce Halstead (14), Lu Yu (15), Chair, Brian Oswald (17), Debbie Pace (18), Anita Powell (20), Kelly Salsbery (21), Elton Scifres (22), Dan Unger (23), Brian Utley (24), Michael Walker (25), Elizabeth Witherspoon (26), Mark Simmons attended for P. Ballinger.

**Excused absences:** Parker Ballinger (2), Linda Bobo (4), John Boyd (5), Mary Nelle Brunson (6), Wanda Mouton (16), Jeana Paul-Urena (19), Leisha Bridwell (27).

#### Call to Order

The meeting was called to order at 2:30 p.m. by **Chair Brian Oswald** at the Tracy Pearman Alumni Center.

#### GUESTS

##### **PROVOST MARY CULLINAN**

The Provost had four major items to discuss:

- She had just returned from Atlanta GA where she had attended the Annual SACS meeting. She was among 3800 attendees. She learned that our review is now scheduled for 2011, which means we have more time to prepare, but also might mean that their expectations will be higher. There is a list of schools that have been cited, but no list of schools that have been commended, as there had been in the past.

After talking to people from some of the cited institutions, she found that student outcomes are very important, and that it is essential to have data covering several years. SACS wants outcomes, and it is important to start now and keep up with everything. SACS has changed their approach in that there may not be a site visit, which means everything must be available, and easily navigable on a well-designed web site. We will eventually need a SACS team put together to look at redoing and updating the strategic plan.

- Dr. Cullinan mentioned the 1<sup>st</sup> year experience and is thinking about a project such as a summer reading activity where everyone would read a chosen book. She is targeting summer 2007 for the project, but wants to get started working

on it now. She would like to put together a group of people to choose the book and think about possibly inviting the author to campus.

- She reminded the Senate that the technology summit would take place December 13<sup>th</sup>.
- The Board of Regents meets this week, and will decide on an architect to work on the campus master plan. It needs to be revised every so often and John Rulfs wants it to be a collaborative effort for both the short and long term. The Birdwell building will be torn down, and possibly some other old dorms too. We want to go back to the legislature with a tuition revenue bond next year. Dr. Cullinan has asked the VPs and deans to work with people in their areas and come up with ideas. Mention was made of the campus "footprint" and keeping the core of the campus academic.

**Senator George** requested that a colleague from Fine Arts attend the technology summit next week. She has someone in mind, and will contact him about it.

**Senator Davis** wondered whether there had been a change in policy regarding faculty who apply for voluntary modified employment. **A:** No, the policy has not changed, but it is more expensive and problematic now due to the budget. Chairs and Deans need to get word out that it will be more difficult to attain than in the past.

**Senator Ballenger** asked about extending library hours on Friday evenings until 11pm for students that come from out of town and want to spend time in the library.

**Senator Salsbery** wondered about using the summer reading idea or somehow modifying SFA101, or perhaps have a freshman seminar for the students coming in with poor basic study skills. He mentioned a book called On Course with exercises that look good.

**Senator Utley** mentioned that On Course was a resource the instructors can use in SFA101 and they do utilize the information on research skills, but SFA101 is not required. The course does seem to affect retention rate and habits.

**Senator Walker** mentioned that Liberal Arts has the SFA198 class that has to do with self management and study skills for students with study problems. Although it is housed in liberal arts, it is available to any student, and is a good resource for at-risk students.

### **PRESIDENT DR. TITO GUERRERO**

**Dr. Guerrero** extended an invitation to the upcoming Christmas reception, and then asked if there were any questions.

**Senator Oswald** asked about the signage issue.

**Dr. Guerrero** was very impressed by presentations made that morning from three student groups under the tutelage of Sally Ann Swearingen. They had investigated what could be done with campus signage, and made some good recommendations. They will be asked to make their presentations to the BOR buildings and grounds committee. He felt they made some good observations and that he will probably recommend that we take their suggestions and combine them with those that a signage committee had formulated from an earlier charge.

**Senator Barker** asked about 120 hour act. Is there a forum for voicing concerns? Are all universities going to accept it without question?

**A:** Without a concerted effort by a large group of universities raising an alarm about the issue, only a program having such unique characteristics that it can't be offered within the 120 hour limit will be allowed to exceed the restriction.

**Dr. Guerrero** was surprised when, at Colorado, the 120 hours were imposed, and no one made any sound about it. So our problem is if we are the only ones concerned and raising a fuss in Austin, then no one will listen. We can petition for a particular discipline to exceed the 120 hours, but can't ask for all disciplines to exceed it.

**Sen. George** asked if hours had to come from a particular place, such as the major or the core courses. **Dr. Guerrero** wasn't sure, but **Dr. Cullinan** said they are looking at that issue right now. She feels we would lose our competitive edge if we were the only school with longer programs in many disciplines. There will be discussion about it at next Dean's council.

**Senator Dalton** pointed out that music students must have a minimum number of hours to become professional, and other requirements beyond their control keep changing, such as education requirements for music teachers.

There were no further questions, and **Dr. Guerrero** extended wishes for a happy holiday.

**Chair Oswald** then introduced **Dr. Dan Norton**, *Director of the Office of International Studies and Programs*.

**Dr. Norton** began by noting that he had only been with SFA for 3 months, and had not yet had the opportunity to meet many of the faculty, as he had been traveling and recruiting for the university. He handed out a mission statement for the OISP program, and noted that he is the first full-time director of the program.

He mentioned many of the countries they had visited, and the upcoming spring trips. He mentioned faculty-led study abroad programs currently in the works, and extended the assistance of his office to any faculty interested in leading a trip.

**Senator Barker** asked if Hawaii would qualify as abroad—**A:** No, it would not, but Norton's office is willing to help in any way it can.

**Barker** asked about scholarships for students coming here. **A:** Yes, there are \$1000 dollar scholarships to come here which covers the out-of-state tuition costs. They also provide some emergency grants, or funds for exceptional circumstances. There are two renewable scholarships that exist now, and he would like to expand that situation. He mentioned that graduate assistantships are too low here—making it hard to recruit International students.

**Chair Oswald** introduced **Tiffany Evans**, *Steen Library Director*.

She began by asking if anyone could tell her what we don't like about the current university web site. **Senator Salsbery** pointed out that navigation on the site is not transparent, it is easy to get lost on the site, and it is not intuitive. **Senator George** mentioned the lack of identity. **Senator Unger** mentioned that having to hit "go to" after making a choice on the drop-down menus is aggravating.

Tiffany's charge is to redesign the site. She passed around a handout outlining some of the new features to be implemented. We are going to a database-driven site. People should be organized by title and function in order to help you find the right person. University documents will be keyword searchable, as will forms.

It will be easy to navigate, with a breadcrumb trail. It will have a uniform look and feel. With regard to faculty web pages, faculty will not have to move their pages over until summer 2006. They will have the opportunity to do it themselves, or acquire assistance from the library WDO staff. There is an easy "tool kit" available to assist those who wish to retain management of their pages.

**Senator Salsbery** asked about HTML coding. **A:** You will be able to do it.

**Senator Walker** asked if it will be integrated with MySFA and WebCT? **A:** Yes.

**Senator Unger** asked when it will go online, and will it be beta-tested?

**A:** Spring 2006, and there will be beta testing.

**Senator Ballenger** asked about timeouts **A:** No, there will not be timeouts.

**Senator George** wondered about compatibility with all platforms? **A:** There should be full compatibility with all platforms.

**Senator Scifres** asked whether there would be help with web pages? **A:** There will be a "newbe" group for those who want to do a page for the first time.

**Senator Dalton** asked if we would be made aware of the rollout date for the site.

**A:** Yes, a full rollout is planned, but the details have not been established. People will be made aware it.

**Senator Unger** wondered if faculty web pages could be created now so as to be ready at the same time as the rollout . **A:** Yes, absolutely if you want.

**Senator Ballenger** about revising our pages—is there a step-by-step program?

**A:** Yes—it will be like filling out a form.

**Senator Barker** wanted to talk about what is good about the current site. He mentioned that currently there is a great deal of individuality in department pages, and faculty web pages are often very good and independent. He doesn't like the standardization of web pages. **A:** There are some good university sites out there with good design on template driven web sites. Even Yale has moved to a template-driven site. **Ms Evans** feels this one will be very well designed. She knows that design is subjective, but feels we have followed good design principles.

Anyone with questions may call her at x1414. She welcomes meeting with anyone.

## ANNOUNCEMENTS

None

## APPROVAL OF MINUTES

**Senator Utley** moved to accept the minutes of #343 as written. **Senator Witherspoon** seconded the motion. Minutes were approved.

## CHAIR'S REPORT

**Chair Oswald** announced that the next Board of Regents meeting is Jan 18 and 19<sup>th</sup>. Regarding the VP search, the BOR interviewed both candidates and didn't offer the position to either one. In January there will be a decision on what is to be done next for that position. **Dr. Young** will continue in that position for now.

Next, he described what will take place with the Budget-building process.

## CHAIR ELECT'S REPORT

**Vice-chair Barker** met with **Tiffany Evans** and expressed his concern about losing individuality with regard to the university web site. As things stand, he realizes that the site will be template-driven.

## TREASURER

Expenditures: Council of Faculty Senates meeting (?)

Sign made which cost \$10.21

\$49.99 for digital recorder for Secretary

Current balance of \$3641.91

## SECRETARY

No report

## COMMITTEE REPORTS

### Elections

No report

### Administration and Finance

No report

### Faculty Governance and Involvement

**Senator Haidinyak** said that a test survey had been sent to all senators—and asked that we complete it this week. Randy McDonald is helping with this project, so if we observe problems, let the committee know and they can fix it. This test survey will not be considered—the real survey will be taken in January.

There was some discussion about the survey loading slowly.

### Ethics Committee

Committee met and made the decision to recommend Alan Oster for the Piper Professor Award. A recommendation was sent on to the Provost.

### Academic Affairs

No report

### Strategic Planning Committee

No report

### Professional Welfare

There was a second reading of the Policy for traffic appeals. It was voted to send the revised Policy to the appropriate office.

### Academic technology

No report

## OLD BUSINESS

Chapel. No discussion.

## NEW BUSINESS

Resolution on faculty search funding was discussed, and grammatical corrections were made. This constitutes the 2<sup>nd</sup> reading. A motion was made by **Senator Utlej** to accept the current draft, and **Senator Dunn** seconded the motion.

**Senator Walker** brought up the fact that HR should bear the burden of paying for faculty searches--not academic departments, so he opposes any idea that perpetuates the same thing.

**Oswald** responded that the current policy is not the best, but he wants to do something that could possibly improve it in its current state.

Resolution passed—1opposed

**Senator Dunn** had new business—the policy for Voluntary Modified Employment—people go through a process of applying for part-time status after retirement, and are sometimes turned down.

**Chair Oswald** said that it comes down to what money is available.

According to Dr. Cullinan, the department chair and Dean make the decision, but it is being rejected at a higher level after it has been approved by the department.

**Senator Salsbery** said he doesn't understand the rationale on this topic, because Dr.Cullinan says it is not an automatic process to replace people who retire or leave. The department has to apply for a new position, and there is not an automatic guarantee of getting it approved. **Chair Oswald** referred the topic to Academic Affairs.

## ADJOURNMENT

With no other business to conduct, a motion for adjournment was made by **Senator Salsbery**. The Senate stood adjourned at 4:40 PM.

Respectfully submitted,

Kayce Halstead  
Secretary