

Stephen F. Austin State University
Faculty Senate Meeting Minutes
Meeting #408
November 14, 2012

Senators present: Austin, Norjuan; Ball, Robert; Birdwell, Leisha; Bobo, Linda; Campo, David Cecil, Leslie; Cook, David; Cooper, Dana; Cox, Neal; Ellis, Ann; Franks, George; Hasbun, Tracey; Henderson, Bob; Jacobi, Lora; Kwaitkowski, Matthew; Lindsey, Matthew; Maurer, Michael; Migl, Karen; Nerren, Jannah; O'Dwyer, Darla; Olle, Mary; Powell, Rose; Pressley, Cindy; Scott, Deb; Tareilo, Janet; Urena, Juan Carlos

Absent: Dottie Gottshall, Scott Runnels

Excused Absence & sent Representative:

Theresa Coble, representative is Daniel Scognamillo

Dr. Ric Berry and Dr. MaryNelle Brunson were present.

Officers:

Linda Bobo, Chair

David Cook, Treasurer

Dana Cooper, Chair-elect

Rose Powell, Secretary

Norjuan Austin, Parliamentarian

1) Call to order:

a) Chair Bobo called the meeting to order at 2:30pm

2) Presentations:

a) Dr. Ric Berry, Provost/Vice President for Academic Affairs

i) Strategic Planning is to start within a week and Policy and Procedures will be posted for faculty in-put.

ii) Computer replacement throughout campus initiated this Friday (11/16).

b) Ann Ellis on behalf of Shirley Dickerson, Library Director, provided an update on Library Noise and current and future actions to be taken:

i) Completed actions:

(1) Library assessment results indicated that noise has continued to be a problem

(2) A Library subcommittee has been appointed to address noise issues

(3) Move current periodicals to 3rd/4th floor stacks with the bound counterparts.
Repurposing the "Ask-a-Librarian" area as a quiet space for individual study

ii) Future Actions:

(1) Keep 4th floor quiet zone but plan to remove some of the larger square furniture that students push together for groups and rearrange some of the private study carrels

(2) Possibly alter library hours. The library will continue to be open 7 days a week during regular sessions. Cut back on some evening hours.

(3) Display signage to promote 4th floor as a quiet study area and direct group study to the 2nd and 3rd floor.

- (4) Contacting student group advisors to encourage “study group” members to be respectful of others in the designated areas
 - (5) Add group study area to the LINC lab that will provide laptop connections and projection hardware.
- c) April Smith: Assistant Director of Development discussed the function of the office.
 - i) The Development Office is comprised of 8 members with Jill Still serving as Vice President of University Advancement.
 - ii) Purpose is to talk with groups regarding funding
 - iii) The annual funding for academics for 2012 was \$208,000
 - iv) They provide stewardship by thanking potential gifters a minimum of 7 times to maintain relationships and donations.
 - v) An event they sponsor in December is the SFA Gala. At this event they honor the major gifters and recognize Faculty Excellence Award. This year’s recipients are Nathan Nab and Fred Allen.
- d) Danny Gallant, Vice President of Finance and Administration
 - i) He provided us with a general background of the university funding by the State of Texas. There two areas: General Revenue and Appropriated Legislative process.
 - ii) He then answered questions
 - (1) Travel Reimbursement Process why so long to get reimbursed?
 - (a) Even though a travel request provides an approval of funds, the reimbursement process does not begin until a travel voucher is submitted and an audit process occurs; this takes time.
 - (b) The state reimburses within 45 days; SFA tries to do it sooner.
 - (c) Welcomed Faculty Senate input to travel policy; however, this policy was already reviewed during the 3 years review cycle. Nevertheless, it is the intent to remove procedures from the policy and make the process it less cumbersome. You can get guidelines in other areas for travel. Go to the travel controller website. Faculty Senate send ideas to controllers for positive changes.
 - (2) Where does the Athletic Coaches and staff merit raises comes from?
 - (a) Share the same financial pool as academics
 - (b) State appropriated and designated areas.
 - (c) Athletics: funded revenue, designated area and local funds
 - (d) Student referendum: athletic fees to go to athletics capital renewal of athletes
 - (3) Why do SFA’s Faculty salaries remain comparatively low across Texas?
 - (a) Relates to funding
 - (i) Competing needs to unfunded state mandates
 - (ii) Example is the Texas Hazelwood Act: for military and their dependents.
 - (iii) No state funding is provided to the University.
 - (4) Are SFA higher administration salaries comparable with other universities?
 - (a) Deans <90% with their peer institutions
 - (b) Above deans all but one <90% with peer
 - (c) Average faculty salary is \$63K
 - (5) What specific steps to meet parity in the institutions
 - (a) Money needed to make money
 - (b) Class size

- (c) Mix of program doesn't give \$\$
- (d) Presence of athletic fees
- (e) Who needs to get the ball rolling? The President is in the position to initiate the ball rolling.
- (6) How many faculty searches occurred last year?
 - (a) 60-70 for faculty; with 40 positions last year
- (7) How much money is spent with faculty for searches?
 - (a) Dean/Chair decides the amount.
- (8) Any follow-up questions go through Faculty Senate and it will get to Mr. Gallant

3) Officers' Reports:

i) Chair, Linda:

- (1) Reported that Rich Barnhart sent out an email that informed faculty they could add built-in questions into survey digs for on-line course evaluations.
- (2) Policy/Procedure: Emeritus Policy to review
 - (a) Pass comments through the academic unit chair and dean
- (3) Surplus pickup: goes through the academic unit chair
- (4) Core Curriculum Assessment: Plan is in DRAFT review and is being spearheaded by Dr. Larry King
- (5) New faculty need to attend TEC they take role. It is in their contract to attend these meeting.
- (6) Discussion of the Handgun Bill will be revisited within state legislation
- (7) Visit with Dr. Pattillo
 - (a) Discussed 3 resolutions: Divided Commencement, Summer Pay, Student Evaluations of Courses.
 - (b) iCare: early alert system, Dr. Peck will come to your department meeting to discuss and help faculty learn more about its purpose.

ii) Chair-elect, Dana:

- (1) Discussed the Draft copy of Core Curriculum Assessment. Explained that it is in draft copy and take it to your department and discuss.

iii) Secretary, Rose: Nothing to report at this time

iv) Treasurer, David:

- (1) Currently: \$4232.90
- (2) Obligations include:
 - (a) \$131.66 Oct: Food
 - (b) \$549.00 Oct (off-site retreat)
 - (c) a/o 1 Nov: 3,552.24
 - (d) \$459.20 Nov Shirts
 - (e) \$600.00 Nov Texas Council of Faculty Senate dues
 - (f) \$ 65.83 Nov Food
 - (g) Est 1Dec: 2,427.21

4) Approval of minutes from previous meetings

- i) Minute's approval from Meetings #407, motioned by Dana Cooper, 2nd by David Cook. Passed.

5) Committee Reports:

i) External University Committees:

- (1) Distance Education Committee: Senator R. Powell, No report
- (2) Policy Committee: Senator J. Nerren
 - (a) Meeting and Conducting Classes (A-31) Policy, (Faculty Senate reviewed) was well received by Dr. Abbot with a few minor changes.
 - (b) Five other policies were approved and will be discussed at the Academic Affairs Council:
 - (i) A-45: Transfer Credits
 - (ii) A- 7: Advanced Placement Guidelines
 - (iii) A-16: Alumni Association Distinguished Professor Award
 - (iv) E-14A): Emeritus
 - (v) A-41: Grade Reporting
 - (vi) A-25 Library Gifts
 - (vii) A-31: Meeting and Conducting Classes
 - (viii) A-35.1: Oral English Proficiency Program
 - (ix) A-73: Second Baccalaureate Degrees
 - (x) A-44: Transfer Admission

(3) Core Curriculum: Senator Cooper:

- (a) Please read Core Curriculum Assessment proposal and share with your department. Send any comments to your chair and Senator Cooper.
- (b) By 2013 Coordinators are to respond and plan to determine core and assessment
- (c) By 2014 plan to start the new Core Curriculum; new core will have 42 hours
 - (i) Draft includes core, objectives and assessment to go throughout the 4 years
 - (ii) Read Texas Higher Education Coordinating Board Rules for directions
 - (iii) Call other institutions to see what is going on their campus
 - (iv) If further questions, can have Dr. Larry King come and talk with your department for clarification.
- (4) Graduate Council: Senator Cooper, No report at this time.

ii) Internal Reports:

(1) Academic Affairs:

- (a) Handgun Bill
- (b) Share with your department and get feedback and bring to next meeting
- (c) Provide final resolution to Dr. Pattillo, by December 12th.
- (d) Motion was made for the Senate to submit a resolution on the handgun bill to take to Dr. Pattillo by Senator Franks and 2nd by Senator Bob Henderson
- (e) Discussion held on the proposed resolution
 - (i) Was generally to keep in the verbiage about the charter school; even though, the original legislation exempted on-campus schools at the secondary level and lower, there was not provision for ban to extend to parking lots for such schools.

- (ii) Senator Ball stated that he did not like the paragraph regarding the charter school, generally indicating this might be too specific.
 - (iii) Give suggestions on improvement of the resolution to Senator Nerren to move forward
 - (2) Table for this meeting [see (b) above], will vote on sending resolution to Dr. Pattillo prior to the December meeting.
 - (3) Professional Welfare:
 - (a) RE: Supplemental Retirement Annuity
 - (i) There are rules and regulations that are required for a new group to join and they have to comply with those rules. If they agree we can have them added to the list. However, it takes time to go through the acceptance process.
 - (ii) Share with your faculty members who requested other companies that are not on the list.
 - (4) Communication:
 - (a) Senator Coble wants to increase faculty communications through an online forum.
 - (i) NING: an online social networking site that has the capability of hosting multiple discussion groups. There is a annual fee of ~\$250.
 - (5) Ethics:
 - (a) Standing Rules need adjusting
 - (b) Constitution needs to be updated as well. A Faculty Senate is only as strong as its constitution.
 - (6) Elections (Norjuan Austin)::
 - (a) Tabled until next meeting
 - (7) Faculty Government and Involvement: Deb Scott
 - (a) Tabled until next meeting
 - (8) Finance and Administration: David Cook:
 - (a) No report
- 6) Old Business
- a) Policy review of Meeting and Conducting Classes (A-31), Response from Policy Committee was positive with minor changes.
- 7) New Business: TABLED
- a) Policy order for review:
 1. *Meeting and Conducting Classes (A-31)* – Submitted to PC
 2. *Academic Freedom and Responsibility (A-2.5)*
 3. *Faculty Workload (A-18)*
 4. *Overload Assignments (A-37)*
 5. *Academic and Professional Qualifications (A-49)*
 - B. Policy review of *Academic Freedom and Responsibility (A-2.5)*
 - C. December 12, Meeting #409 agenda
- 8) Adjournment
- Motion Senator Nerren, 2nd Senator Scott; Motion Passed

Respectfully submitted,

Rose M. Powell
Secretary