

Stephen F. Austin State University
Faculty Senate Meeting Minutes
April 9, 2003 Meeting #319
(Subject to approval at May 7 meeting)

Unexcused absences: Ann Doyle-Anderson

Call to Order

The meeting was called to order at 2:30 p.m. by Dr. King.

Announcements

Dr. King reminded senators that the date for the May meeting has been changed from May 14 to May 7, because the semester ends on May 10.

We will elect officers at the May 7 meeting.

Guests

There will be no guests at today's meeting. Dr. Guerrero and Dr. Smith are in Austin.

Approval of Minutes

The minutes of the March 19 meeting were approved with corrections. The secretary will add resolution numbers to previous minutes. .

Chair's Report

Dr. King reported on the President's Cabinet meeting. The following was discussed:

- Resolutions passed by Senate and the policy changes recommended on the evaluation of administrators and on GPA Calculation.
- The new Provost and VPAA. Dr. Cullinan will make a short visit April 19. The President will check to see if she has time for a public reception. Dr. Cullinan will be back in May.
- The university budget is still in a state of flux.
- Fall enrollment indicators are not good. Attendance at this year's Saturday Showcase was down from last year's. The number of applications is down.
- Faculty can make personal contacts with prospective students. They can contact the Admissions office and ask for students who meet the criteria for their majors and programs.

At the Academic Affairs Council meeting today:

- The Intellectual Property Rights policy passed.
- Policy A-9.1 Cheating and Plagiarism Policy was recommended from a committee.
- The Policy on Email for University Communication was referred to Professional Welfare to report by the May meeting.

- Concern was expressed about the Faculty Senate Resolution on the Calculation of Grade Point Averages. Dean Herbert, who attended today's meeting, asked about best grade counted vs. last grade counted. Dr. King is referring it back to the Faculty Senate Academic Affairs Committee.
- Approved a request for planning authority for a B.S. in Civil Engineering. The College of Sciences and Mathematics will ask the Coordinating Board for approval.
- ??? A name change was approved for the Department of Geology to ??????
- A policy on the Stone Fort Museum Collection was discussed. Senator Williams wondered if the Faculty Senate needs to take a look at it. Senator Jackson said it was a subject of great contention a few years ago. The issue of what they collect and what donations they keep is very sensitive. Dr. King pointed out that the handling of Native American artifacts is not included. **[What did we decide to do?]**
- Policy A-55 Residency Requirements was referred to committee.
- ???Policy A-53 Assessment of Institutional Effectiveness???
- ???Policy A-59 ??? Academic Affairs Council may make changes.

Chair-Elect's Report

The Graduate Council just covered routine matters.

Treasurer's Report

[Current balance??]

There are some unspent funds in the budget. The Chair-Elect will see that they are spent.

Secretary's Report

No report. The Senator Scamman felt it would be useful for the secretary to have a tablet PC for taking minutes, if there are sufficient funds remaining in the budget. Dr. King felt one would be very useful for the Chair's position.

Committee Reports

Academic Affairs Committee

Policy A-9.1 Cheating and Plagiarism

Senator Pickard said some concern has been expressed about the proposed revisions and suggestions to the policy. He is not yet ready to present it as a motion from the committee. He wants to hear the discussion first.

Discussion followed:

- There is concern that the department chair and dean have been taken out of the process.
- It requires use of Policy A-2, the general policy on grievances.

- Cliff Jones of the Chairs Forum feels that the chair should still be involved.
- There is currently no permanent record of student cheating and no university level system to track it.
- Senator Jackson felt infringements should be handled at the lowest level possible.
- There needs to be development of an “institutional memory.” A student’s grade should indicate that they failed a course because of cheating. The problem then becomes one of the student having a “scarlet letter” from then on.
- [Cliff Jones warned that the proposed](#) committee on [Academic Integrity](#) may be overloaded.
- Senator Pickard requested a straw vote on the importance of having both the chairs and deans involved. On a show of hands, all were in favor, none opposed to their both being involved.
- Another straw vote was taken of a University level record being kept of cheating. On a show of hands, all were in favor, none opposed.
- The record of cheating is currently kept confidential. This is problematic for faculty who are unaware that a student may have cheated in multiple courses. Were they aware of it, they might handle suspected cheating or plagiarism differently. Senator Ormsby thinks it is good a professor doesn’t know; otherwise a student could claim discrimination. Senator Williams thinks that faculty should be told about cheating in other classes once it gets to the penalty phase. Information available in the penalty phase should be kept separate from other phases.
- Students should be informed of the procedure that will be followed. Dr. King objected to faculty being told by Legal Counsel what should go in syllabi. It’s just one more thing that has to go in it, and could make for voluminous syllabi. Legal Counsel feels that faculty should notify students of their rights early on. Dr. King feels that Legal Counsel should then supply the proper language if that is to be expected of faculty.
- Senator Pickard’s committee will work on this some more.

There were no changes recommended in other policies reviewed: Policy A-46 Under-enrolled classes, Policy A-50 Concurrent Enrollment Program, Policy E-59 Selection of Academic Deans, and Policy A-59 Academic Advising for Undergraduate Students.

Administration and Finance

Policy B-2 Use of Academic Space. Senator Stroup reported that the policy is sufficient as is, if it is enforced.

Elections

Adjunct representative: Senator Jeffcoat was nominated for another term and accepted the nomination. Senator Scamman asked that other nominations be sent to her by April 16. A virtual election will then be held by email.

Elections and Nominations: First ballots have been mailed to the College of Education and are due back by April 16. Senators who had not yet received them were advised to check with departmental secretaries. Additional nominations are still being solicited for the College of Business. Dr. Troy Davis, History, was just nominated from the College of Liberal Arts. Senator Scamman will attempt to verify whether there are now sufficient nominees in the College of Liberal Arts. She will include suggestions for improving the elections process in her end of the year report and invited senators to give her and Senator Jones their suggestions.

Faculty Government and Involvement

Report on constitutional amendments:

Representation by college vs. department

Senator Caffery's committee has discussed the idea of going from having representatives from the different colleges to having one representative per department. There are thirty-two departments on campus. Currently the number of representatives is determined by the size of the faculty in a given college. Reapportionment is done every three years.

Discussion followed. It was remarked that people don't vote by college. Senator Mercer felt that representation would be better by college, but that it's easier to canvas and disseminate information by department.

Senator Caffery said that they can't do an amendment right now, so it will be up to next year's committee if a change is to be proposed.

Term limits

Should term limits be removed? Senator McDonald said that historically, term limits were used in Faculty Senate, because there was a fear of someone developing a power base. Senator Jackson added that in the past there was rapid turnover and that Senate needs continuity. Perhaps there should be a break in between after six years of service.

Ex Officio members Who should be ex-officio? Should there be fewer people?

Article I, Section VII specifies the following as ex-officio members:

Section 7. The President of the University, the Vice President for Academic Affairs, academic deans (whether or not they are also members of the teaching faculty), the Vice President for Fiscal Affairs, the Library Director, the immediate past Chairperson of the Faculty Senate, and President of the Student Government Association shall be ex officio members of the Faculty Senate, with all the privileges of membership except the right to vote and to hold office.

Dr. King said he did a survey two years ago of all the Faculty Senates in Texas. We're the only university our size that has deans and others as ex officio members of Senate. Senator McDonald feels that it's a two-way street. The chair of Faculty Senate is ex officio on the Academic Affairs Council. Should they exclude the Faculty Senate? We serve at the pleasure of the President. We don't need to be excluding people.

Concerns arose several years ago when the deans wanted to attend an executive session which a regent had specifically requested that they not attend. They even contacted Legal Counsel to get an opinion on whether they could attend. The question is how do we operate? We could add a clause about voting members only being able to attend executive sessions.

Professional Welfare

Policy D-34.1 Student Conduct.

Senator Williams reported on changes to the policy. One notable change is that Section 11, Paragraph 1 strengthened the protections for faculty and employees by adding a specific reference to them.

Discussion of this section (see below) revolved around the wording. Dr. King suggested substituting the word “person” for “student or university employee.” in the section, “If a student or [university employee](#) has filed a complaint . . .” Dr. King’s suggestion was accepted, and the wording should now read, “If a person has filed a complaint . . .”

11. Rights of the Victims in Criminal Offenses:

Some actions that violate the University rules involve victimization of one or more students or [university employees](#) by another student(s). This behavior may include physical violence and other acts that endanger the safety of others in the University community. If a student or [university employee](#) has filed a complaint and is identified as a victim of a criminal offense resulting in bodily injury, that student is entitled to certain rights during the disciplinary process.

If a complaint is filed with the Dean of Student Development, it is important to remember that the accused student is being charged with violating a University rule or regulation; therefore, the University is ultimately responsible for initiating charges, imposing sanctions if the charged student chooses to admit the violation, implementing the hearing process, and determining sanctions following a finding of guilt. Although a victim’s input may be sought during the disciplinary process, the ultimate disposition of the case rests with the University. If a victim withdraws the complaint during the course of the disciplinary proceeding, the University reserves the right to proceed with the case on the basis of evidence other than the testimony of the victim.

During the course of a disciplinary proceeding, victims have the following rights:

- a. To meet with the hearing officer to discuss the disciplinary process.
 - b. To submit a written account of the alleged incident.
 - c. To be advised of the date, time and location of the disciplinary hearing, and to request rescheduling for good cause.
 - d. To be present at the hearing and to be accompanied by an advisor of the victim’s choosing during the hearing process, although the advisor will not be permitted to speak for the victim during the hearing.
 - e. To testify as a witness during the hearing. All alleged victims of any violation involving sexual offenses or assault have the option to use an intercom or other remote audio or video device, so that they may testify and respond to questions without face-to-face contact with the alleged perpetrator.
 - f. To decline to testify, with knowledge that such action could result in dismissal of the University’s charges for lack of evidence.
 - g. To make an impact statement, either in person or in writing, to the hearing officer or Conduct Committee for consideration during the sanctioning phase.
- Senator Williams brought this forward as an action item seconded by the committee.

Senator McDonald said the change in wording could be accepted as a friendly amendment. It was.

Dr. King said there is a new law being considered that would give the university protections similar to school districts when it comes to potentially dangerous or unbalanced students.

Senator Frantzen wondered if offenders would be prohibited from taking additional courses. At the Chair's discretion, a student could complete a course through independent study.

Some wondered whether this policy goes far enough in protecting faculty. Dr. King wondered why an offender would still be enrolled. Several senators related personal experiences with emotionally disturbed students. In Senator Williams's case, the student received appropriate intervention and eventually graduated with a good GPA and is gainfully employed in their chosen field.

A vote was taken by a show of hands. 18 were in favor, 0 opposed, with 1 abstention.

Review of Policy E-50A Tenure. Next year's committee will continue work on this.

Strategic Planning

1. ??Report on ombudsman ????

2. Report on nominations of officers for 2003-2004. The following slate of officers will be voted on at the May meeting:

- **Chair-Elect:** Senators Alyx Frantzen, Jere Jackson, and Gary Wurtz
- **Secretary:** Senators Dixie Mercer and Lisa Mize
- **Treasurer:** Senators Vi Alexander and Roy Joe Harris

Old Business

Resolution from TCFS.

Dr. King presented a resolution from the Texas Council of Faculty Senates. Senator Jackson seconded it. Text follows:

A RESOLUTION

WHEREAS the primary mission of the state colleges and universities of Texas is education and instruction;

WHEREAS the core values and goals of the state colleges and universities of Texas reflect and support this mission;

WHEREAS the state colleges and universities of Texas must preserve and protect their basic ability to deliver quality instruction to a record number of students;

WHEREAS recent and pending budget restraints require state colleges and universities of Texas to do more with less (i.e., deliver more instruction to more students with smaller budgets);

WHEREAS all members of the Texas higher education community must bear the burden of ensuring that we weather the budget crisis without sacrificing quality;

WHEREAS the faculty in the state of Texas are willing to assist in devising ways to determine how to do more with less, and they are willing to make adjustments in their overall workload if necessary to accomplish this;

THEREFORE BE IT RESOLVED that the Texas Council of Faculty Senates, an organization representing the leaders of the faculty senates in the state of Texas, supports the efforts of faculty to participate in this process and believes that the burden of doing more with less must not be interpreted to mean the faculty should be paid less and/or that the faculty should assume a greater overall workload. While the Texas Council of Faculty Senates believes that colleges and universities should be free to make adjustments as needed to meet their budget restraints, these adjustments must be done within the constraints of fair pay for a reasonable workload. Colleges and universities must recognize that teaching load is only a subset of workload. Any adjustment in teaching load therefore must mandate a corresponding adjustment in service, research, and other work activities. Furthermore, in the spirit of shared sacrifices, we ask all Texas college and university administrators to shoulder a just portion of this burden by limiting their own increases in compensation packages to a percentage no greater than that received by the faculty at their institutions. To do so otherwise will harm the missions, values, and goals of the state colleges and universities of Texas.

Signed on this 22nd day of February 2003.

Claudia Stuart
President,
Texas Council of Faculty Senates

Senator Rust requested clarification of the sixth “whereas,” which she felt was in contradiction to the next paragraph. Dr. King explained that the text had been drawn up by a committee; he could suggest a change to them, but it was doubtful they would make any changes. We were just to vote it up or down.

- The resolution passed on a show of hands with 10 in favor, 5 opposed, and 4 abstentions.

New Business

Dr. King presented a packet of information from Library Director, Mr. Al Cage, with a cover memo from him. Another packet of information was provided by Ms. Bernice Wright, Reference Librarian/Social Sciences. Concerns about the relocation and delivery of reference service and removal of the reference desk had been brought to the Faculty Senate’s attention by Senator Devine. Mr. Cage was invited to attend this meeting, but he was reluctant to come at this time. He felt like senators needed to be better informed about the issues and to study the packet he provided before having a discussion about it.

- A number of senators wondered why the Senate needed to talk about removing a desk in the library. Senator Scamman attempted to explain that the controversy was not just about the removal of the reference desk, but in the opinion of some of her reference colleagues, about quality of reference service. It should, in their opinion, be a campus wide concern, because it affects everyone who uses the library.

- Senator Devine also expressed his concerns about large numbers of reference books being transferred to the library stacks.
- Senator Wurtz questioned whether the Faculty Senate could do anything to affect the changes in the library's Reference Department and whether it was in the Senate's jurisdiction. Senator Scamman said that a work order had already gone in to remove the second floor reference desk, and there was probably nothing the Senate could do about that.

Senator Scamman made the following motion:

"Faculty Senate requests the Library Director to refer this issue to the Library Committee and the Library Academic Advisory Council with the intent to reply to the Faculty Senate by the May meeting and that interested librarians be invited to attend the Library Committee meeting."

Senator Jones seconded the motion.

- Senator Wurtz again questioned whether it was in the Faculty Senate's jurisdiction. Dr. King said it becomes the Senate's jurisdiction if we are petitioned about an issue. He had been contacted by at least three faculty members about it.
- Senator McDonald wondered what students thought about the change in service.
- Senator Scamman said she personally felt that since the library already had bodies constituted to deal with library related issues, that the Library Academic Advisory Council and the Library Committee would be better for giving the matter further consideration. Also, the Library Committee has a graduate and undergraduate student representative, so we could involve students in the discussion that way.
- Senators Frantzen and Copeland, who serve on the Library Committee, were surprised and said they know nothing about the changes.
- Several senators expressed reluctance to tell another department head what they should put on their agenda.
- Senator Williams saw it as two different issues; the loss of the reference desk and managerial/organizational problems.
- Senator McDonald asked about sending a questionnaire to students. Senator Scamman reiterated that the change was already in progress, that a work order had gone in, and pointed out that Senate just had one more meeting. By taking it to the Library Committee students would be represented.
- Senator Devine has observed student workers socializing with groups of students while they are on duty at the Information Desk. He felt that might make some other students reluctant to approach the Info Desk. He also expressed concern about the lack of visibility of reference librarians' offices on the second floor and the large number of books being weeded from the reference collection and sent to the stacks. Senator Scamman explained that part of the purpose of trimming the reference collection down was to improve visibility of librarians' offices. She said his concerns about books he and his students might need to have handy in the reference collection could be resolved just by communicating with the librarian who was weeding the books in that area.

The motion passed with 10 in favor, 0 opposed, and 8 abstentions. Dr. King will communicate it to the Library Director.

New Officers:

Senator McDonald presented the following slate of candidates for new officers:

Chair-Elect: Senators Alyx Frantzen, Jere Jackson, and Gary Wurtz.

Secretary: Senators Dixie Mercer and Lisa Mize

Treasurer: Vi Alexander and Roy Joe Harris

The election will be held at the May 7 meeting. Nominations from the floor are permitted.

The Senate stood adjourned at 4:20 p.m.

Respectfully submitted,

Carol Scamman, Secretary