

Faculty Meeting Minutes
January 12, 2006

In attendance: Martin, Bridwell, Daniel, Greer, Mize, Saracino, Swearingen, Underwood, Wittenbach, Pfaffenberg, Runnels, Fredrick, Russell, Nichols, Badders, Marques, Kenner.

Discussion about having 10 office hours. Wittenbach – Faculty Senate states office hours are determined by the Department. Greer- proposed 5 hours per week. Runnels seconded. All in favor with one exception, Dr. Pfaffenberg opposed. Greer stated that the student's needs must be considered in making office hours. Bridwell – asked about Friday advising sheet, it is to be signed after form is completed. Nelda Fredrick – syllabus must be completed and sent to her electronically. Swearingen – Class room procedures should be standardized for accreditation. Saracino- No cell phones in class room, she takes cell phone and does not return to student. Wittenbach-Cell phones statement did not work in her classes. She will deduct daily points from daily grade for entire class. Martin, Fredrick-New sick leave form on SFA Forms web-site and must be filled out anytime you miss class or office hours. FMLA – Nelda will do the form.

Martin-STAGS week. SFA approved list-AAFCS coming. Martin-1/11/06 new parking garage opened. Martin-476 majors and 6600 credit hours. AAFCS – Standard 1 has to have minutes from all meetings (curriculum, program, committee, etc.) one year prior. Martin- do we want to change the Mission statement? Saracino likes the original and voted to keep it. Art criticized Mission and classroom 107 for being too crowded. Greer-suggested appointing a committee to review the mission statement. Saracino-proposed we keep the original mission statement, seconded by Marques. Martin too a vote, all in favor -8, all opposed -3, absent -3. Swearingen-when Dr. Martin is out of office for an extended period of time how is the department to handle student problems. See advisor then Martin if Dr. Martin is out they can go to Lisa Stone or whomever Dr. Martin has left in charge can sign for Dr. Martin.

Academic Alert questioned by Martin if anyone had used it in the fall semester. Pfaffenberg sent out 9 letters, Greer sent 3, Runnels sent 1 but followed up with a phone call to his coach. The letter was not followed up on by SFA.

Bridwell – discussed absences, she takes a letter grade off if you have three unexcused absences, and that works great, attendance was up. Greer-HMS 300 was discussed, should we offer it in the summer? It is better to substitute another class for seniors, HMS 147 is a good substitution. Martin –modeling for degree plans. Marques-Credit hours dropping to 120 hours, State officials are reviewing, not official yet. Bridwell-accredited programs, general education can not be dropped. Accredited programs may not be able to comply. Martin- had to review other University to see their degree plan hours to see how they compare with ours. Diane Troutman running for State Legislature because of education concerns. Web CT will be down per Melanie McCuller to train them for Web CT 6. Swearingen- February 04 from 7-9 p.m. put on the calendar opening of the Senior Interior Design Show in Lufkin. Marques-February 04, East Texas Health Access Network, FNTD seniors have a health camp in Jasper for HMS 479.

Dr. Saracino will speak in HMS 100 and suggested that the students be given one program area to focus on per week. Kenner- Date of College of Education visit? Wittenbach - The Dean will decide the dates. Convocation will be discussed in the Dean Advisory board meeting on February 07. Swearingen- Interior Design exhibit, date? Kenner- 20th century costume classroom 201, date? Runnels- suggested HMS 139 will serve. Kenner-ambassador, tours talk about our programs.