

**FACULTY SENATE MEETING MINUTES
SAM HOUSTON STATE UNIVERSITY**

November 17, 2022
3:30 P.M. – 5:00 P.M.
Peabody Library

Senators Present (22).

Samuel Adu-Prah (COSET), Irfan Ahmed (COBA), Maria Botero (CHSS), Patrick Buzzini (CJ), Tamara Cook (COSET), Brandy Doleshal (COSET), Mandy Duan (COBA), Jamie Duran (COE), Debbi Hatton (CAM), Damon Hay (COSET), Nicolas Lantz (CHSS), Kimberly LaPrairie (COE), Kenneth McIntyre (CHSS), Geraldine Monjardez (CJ), Audrey Murfin (CHSS), Erica Pasquini (COHS), Debbie Price (COE), Vlad Radoias (COBA), Karen Sherrill (COBA), Zeinab Shuker (CHSS), Zachary Valdes (NGL), Anthony Watkins (CAM).

Guest.

Volha Minich (COSET)

Senators Not Present (8).

Mario Aschauer (CAM), Rhonda Callaway (CHSS), Victoria Lantz (CAM), Sureni Mullegama (COM), Todd Primm (COSET), Xiaobo Wang (CHSS), Rebecca Wentworth (COE), Darren Williams (COSET).

Special Guests.

Emmett Rumfield, Chief Relationship Officer and Lucrecia Chandler, ITSM & Communications Manager

Call to Order

3:30 PM

Mr. Rumfield and Ms. Chandler thanked the Faculty Senate for the opportunity to present the Strategic IT plan with a focus on IT as a service organization. Mr. Rumfield reiterated the need for the IT team to be proactive and to improve user experience. They mentioned the IT team is seriously addressing issues raised in the December-2021 memo. Senators asked myriad of questions including transitions from upgrading to new computers and software, disclaimer on emails, work order issues, classroom upgrades, and drop box issues. Mr. Rumfield said that his office will handle these concerns. Members of Faculty Senate will update the list of concerns in presented in the December 2021 memo.

Approval of Minutes

The minutes of the November 3, 2022 meeting were approved

Senate Committee Reports

Committee on Committees & Surveys

Senator Doleshal (Chair of CCS Committee) reported on the committee's recommendations on policy APS 950601 - Members Not Employed by SHSU Serving on Thesis and Dissertation Committees. The committee recommended adopting the policy with no changes. The Senate voted unanimously to accept the policy with those recommendations.

Faculty Affairs Committee

Senator Lantz (Chair of FA Committee) reported on the committee's update on report for Dr. Gaillard regarding updates Faculty Handbook to be implemented. The committee reported that work is in progress.

University Affairs Committee

Senator Murfin (Chair of UA Committee) reported on the committee's recommendations on policy APS 130424 Faculty-Led Study Abroad Program. The committee recommended to accept the policy with minor amendments and clarifications. They suggested edits on 2.03 and 3.01 to clarify the responsibilities of faculty leaders and academic departments. The committee also suggested adding a hyperlink to the handbook at 2.05 and minor changes in sections 3.02d, 5.03, and 9.01.

The Senate voted unanimously to accept the policy with those recommendations.

New Business

Discussion on Faculty Senate-driven projects

A list of faculty senate-driven projects were discussed with the goal of prioritizing which project members of Faculty Senate would like to consider first. Senators proposed a survey to vote for the order of importance of proposals. The following projects were identified with no order of preference: day care (Child Learning Center), campus accessibility, transparency awards, social media, Bearkat bundle, academic couples, sharing workload, grading system, outreach, and handbook transformation.

Addition of statement in syllabi to inform students about their requirements to maintain eligibility for financial aid.

After discussion on the addition of the statement in syllabi, the Faculty Senate voted to reject the endorsement of including the statement in the syllabi.

Chair's Report

- Lactation Rooms
There is a list of the lactation rooms. The building liaison for each building has a key and/or code. For higher traffic areas (LSC and Library) the code can be obtained at the information desk. Some of the ones in smaller buildings (e.g.- Thomason) stay unlocked. Need for informational campaign.
- Updates on the salary information publication on FS website
- Faculty Senate Social (update) - December 1st Austin Hall 5 pm. Invitations will be sent November 18th.
- Dr. Gaillard's responses to feedback

- *APS 110511 Appointment, Workload and Evaluation of Chairs:* Incorporated the suggestion from Faculty Senate into the policy, and it is now ready for a vote by AAC to become a fully implemented (i.e. not interim) policy.
- *APS 810806– Student Educational Records:* Incorporated recommendation from Faculty Senate into the policy which is up for a vote by the AAC in December.
- *Faculty Handbook:* I recommend that the faculty workgroup download the pdf version of the Handbook, convert it to a Word document, and then use Track Changes to make the edits they recommend.
- *APS 900417 Faculty Reappointment Tenure and Promotion.* Reviewed the recommendations of Faculty Senate and made notes on the policy revision to document them. Will be discussed at CAD (scheduled for 11/16).
- *APS 921007 Academic Advisory Councils.* I have incorporated the recommendations from Faculty Senate into the policy revision
- *APS 800401 Class Attendance.* Incorporated the recommendations of Faculty Senate into the policy revision; concern about section 2.03 and would like Faculty Senate’s recommendation. Please see the question posed for section 2.03 on the attached document.
- Upcoming workgroup tasked with examining the use of IDEA evaluations
- Faculty Centennial Endowed Scholarship awards update (scholarship given by Faculty Senate)
- Updates on Dual Credit agreements
- Updates on Merit announcements.
- Discussion Service.

Announcements

The Chair requested that all Senators should remember to attend the President’s Holiday Party scheduled on 30th November 5:30 pm – 6:30 pm

Next Meeting

December 1, Austin Hall, 3:30 P.M.

Adjournment:

5:05 PM