

FACULTY SENATE MINUTES
SAM HOUSTON STATE UNIVERSITY

October 27, 2011

3:30 p.m. – 5:00 p.m.
LSC 304

Members Present:

Tracy Bilsing (CHSS), Len Breen (CoE), Donald Bumpass (CoBA), Erin Cassidy (NGL), Kevin Clifton (CFAMC), Jeff Crane (CHSS), Donna Desforges (CHSS), Mark Frank (CoBA), Randall Garner (CoCJ), Debbi Hatton (CHSS), Bill Jasper (CoS), Gerald Kohers (CoBA), Lawrence Kohn (CoE), Paul Loeffler (CoS), Drew Lopenzino (CHSS), Joyce Mc Cauley (CoE), Sheryl Murphy-Manley (CFAMC), Javier Pinell (CFAMC), Rick White (CoS), Pamela Zelbst (COBA)

Members Not Present:

Chad Hargrave (CoS), Renee James (CoS), Dwayne Pavelock (CoAS), Debbie Price (COE), Tracy Steele (CHSS), Doug Ullrich (CoS).

Meeting called to order by Debbi Hatton at 3:30 p.m.

Approval of Minutes: The minutes from the October 13th meeting were discussed in detail. The body decided to postpone voting on the minutes. Chair Hatton will disseminate the minutes later in the week and conduct an on-line vote.

Chair's Report: The week has been very busy and forced the rescheduling of several meetings so Chair Hatton ceded the majority of her time to committee reports. The issues she is following up on are: HEAF, SCH & Enrollment, Central Purchasing Policy and Banner.

Chair Hatton announced that she and Senator Frank would be representing the university at the fall meeting of the Texas Council of Faculty Senates in Austin. Systems Chancellor McCall and Vice-chancellors Perry Moore and Sean Cunningham would be addressing the group on Friday morning. Members of the Senate asked that the representatives voice concern over the \$10k degree and other items.

Committee Report:

Academic Affairs – Committee chair James became ill earlier in the day. In light of this unexpected turn of events, the committee asked to send their recommendations to the Senate electronically for review and acceptance. It was decided that the award should be renamed to Excellence in Scholarly and Creative Endeavors to better describe the award's scope.

Committee on Committees – Committee chair Kohers presented the committee's recommendations for the Excellence in Service Award. The Senate voted to accept the recommendations as presented.

Chair Kohers also presented the names of the nominees for the Women's Advisory as well as the Tenure and Promotions Committees. The Senate accepted the nominees.

Faculty Affairs – Committee chair Loeffler presented the committee's recommendations for the Excellence in Teaching. The Senate voted to accept the committee's report.

The Senate felt that there were several practices that should be adopted for the Faculty Excellence awards including:

- 1) All awards should utilize the same calendar to ensure consistency; and
- 2) Award selection committee should include past winners; and
- 3) To retain consistency, selection committee chairs and chair-elects should be selected one year prior to filing the position; and
- 4) There should be four committees to select the awards – ACE, Scholarly and Creative Accomplishment, Service, Teaching (also responsible for selecting the Piper Award recipient); and
- 5) Award finalist should receive a letter acknowledging their selection; and
- 6) Award recipients should be honored in a campus-wide celebration.

Old Business: The Senate had been asked to submit five issues affecting the faculty. After much discussion it was decided that there were three "umbrella" issues that permeates the acceptance process – the need to know what the Banner staff was working on, there needs to be clarity in the language used (i.e. fixed should mean it is live and useable not just that it has been worked on) and faculty being told that they should have attended training, however, only departmental chairs and staff were included in training sessions. In addition to these items, five specific areas directing impacting faculty were identified. The Senate was asked to draw up a list of five Banner items that were important to faculty and present the list to the Provost. The list consisted of three umbrella issue and five specific areas including: (See attachment)

- 1) Inability to obtain an accurate list of majors and minors
- 2) Ever changing format of class schedules for registration
- 3) Audit information not accessible to advisors
- 4) Inability to obtain an accurate list of faculty by rank, college, FTE, etc.
- 5) Inaccurate GPA due to retakes, etc

New Business: Human Resources posted the campus' policy on drugs earlier in the week. Chair Hatton reported receiving 11 emails from faculty voicing their opinions on whether tobacco should fall under the policies purview. Much like the correspondence received by Hatton, the Senate was divided on the issue. Chair Hatton announced that the Student Government Association and the Staff Council were both developing positions on tobacco use on campus. The Senate decided to table the issue until the other campus leadership groups brought their positions forward.

Senator Crane brought it to the Senate's attention that the IDEA scores on the webpage had not been updated since 2010. HB 3505 requires faculty evaluations be only "two clicks" deep. Most of the information including faculty vitas and course syllabi were updated however the IDEA ratings were not in compliance. Chair Hatton will address this with Provost Hebert.

Adjournment: 4:50 PM

Next meeting will be Nov 10th at 3:30 in LSC 304.

Submitted by Debbi Hatton

Attachment #1:

Senate's Issues with Banner (Oct. 2011)

In its discussion on Banner issues, it became evident that there are three over-arching issues that need to be addressed. First, is the fact no one has any idea what is currently being worked on so people become irritated when they keep being told "we are working on it" but nothing ever changes. If there was some place a list of projects the Banner people were working on, then the faculty could see that it was being addressed and not be so dogmatic. Secondly, people would like to see more accurate language used. There seems to be a discrepancy on the term "fixed". To the faculty if a problem is "fixed" then it has been corrected and can now be utilized, however, people are now reporting that issues are "fixed" but not ready for public use. We would contend that an issue is not "fixed" until it is usable by the campus and so should not be identified as such. Finally, many people reported that they have been told that "it isn't a Banner issue. You just did not go to the training so you can't access it" which seems to have become a crutch and is very irritating because most of the secretaries spent countless hours in training.

Along with these over-arching issues, the Senate isolated the following items needing attention:

- a) The departments cannot get a concrete list of their majors, minors, unofficial majors. This is causing problems in planning class schedules for upcoming semesters.
- b) It appears that the class schedules have once again morphed prior to registration. This causes problems for faculty advising students. Plus, students have become disgruntled because they can't seem to find the class schedules because they keep moving.
- c) The audit forms completed by advisors prior to the conversion to Banner have disappeared. This is causing irritation because it gives the perception that the advisor did not do their job.

This has also become an issue for students in the Honors program who rely on the audit forms to indicate their honors sections.

- d) An issue that is problematic for the Senate specifically is the inability to get a list of faculty by rank, college, FTE, etc. This is needed by Gerald as he works to ensure that each college is represented on the campus committees. He has asked for the information many times and was told the system cannot generate the document at this time.
- e) The final issue that has upset many campus faculty is the issue with transferring courses into the campus as retakes and the inaccuracy of the GPA.