

# FACULTY SENATE MINUTES

## SAM HOUSTON STATE UNIVERSITY

March 24, 2011

### Members Present:

Tracy Bilsing (CHSS), Len Breen (CoE), Rebecca Bustamente (CoE), Jeff Crane (CHSS), Mark Frank (CoBA), Debbi Hatton (CHSS), Renee James (CoAS), Bill Jasper (CoAS), Gerald Kohers (CoBA), Paul Loeffler (CoAS), Drew Lopenzina (CHSS), Joyce Mc Cauley (CoE), Sheryl Murphy-Manley (CoAS), Ling Ren (CoCJ), Tracy Steele (CHSS), Doug Ullrich (CoAS), Ricky White (CoAS).

### Members Not Present:

Carl Brewer (CoBA), Donald Bumpass (CoBA), Erin Cassidy (NGL), Donna Desforges (CHSS), Chad Hargrave (CoAS), Hee-Jong Joo (CoCJ), Dwayne Pavelock (CoAS), Sheryl Serres (CoE).

### Call to Order:

The meeting was called to order at 3:30 by Senate Chair Frank.

### Special Guests:

 Dean Jaimie Hebert and Associate Provost Dick Eglsaer

The Senate invited the Dean Hebert and Assoc. Provost Eglsaer to discuss concerns surrounding the transition to Banner. The presentation began with an explanation that the current Legacy System could not handle the large growth SHSU has experienced which precipitated the need to move to Banner. Other programs, such as People Soft, were reviewed prior to the selection of Banner which has the ability to produce documents/reports needed by the THCB and the Board of Regents. The two acknowledged that the transition is an enormous undertaking but once completed should provide a more system-friendly environment. SHSU bought the entire Banner package to ease the transition. This was a decision made by Vice-President of Enrollment Management Heather Thielemann which has been beneficial to the staff. The university has established a ERP Steering Committee to handle the campus transition. Initially the committee did not have academic representation, however, that has been rectified with the addition of Hebert and Eglsaer. If campus faculty have concerns which should be addressed by the steering committee, those questions should be forwarded to Eglsaer and Hebert. The Senators posed the following questions to the guests:

Status of hiring a VP of Banner–Tom Graf has been hired for the position which is actually titled Interim Vice President Information Technology. Recent restructuring of IR was made. Currently, Mark Adams, Tim McGuffin and Debbie McKerall report directly to Graf. Jacob Chandler, Katherine Davis and Elisa Crossland report to Mark Adams. While Rita Caso and Bill Angrove report to Interim VP of Operations Randall Powell. Once a VP of Finance and Operations is hired the decision whether to make the position permanent will be made.

Schedule Difficulties – The Summer and Fall Schedules have taken on completely new appearances under Banner. Students, faculty and staff members can access the schedules in My Sam. People are experiencing many problems including the fact that the courses offered in the summer sessions are not separated which is confusing especially to people looking for mini-

mester courses and course enrollments. The Senators pointed out that students who are not familiar with the new system may enroll in a course only to discover later that the course is not offered during the time they expected to take the course. This is an issue that the Banner committee is aware of but feels that once people begin working with the scheduler it will become second nature to look for the course offered dates. Faculty may locate the enrollment numbers under the ACT column.

Another issue caused by the new system arises from course prerequisites. It seems that unknown course prerequisites are appearing on some courses and blocking qualified students from enrolling. Eglsaer acknowledged that this is a problem that they are working on and recommends that the faculty check their courses NOW for prerequisites and room problems. If something out of the ordinary appears on the schedule, the department chair will need to contact Eglsaer to get the blocks removed.

Compensation for Summer Teaching – Unlike the Legacy system, Banner recognizes the summer as one semester. This is done for reporting purposes. After hearing the concerns of the Senate, the decision was made to return to the traditional payment schedule for the summer. The ERP committee will re-examine this issue at a later date after the system has been fully implemented. If changes are made in the future, the Senate will be informed.

Student Grades for Course Re-takes – This is an issue that is under review. There are currently three options for recording retakes including: counting the highest grade in the GPA, averaging the grades received, and taking the most recent grade. Banner allows an institution to select among these three options. The university is currently moving to counting the highest grade received by the student. This will either be implemented in the Summer or Fall 2011 semester. As long as a student makes a passing grade, they may retake the course as many times as they like. However, after taking the course twice out-of-state tuition rates will apply.

Room Assignments – The current room scheduling software is actually Astra and not Banner. We will shift to Banner scheduling the classrooms in the next phase of implementation. Currently SHSU is running a 68-69% building usage. This number needs to improve. This semester the chairs have priority on where their classes are offered, however, this will shift to Banner to maximize room usage. The chairs must inform the registrar if a room is not acceptable for instructional usage i.e. a conference or storage room. The chairs have also been instructed to identify any special room needs a course may have and forward the information along.

Changes to the Core-Curriculum – Eglsaer is SHSU's representative to the state's core-curriculum committee. Their next meeting will be April 12<sup>th</sup> in Austin. At this meeting guidelines for courses in the core should be finalized and the campus committee will begin its work. There has not been any change to the six component areas that the core classes must address – Communication, Critical thinking, Empirical and Quantitative skills, Teamwork, Social responsibility and Personal responsibility. Each course in the core will need to address a minimum of three of the component areas. There may be changes in how the assessment of how the outcome of these skills is evaluated but it appears that faculty will be charged with ensuring the prescribed outcomes are mastered. Assessments will review the students' college career and not be limited to the first two years. This may cause problems for schools such as Sam Houston

which enrolls many transfer students. Another change to the curriculum that the statewide committee is considering is including six hours of advanced studies along with 36 non-advanced hours for a total of 42 hours. Texas legislation requires six hours of history and six hours of political science be included in the curriculum, otherwise the campus has the purview to include any course it chooses as long as it fulfills three of the core components. Once the state board finalizes its work, the campus committee will begin reviewing the campus curriculum.

### **Minutes Approved:**

Motion to approve minutes from March 3, 2011 passed unanimously.

### **Chair's Report:**

*Meeting with Provost Payne, March 9<sup>th</sup>, 2011.*

1. Provost Payne encouraged the chair-elect of the Senate to attend Academic Policy Council meetings.
2. The Provost encouraged the Senators to meet regularly with the deans of their colleges as charged by Senate Chair Frank.
3. The short summary of Senate business may be sent to Dorothy to be included on the Academic Affairs weekly update.
4. Committee-on-Committee's recommendation to not fill committee positions when no one from a college volunteers was rejected by the Provost. He would prefer new faculty members be named to the committees in lieu of leaving the positions vacant.
5. There is a rumor on campus that the administration is considering reverting to 4/4 teaching loads. While there has been discussion, the Provost is committed to retaining the current loads during his tenure.
6. The tenure decisions have been made and the candidates notified. This year 46 individuals were up for either tenure and/or promotion. Thirty-five applications were affirmed while 11 were denied for a 24% rejection rate. Of the 9 faculty denied tenure, five decisions were based on teaching records and four were based on research scores. The faculty granted tenure had teaching scores above 50 on a Z normalized table. The average was 69<sup>th</sup> percentile. The average publications for faculty receiving tenure was 14.8 peer reviewed publications. Faculty being rejected based on scholarship had an average of 8.8 publications.

The Provost acknowledged that three of the denials would be controversial because they had received full support of their DPTAC and Dean; however, their teaching scores were not above established threshold of 50.

7. Summer salaries will be paid in the traditional manner; faculty teaching summer I will be paid beginning June 1<sup>st</sup> while those teaching summer II will be paid beginning July 1<sup>st</sup>.
8. There is heavy discussion of incorporating program fees to offset budget cuts. The final decision will be determined by the Chancellor and Board. The Program Enhancement fee will range from \$8.00 - 10.00. This rate should cover the highest cuts from the legislator. The deans have been asked to justify the funding.
9. There has been discussion about moving to a flat rate for summer classes, a practice that is very common at institutions of higher education around the state. Some ideas currently being discussed include pay based on rank, pay based on the program and pay cuts on a sliding percentage scale. There was MUCH discussion from the Senate floor including a strong sentiment that there must be shared sacrifice across the campus.

*Academic Affairs' Council's meeting, March 10, 2011 submitted by Chair-elect Hatton.*

The Council reviewed the Curriculum Report sent forward by the University Curriculum Committee. These recommendations were forwarded to the Provost's office for review. If accepted, they will be forwarded on to the Board of Regents for final approval. If fully endorsed, the changes will become active beginning in the 2012 academic cycle. The following 8 recommendations were endorsed by the Council:

College of Arts and Sciences

-Add one course as a College-Wide capstone course – UNIV 4301 (General Studies Capstone Project)

College of Business Administration

-Add three courses in the Department of Management and Marketing – MGMT 5318 (Quality Management), MGMT 5323 (Tools of Project Management), and MGMT 5338 (Project Management Capstone)

College of Criminal Justice

-No curriculum change requested

College of Education

-Add two courses in the Department of Language, Literacy & Special Populations- READ 5302 (Issues in Adult Literacy), and READ 6307 (Digital Literacy and Pedagogy)

College of Humanities and Social Sciences

-Add two courses in Department of English – ENGL 5336 (Narrative Theory) and ENGL 5337 (Narrative Theory and Prosody).

There were no courses were deleted from the departmental curriculums during this cycle. There was other courses forwarded to the council but were withdrawn prior to consideration.

The following recommended changes were made to the Campus Core Curriculum:

College of Humanities and Social Sciences

-Delete POL 281 (POLS 3381-American Foreign Policy) from component V of the core. Becoming a 300 level course so no longer qualifies for core. As a 300 level course it no longer qualifies to be in the core.

-Delete POL 265 (POLS 3365-World Political Systems) from component V of the core. Becoming a 300 level course so no longer qualifies for core. As a 300 level course it no longer qualifies to be in the core.

-Add PHL 4333 (Bioethics) to Component IV of the core. This proposal was withdrawn prior to vote.

The following New/Altered Degree Programs were approved by the council.

College of Arts and Sciences

-Bachelor of University Studies

-Add a Graduate certificate in Applied Geographic Information Systems

College of Business Administration

-Add a Master of Science degree in Project Management

College of Criminal Justice

-Add a Bachelor of Science degree in Victim Studies

College of Education

-Add a Graduate Certificate in Digital Literacies

-Add a Graduate Certificate in Developmental Reading

-Add a Graduate Certificate in Dyslexia

-Change title of Master of Education in Reading to Master of Education in Reading Language-Arts.

-Withdrew request for a Doctor of Education in Instructional Technology

College of Humanities and Social Sciences

-Add a Master of Fine Arts in Creative Writing, Publishing and Editing

**New Business:**

1. Senator Crane distributed flyers for his History 470W summer course. The class will be taught in conjunction with English 480-Advanced Composition taught by Dr. Scott

Kaukonen. The travel class will be offered during the summer mini-mester and include trips to the Colorado Rockies and Yellowstone National Park.

2. The Senate Annual Survey and Election Ballots have been emailed to the campus faculty. Please encourage the faculty to complete the two items before April 5<sup>th</sup>.

**Committee Reports:**

Time precluded any committee reports.

**Meeting Closed:**

The meeting was called to a close 5:00 pm.

The next Senate meeting will be held April 7, 2011.

Respectfully Submitted,  
Debbi Hatton  
Approved - April 7, 2011

DRAFT