

**FACULTY SENATE MINUTES - DRAFT  
SAM HOUSTON STATE UNIVERSITY**

December 2, 2021  
3:30 P.M. – 5:00 P.M.  
Remote via Zoom

**Senators Present (29)**

Samuel Adu-Prah (COSET), Mario Aschauer (CAM), , Maria Botero (CHSS), Tim Brown (COE), Patrick Buzzini (CJ), Rhonda Callaway (CHSS), Mona Cockerham (COHS), Tamara Cook (COSET), Brandy Doleshal (COSET), Mandy Duan (COBA), Debbi Hatton (CAM), Damon Hay (COSET), Soo-Yeon Hwang (NGL), Nick Lantz (CHSS), Victoria Lantz (CAM) Sureni Mullegama (COM), Junkun Ma (COSET) , Geraldine Monjardez (CJ), Audrey Murfin (CHSS), Mary Petróon (COE), Debbie Price (COE), Kevin Randall (COHS), Stephen Rapp (CHSS), Vlad Radoias (COBA), Karen Sherrill (COBA), Aneika Simmons (COBA), Xiaobo Wang (CHSS), Anthony Watkins (CAM), Rebecca Wentworth (COE).

**Senators Not Present (2)**

Natalie Baker (CJ), Kyle Stutts (COSET)

**Called to Order**

3:30 PM

**Approval of Minutes**

November 18, 2021, minutes were approved.

**Called to Order**

3:30 PM

**Special Guests**

Information Technology Leadership Team:

- Dr. Heather Thielemann, Sr. VP of Strategic Enrollment & Innovation
- Dr. Ann Theodori, VP of Enrollment Success
- James Bradley, Interim VP of IT
- Michael Dewey, AVP IT Operations
- Gary McCormack, Interim AVP IT Solutions
- Marc Barber, Director of IT Systems
- Amanda Burris, Director of IT Administration
- Steven Frey, Director of Information Security Office
- Kevin Hammel, Director of Project Management Office
- Garrett Jeter, Director of Networking
- Charles Mize, Director of Application Support
- Ahmed Syed, Interim Director of Technology Solutions Center
- Brian Tipton, Interim Director of Technical Architecture
- Stephanie Fors, Project Manager for Academic Affairs

The Information Technology Leadership Team attended the Faculty Senate meeting as part of an initiative that aims at fostering a stronger partnership to advance the academic mission of the university through proactive communications. They updated the members of faculty senate about the existence of a new group called SEI led by Dr. Heather Thielemann and composed of two partner groups: Information Technology (IT) led by Jim Bradley and Enrollment Success (ES) led by Dr. Ann Theodori. The aim of this new group is to provide innovative solutions that contribute to attracting and retaining students at SHSU. They also introduced the members of the IT Leadership Team and their respective functions. They provided an update of the IT support to the academic community in the past year; this report included the number and description of projects of previous year, future and proposed projects, number of tickets resolved, and an update on the success of classroom support. They invited the members of faculty senate to continue these kinds of conversations and to contact them with any concerns they may have. Finally, they answered questions from the members of Faculty Sente regarding security statements and compliance with State requirements, software acquisitions procedures, and limitations with the “The10 minute promise” program. FS has been working on a list of concerns that faculty has regarding IT and will forward it to Information Technology Leadership Team.

### **Approval of Minutes**

November 18, 2021, minutes were approved.

### **Senate Committee Reports**

**Academic Affairs Committee.** Senator Hatton (Chair of AA Committee) presented an update of the work of the AA committee and was pleased to report that the members of AA finalized revising all the policies assigned to this committee.

**Committee on Committees & Surveys.** Senator Lantz (member of the CC committee) updated FS that this committee has been working on discrepancies on committee assignments, identifying gaps in committees, and are in the process to nominate faculty to fill those gaps.

**Faculty Affairs Committee.** Senator Adu-Prah (Chair of the FA Committee) presented the review of Faculty Affairs Committee APS 901014 – Graduate Faculty Status. The members of this committee wonder whether section 1.01 b - the criteria for how Associate Graduate Faculty status may be granted for an adjunct, visiting, or clinical professor teaching in a graduate program-applies to the Clinical Faculty of the College of Osteopathic Medicine (COM) who in addition to teaching also see patients. The office of Academic Affairs confirmed that this section applies to Clinical Faculty of COM. The members of the committee are satisfied with this answer. Senator Adu-Prah moved to accept the recommendation of the FA committee and the motion was passed.

**University Affairs Committee.** Senator Wang (Chair of the UA Committee) presented the review of APS 890303 – Employment of Graduate Assistants recommended a change in Section 7 to read: “In accordance with [Academic Policy Statement 871214](#), each written recommendation for the employment of a Graduate Teaching Assistant or Doctoral Teaching Assistant will bear the endorsement of the appropriate academic chair/dean certifying the English language proficiency of the perspective employee for those who do not have English as a native language. The speaking sections of the TOEFL, IELTS or PTE exams will serve as the standard for acceptable

oral English proficiency for graduate teaching assistants.” This change suggests that a standardized test must be used to certify English language proficiency. Senator Wang moved to accept the recommendation of the UA committee and the motion was passed.

Senator Wang (Chair of the UA Committee) also presented the review of APS 860110 – Shortened Format Courses. The members of the committee recommend that the policy is accepted as it is but that the last sentence of section 2.02 is rewritten for clarity in the following way “As appropriate, the academic calendar, academic catalog, and/or course syllabus must explicitly state the detail drop dates, withdrawal dates, and/or tuition refunds.” Senator Wang moved to accept the recommendation of the UA committee and the motion was passed.

**Shared Governance Committee.** Senator Sherrill (Chair of the SG Committee) presented an update of the work done by SG committee. The members of the committee will send the first draft of the proposal and will open it for discussion in January with the rest of FS.

### **Chair’s Report**

#### **December 2, 2021**

1. Senator Soo-yeon Hwang (NGL) will be leaving Sam shortly to take advantage of an opportunity in Maryland. The members of FS thank her for her work on Senate and wish her the best in the next chapter of her career. We are currently working on finding a new representative from NGL.
2. Update on ORP Proposal: The President (and Dr. Hernandez) do not see this as an “equity” issue since those involved are not part of a protected class. The President sees ORP and traditional TRS as inherently different, each with advantages and disadvantages. Other university systems in Texas have indeed implemented additional contributions, but only at a system-wide level. The President indicated she would consider this further after a broader discussion about what faculty want to prioritize spending money on. This topic will be discussed further in the Spring semester.
3. Leave Report inconsistencies – how leave is reported is inconsistently handled across departments. The Provost said he would reach out to HR and clarify procedures with department chairs.
4. Disparities in the definition of a “large classroom” exist across colleges. Faculty have reported this is causing unreasonable workloads in some departments/colleges. The Provost said he will query the colleges for what their practices are and establish some clarity on what is reasonable.
5. Clarity of how the Academic Affairs Council approves policy and curriculum changes. There is no documentation on who is on this committee and how it functions. We have been asking for more information on this important committee.
6. New Summer/Fall 2022 scheduling procedure. A new scheduling procedure has been implemented that uses the schedule from the previous year (including course caps) and requires authorization for any changes from the previous year. Dr. Brian Loft is overseeing this process.
7. Faculty Senate communications to faculty has been an ongoing concern. Starting in January, we will send monthly emails to faculty alerting them of upcoming discussions

on policy reviews and other foreseeable issues and summarizing recent Senate work. The first communication will introduce Senate's function and representatives.

8. SHSU is switching to Conference USA for sports. This move will put Sam more in the national spotlight and is expected to aid in recruitment, connecting with alumni, increasing gifts to the university, etc. The switch will cost money but will be offset by donations for associated infrastructure projects and projected increased associated revenue streams.

### **New Business**

Spring 2022 Faculty Senate Meeting Modality will be open for discussion. A survey will be sent in the Spring for faculty to indicate their preference.

### **Next Meeting**

January 20, 3:30 P.M. (Modality TBD)

### **Adjournment**

5:06 PM