

FACULTY SENATE MINUTES
SAM HOUSTON STATE UNIVERSITY

July 17, 2012

2:00 p.m. – 4:00 p.m.
LSC 304

Members Present:

Tracy Bilsing (CHSS), Len Breen (COE), Erin Cassidy (NGL), Kevin Clifton (CFAMC), Jeff Crane (CHSS), Donna Desforges (CHSS), Mark Frank (COBA), Debbi Hatton (CHSS), Renee James (COS), William Jasper (COS), Gerald Kohers (COBA), Sheryl Murphy-Manley (CFAMC), Debbie Price (COE), Dough Ullrich (COS), Ricky White (COS), Pamela Zelbst (COBA).

Members Not Present:

Donald Bumpass (COBA), Diane Dowdey (CHSS), Randall Garner (CJ), Chad Hargrave (COS), Lawrence Kohn (COE), Paul Loeffler (COS), Joyce McCauley (COE), Dwayne Pavelock (COS), Javier Pinell (CFAMC), Tracy Steele (CHSS).

Called to order: 2:00 by Chair Hatton

Guest Speaker: Provost Jaimie Hebert

The Provost began his presentation with commending the Senate on its dedication to transparency and its willingness to work with the administration to promote the university. During his first year as Provost, Hebert reported to have had excellent communication with the Senate. It is fully expected that this high level of openness and trust will continue in the future.

There were three main areas Provost Hebert addressed – budgets, campus reorganization and interdivisional initiatives.

This spring SHSU began a new **Budgeting** cycle. The Provost acknowledged that while the process needs to mature, it provided transparency in the process and uncovered over 6 million dollars in contingency funds spread across the campus. In the past there has been a culture of fear of under-funding so everyone, including the Provost's office, squirreled away rainy day funds. Vice-President of Finance Al Hooten understood the fear but asked that no more than 2.5 million be placed in a "known" contingency fund to be housed in Academic Affairs.

The "found" money was allocated to 1) ensure departmental O&M budgets remain at 2011-2012 levels; 2) correct mistakes caused by Banner including the deletion of the Music's and Biology's O&M and several teaching lines; 3) increasing summer offerings by 3%, and 4) providing 3% merit raises to tenure/tenure track faculty. (Please note that Deans determine the actual percentage of the merit raise a faculty member receives. The 3% is not an

across the board raise). VP Hooten recommended that 2013-2014 budget include, for the first time, merit raises for all 9 month faculty which would include clinical faculty and instructors but not adjuncts. An additional 1.5 million was divided between the six colleges for new initiatives such as scholarships and new positions.

Mark Adams requested and was provided \$900,000 to purchase instructional technology for the campus.

The Senate was warned that they will hear complaints that HEAF funds have been cut substantially. This is the case as those funds will now be used solely for capital improvements and not operations. VP Hooten will be developing a new process for distributing the funds which will be directed by the Space Utilization (?) committee. It was acknowledged that some departments, such as Chemistry, have been using HEAF funds for buying operational items such as chemicals for lab course. Departments have been told that they will need to think creatively on how to purchase these items in the future.

The 2012-2013 budget was built on a flat enrollment to protect the accounts from unexpected legislative mandates. HOWEVER, as of 33 days out from beginning the fall semester enrollment numbers across the board are through the roof while SFA and TWU numbers are down. The campus is experiencing a growth bubble of 14% overall with 17% coming from freshman, 15% from sophomores, 12% from juniors, 8% from seniors and an amazing 35% in graduate students. The growth in the junior and senior classes is especially impressive because it indicates a high retention level that has been absent in previous years. While not all of these students will not be present on the first day of class - August 29th, realistically, the campus should expect to see 7-8% growth in its enrollment. This will push SHSU over 19,000 for the first time in the campus' history. Recent studies indicate that students decide to attend based on the flexibility in their scheduling, availability of financial aid and exposure to a culture of winning.

The Provost recognized that an enrollment increase of over 5% will mandate the hiring of new personnel including faculty. The deans have been instructed to hire adjuncts to cover the classes until the growth proves to be sustainable.

Topic two that the Provost addressed was the **Extensive Reorganization** on campus since the end of the spring semester. Donna Artho, formerly in Student Services, has joined Enrollment Management as the Executive Director for Institutional Effectiveness specializing in legislative policy. Rita Caso has moved from Institutional Research to the Institutional Effectiveness office as the Assistant Director for Administrative Assessment.

Summer Franklin has been named Assistant Vice-President of Planning and Assessment. This will centralize all SACS and strategic planning, and will increase efficiency while reducing redundancy.

A new Executive Academic Council has been established. Members include Dick Eglsaer, Kandi Tayebi, Summer Franklin, Bill Angrove and Jerry Cook. This group will meet every other week to improve lateral communications across areas. Each person will be responsible for presenting an executive summary of the actions taken in their area. This information will be shared with CAD, the President's Council and the Senate.

Assistant Vice-President Keri Rogers recently departed the campus to become an Associate Chancellor in the Lone Star College system. Her position will be filled after a new charge is developed.

Associate Vice President for Distance Learning Bill Angrove has been asked by the chancellor to serve as the system's consultant on developing on-line courses and programs.

The Provost has evaluated the roles of the Academic Affairs Council (AAC) and the Academic Policy Council (APC). The AAC, which consist of members of CAD, departmental chairs and Senate leadership, will begin meeting regularly. In past academic years, this body only met to approve new curriculum. The new charge will include important issues facing the campus. The APC had traditionally met bi-weekly but Provost Hebert suspended the meetings due to lack of policies needing review. This body will now meet once a semester and will serve as a final review for approving new or revised polices.

These changes will allow the Faculty Senate more control over academic items, such as calendars, which do not need to be filtered through extensive committees. Members of the Senate applauded this move as a show of strong faculty governance on the campus.

Next the Provost addressed **Interdivisional Initiatives** that have been developing for the past year. These items are critical to building SHSU's academic clout among its many constituents. The Provost requested that the faculty critically evaluate the projects and support the goals laid out by the initiatives.

- SEM Plan: This Presidential initiative provides indicators on where, when, and how to grow our campus. It looks at program strength and potential. Early indicators show that SHSU is doing a great job in retention and graduation rates as we are extremely strong in graduating Hispanic and African-American students.

- *Competitive Marketing Optimization Team:* This group has been established to develop synergy among the campus' web presence. The content will remain to be controlled in of the departments but this committee will work to develop consistency among the pages. Their initial findings have disproved expectations of hot/landing spots. This committee is chaired by Alyssa Crossland (IT) and includes Stephanie Bluth (Graduate Studies), Diane McCormick (Marketing) and a member of SHSU-Online. Bill Angrove has hired six new web designers who will be embedded in the college to assist department on building their web presence.
- *Undergraduate Program Marketing:* Initially implemented in 2011-2012, this program has been very successful. During its first year, twelve departments received 20k to expand the marketing of their programs. Twelve new programs have been selected to receive 20k to market their degrees during the 2012-2013 academic year.
- *Space Utilization Committee:* This group has been working to fix the holes in the campus facilities utilization report. Currently lab space is maxed out, however, classroom utilization is only at 50%. The campus has 39 rooms which host fewer than 20 classes per semester. The board expects rooms to be used a minimum of 38 classes per semester. Last week, members of the committee along with the Provost walked through each of the rooms to determine the problem. Two rooms in the Dan Rather Communication building have been traditionally underutilized due to poor ventilation and one in Smith-Hudson was considered a tutoring lab and will be taken off-line. Another issue is that even though the English-Language Institute extensively utilizes classrooms across campus, SHSU does not receive credit for the ELI classes because the participants are not current students. This committee will be very instrumental in future HEAF expenditures.
- *University Research Park:* One of the most exciting initiatives building on campus seems to be caught in a yo-yo pattern. The campus is committed to this project which is a partnership between SHSU, Huntsville and a for-profit group Diagonstina. The Louisiana firm, has purchased a 200 acre plot north of the Huntsville High School on Highway 19. They donated 50% of the property to SHSU to build research and incubator facilities. The CEMIT and LEMIT programs have volunteered to move to the site as well as several business/patent programs as well as the campus hotel. The space vacated by these groups will be renovated to handle new initiatives, programs and faculty offices. Diagonstina will use the remaining property to build a convention hotel and eateries.

The problem stems from Huntsville needing to annex the property so it can provide water and sewage services, a cost of 2 million dollars, to the location. Most of the city council supports the park but several are still rejecting the proposal based on their experiences with former expansion plans along I-45. The city has hired a consulting firm to study the proposal and make a recommendation on the site later this summer.

-Legislative Outreach: SHSU has an influential alumnus (Agricultural Science) who is currently the chief-of-staff for the congressional appropriations committee. He recommended that SHSU provide each legislative staff with a SHSU notebook highlighting the campus' excellence. The first three entries have been completed and highlight SHSU's Piper Professors, its Excellence in Research and its Athletic programs. Donna Artho will be responsible for contacting every legislative office prior to the beginning of the new legislative session.

The new legislative session will also be the beginning of a new legislature internship program established by Mike Yawn who ran a similar program in Arizona. President Gibson's office will fund 6-8 internships during the 2013 spring semester. Mike will begin recruiting in late August.

Questions from the floor – The Provost opened the floor to take questions from the Senators.

-With anticipated enrollment breaking 19,000 in the fall on its way to 30,000, Senator Jasper asked Provost Hebert about support for the growth in Academic Affairs. The Provost assured the Senate that President Gibson and VPs Hooten & Thielmann fully supported Academic Affairs as was evident in the recent budgeting process. If the high rate of growth in enrollment continued, then there would need to be serious reevaluation of the strategic plan to determine the campus' capacity. Most of the growth is occurring on-line currently stands at 9% of all SCH. There would need to be serious discussion about the maximum percentage of on-line instruction the campus wanted to handle. The Provost commended the Senate on slowing down the university's move to on-line instruction to ensure high quality and reject the on-line correspondence model used at other institutions in the Texas State University System.

-Senator Jasper followed up the question by asking about faculty lines. Provost Hebert stated that while the transfer enrollment is larger than incoming freshman classes, at the current time the campus would be hiring adjuncts to handle the new growth. During next year's budgeting cycle, new FTE lines will be discussed.

-Senator Ulrich pointed out that due to high demand; Agricultural Engineering needs more faculty however the low pay of adjuncts and clinical faculty make the positions unattractive. Provost Hebert understands this problem. The average pay for adjunct faculty is only about \$3,500 per class and some make as low as \$2,400. If the enrollment growth is sustained then these positions may convert to higher paying tenure/tenure track positions. However, the Provost pointed out that if this occurs there will need to be broad discussion on the optimum percentage of each faculty type. At this time, deans and chairs can build positions to make them more attractive to specialized faculty.

-Senator Price inquired about the university's support of Skype technology. The CoE is currently using the software with its doctoral students but the connectivity in the Education building is bad. Provost Hebert recommended that she contact Bill Angrove.

Additionally, Senator Price asked about the university's policy on naming buildings and rooms. The Provost assured the Senate that not only is there a policy but also a procedure in place which determines the protocol for naming buildings, rooms, departments etc. One of the most important steps is approval by the board. It is standard practice to name a building in honor of retiring Presidents. DELTA/SHSU Online recently moved into a building which has been named the Arlie Templeton building. It is standard practice NOT to allow anything to be named after a current employee but exceptions have been made.

-Senator Crane asked about the Centers of Excellence. Provost Hebert guaranteed the Senate that the Centers are being fully supported by the university. Jerry Cook and the ORSP office will be responsible for building exterior support for the Centers which now includes a Center for the Study of Invasive Species, Center on Forensic Science, Center on Academic Engagement and the Center for International Journalism.

The Provost closed by praising the Senate and faculty for its dedication to working together to make SHSU a wonderful university. He pledged to never intentionally make a decision that would harm academics and asked the Senate to support the initiatives. He feels that faculty have brought the university a long way in the past ten years and if we keep moving forward, SHSU can be one of the top universities in Texas.

Chair's Report:

Update on Core Curriculum Progress – Senators James, Murphy-Manley and Hatton report to have been having more fun than a bucket of monkeys this summer working on revising the core curriculum. The committee has made the following decisions – (see attached sheet). The sub-committees are currently working on the evaluation rubrics. Once

those are finalized the forms will be sent out to the department and posted on the core curriculum website. PACE will be presenting workshops on direct and indirect assessments in late summer and early fall. Formal submissions will begin in early fall and must be completed by October 22, 2012. Chair Hatton asks everyone to pass the word that if their departments are submitting NEW courses for consideration in the core, to remember that the course must be routed through your college's curriculum committee.

Purchasing Parking "Stickers" – Parking stickers/hang tags are now on sale and must be purchased on-line for 110.00 + 3.95 (credit card charge) = 113.95 for standard hang tag. Faculty who currently "own" a parking spot in the garage, are asked to recommit **BEFORE** August 1st or run the risk of losing their spot as any unpaid spaces will be released to the public on August 15th. IF you want a garage parking spot, DO NOT purchase a hang tag because it cannot be reimbursed. Faculty wishing to forgo the charge of using their credit card, must pay at the Bursar's office or use payroll deduction.

Demolition on Smith Kirkley Hall has begun with promises of getting all the debris cleaned up before the beginning of the fall semester. King hall is scheduled to come down on Wednesday, July 18th between 7 & 11pm.

The **Mothers-in-the-Workplace bill** that the Senate sent forward in May has received the support of the campus' wellness committee. They would like to amend the bill to allow diabetics, who are now protected under the ADA, to use the facility. Members of the Senate supported the amendment to the original bill.

Chair Hatton received a call from faculty in the HKC inquiring about who should be enforcing the **Campus Smoking Ban**. There were several people outside the HKC smoking. Several Senators reported that groups of people regularly stand outside of doorways smoking because they have been told the policy is unenforceable. The Senate will request that no-smoking signs be placed throughout the campus to remind people of the policy.

New Business:

Senator Debra Price invited everyone to a party officially naming the Brown-Irby Educational Research Center in the Education building. The party will be held on Wednesday.

Senator Donna Desforges announced that Info-ED is no longer being used for IRB submissions. The new system is being built and in the interim, faculty should use the IRB form found on the IRB website. If faculty have problems submitting the application, they should contact Sharla Miles.

Adjournment:

Senate was called to a close at 4:00pm.

Next meeting:

Sept. 6th at 3:30 in Austin Hall.