

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

**May 3, 2012**  
3:30 p.m. – 5:00 p.m.  
LSC 304

**Members Present:**

Len Breen (COE), Donald Bumpass (COBA), Erin Cassidy (NGL), Kevin Clifton (CFAMC), Jeff Crane (CHSS), Donna Desforges (CHSS), Diane Dowdey (CHSS), Mark Frank (COBA), Randall Garner (CJ), Debbi Hatton (CHSS), Renee James (COS), William Jasper (COS), Gerald Kohers (COBA), Lawrence Kohn (COE), Paul Loeffler (COS), Sheryl Murphy-Manley (CFAMC), Debbie Price (COE), Tracy Steele (CHSS), Ricky White (COS), Pamela Zelbst (COBA)

**Members Not Present**

rendered great assistance in the long process of reviewing and evaluating competing LMS systems. Chair Loeffler noted that Quality Online Instruction needs to be addressed but his committee did not have time this semester due to the urgency of reviewing and selecting a new LMS system.

Senator Loeffler identified several issues regarding Quality Online Instruction for the Senate to address in the future:

1. Business model
2. Quality
3. Are Faculty forced to teach Online?
4. What are Best Practices for Online Instruction?
5. What is the impact on students? Do Student want online courses?
6. Online Course Fees? Money is generated but what happens to it?
7. Encourage Faculty and Senate interaction with DELTA.0.4 (e) -0..0.4 ( ) w( ) 0.

1. IDEA
2. Communication
3. Graduate Support
4. Parking – Senators thought they should concentrate on the cost of parking decals and the increased fees rather than simply the number of parking spaces in relation to the number of decals sold which has been investigated previously.
5. Investigate if Sam Houston has a culture of intimidation, sexism, racism, ageism which can make it a hostile environment in which to work.

The results of the Faculty Survey, it was noted overall, were not so different from previous years.

\*In regard to the reports by University Affairs on Online Teaching which includes compensation as well as IDEA, the Provost commented that it was a great report and will visit with the Academic Deans in regard to its findings.

\*IDEA - The Provost was not pleased to learn from Chair Hatton that IDEA forms had been recycled which had resulted in packets prepared for distribution to students had been found to have been partially completed. Regarding written comments by students on IDEA forms, the Provost does not have a problem with copying/PDF student comments so as to e-mail IDEA comments.

\*COS Dean – the Provost reported that the Dean Search is in negotiations and should be finalized by the end of Finals.

\*Online Fund Balances – Deans may spend balances down but there is no directive that it will disappear.

\*Core Curriculum Update – The committee is meeting weekly. A survey to faculty has been sent out and Faculty Members are encouraged to fill it out. Chair Hatton noted that there was some concern among Faculty Senators that some of the survey questions were leading and pointed. It was noted that the IRB had not approved the survey. The Provost said that the survey was exempt under Federal Regulations since it is part of the normal process of collecting data on curriculum, etc. The Provost was told that Faculty Senators on the Core Curriculum Review Committee had given feedback on the survey in advance of its distribution, but they did not feel that their concerns and suggestions had been addressed except that a scale had been added to give a range of agree to disagree. It was noted that the purpose of the survey will be to start a conversation and provide a focus for the Town Hall Meetings that will be held

The Faculty Senate unanimously passed a resolution for Chair Debbi Hatton to continue as Senate Representative *ex officio*



## WHAT YOUR ACADEMIC AFFAIRS SUBCOMMITTEE HAS DONE FOR YOU LATELY:

Attempted (and probably succeeded) in clearing up the clinical faculty issues, including recommending changes to the policy defining their rights and privileges.

Addressed the Research Excellence Award issue, recommending a somewhat modified nomination process and timeline. Not sure what the status of this recommendation is after it left us, but apparently it didn't affect the 2012 cycle of nominees.

Looked at the on-line Faculty Handbook, and found it wanting. Specifically a vast number of links are dead, policies are outdated as linked to, and some items are no longer even valid, while others need to be included. This is just the tip of the iceberg there.



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[Section C: Academic Policy Manual](#)

[Appendix I: Organizational Chart](#)

[Appendix II: Campus Map](#)

[Appendix III: Other Helpful Links](#)

We are working on creating a logical way of presenting these various aspects of the Faculty Handbook and will present this at the next meeting.



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## **Annual Report**

**Submitted to the University Faculty Senate**

**By the Faculty Affairs Committee**

On May 3, 2012

Senators on the Faculty Affairs Committee:

Paul Loeffler, Chair

Mark Frank

Donna Deforges

Sheryl Murphy-Manley

Joyce McCauley

Rick White

In the fall of 2011 the committee addressed various issues related to summer school.

- 1) The twelve-hour issue: What is the appropriate maximum number of SCH allowed in one summer term.
- 2) The fee issue: Should the fee structure for long-term semesters be the same as total-summer or summer-terms?
- 3) The class size issue: Should there be a



