

Minutes
Faculty Assembly Meeting
Tuesday, September 13, 2016
Espino Conference Center Rooms A & B, 3:30 pm

I. Call to Order

Joseph Velasco called the meeting to order at 3:36 pm.

Present: *Rosemary Briseno, Kendra Dehart, Christopher Estepp, Theron Francis, Donald Freed, Eric Funasaki, Christopher Herrera, Sharon Hileman, Valerie Howard, Ryan Luna, Ryan O'Shaughnessy, Jeanne Qvarnstrom, Francine Richter, Mark Rubin, Kathy Stein, Joseph Velasco, Tiffany Vincent, Bonnie Warnock, Scott Wassermann, David Watson, Mazie Will, Paul Will, and Filemon Zamora.*

Absent, but counted in the quorum: *April Aultman Becker, Steve Benneck, Jamie Boyd, Heath Dingwell, Avram Dumitrescu, Carol Fairlie, Karrin Ford, Thea Glenn, Ilda Gonzalez, Willian Green, Bibiana Gutierrez, Robert Hunter, Kristofer Jorgenson, Rob Kinucan, Linda McAnally, Jeffery Meyer, Dona Roman, Lorie Rubenser, Mark Saka, Gregory Schwab, Russell Scown, Mary-Elizabeth Thompson, Barbara Tucker, and Liza Ware.*

II. SGA Report (Danielle Lucero)

Faculty were asked to encourage students to attend SGA meetings to facilitate more student input. A "Keep Sul Ross Beautiful" campaign with trash pickup on campus once a month is being started. Voter registration drives will be held and input on making them more successful is welcomed. Flags were put up in the Morgan University Center in memory of September 11. SGA needs a faculty advisor. The fall Sully Showcase is November 5.

III. Guest Speakers

A. Leslie Hopper (Adelante Tejas)

An update was given on the Adelante Tejas project which focuses on enrollment, persistence, and retention of undergraduate science students, in particular, low income and Hispanic students. This is the final year of the project. The Analytical Lab Technician position has been institutionalized while the GIS Lab position has not. There are new transfer and articulation agreements with 2-year institutions in science and mathematics. Improvements have been made to the analytical and spatial labs. Support was given for field and lab science course development and professional development. An undergraduate research experience pilot program was conducted. STEM major graduates and Hispanic enrollment in STEM majors are up, however, low income enrollment in STEM majors is down. Funding status for the project for the future is uncertain.

B. Jeanne Qvarnstrom (SACS)

An Institutional Effectiveness Update handout was distributed. Starting with Fall 2016 course evaluations, results from 5 items will be posted on the Sul Ross website during Spring 2017 to comply with HB2504. The 2016 National Survey of Student Engagement had a low return of 12%, thus, more student response this spring is desired. The Core Curriculum topics for 2016-17 are personal responsibility and social responsibility. The SACS accreditation report, which is being worked on, is due September 10, 2017 with an onsite review occurring in April of 2018. The QEP committee begins meeting this week. Chris Estep and Jeanne Qvarnstrom are finishing up the academic assessment reports.

C. President Bill Kibler (last Thursday's emergencies)

What happened last Thursday was an unusual scenario. Calls about the shooting at Alpine High School were received between 9 and 9:30. An announcement was being formulated when an active shooter threat was placed on Sul Ross. An active shooter warning was issued with the directive to shelter in place. What was unusual was that a second threat, a bomb threat, was then placed on Sul Ross. This led to a lot of confusion as the completely opposite directive to evacuate the campus was then needed. Consequently, the shelter in place directive was kept in place, but modified with instructions to comply with law enforcement. Sul Ross was shut down for about 10 hours as the entire campus was searched for bombs. There were 12 to 15 different federal, state, and local agencies on-campus during this time. Dr. Kibler proposed that at his monthly meetings with faculty that an agenda item be emergency procedures. Ryan O'Shaughnessy asked why law enforcement was not at the Sul Ross Childcare and Family Support Center until later in the day. Dr. Kibler replied that he was not sure when law enforcement arrived there and that law enforcement may not know about all off-campus Sul Ross sites. This is something that needs to be worked on.

IV. Approval of Minutes (4/11/2016)

Mark Rubin moved to approve the minutes from the April 11 meeting as presented and Filemon Zamora seconded. The minutes as presented were approved unanimously.

V. President's Report (Joseph Velasco)

A. Faculty Training for Emergency Situations

Talked with Dr. Kibler about what faculty can do to improve emergency response. One item that will be addressed is being able to lock classroom doors from the inside. Also, training of faculty was discussed, perhaps by creating or using existing videos to help with best practices for emergencies.

B. Course Evaluations – Posting data online (HB2504)

Jeanne Qvarnstrom brought this up in her SACS report. Sul Ross will be the last school in the TSUS system to post course evaluation data

online. This data must be within 3 clicks of the Sul Ross homepage and will be similar to how TSU presents its data.

C. Student Complaints about Faculty Textbook Policies

Over the summer Joseph Velasco and Dr. Case heard about student complaints regarding textbooks. For example, faculty saying a textbook is not required when it was listed as required and faculty not picking textbooks until after a course had started. Dr. Case does not want to create a policy on textbooks. Faculty need to carefully consider what textbooks they are requiring and do so in a timely manner. Mark Rubin pointed out that the bookstore may not be listing the textbooks correctly.

D. Strategic Planning

A lot of work was done on the Strategic Plan over the summer. Subcommittees are being formed and faculty will be asked to serve on some of them. Bonnie Warnock, chair of the Strategic Plan committee, invited faculty to check out the Strategic Plan blog which contains current information about the process and the committee's objectives. She also stated that she wants as many faculty as possible to work on the Strategic Plan via the subcommittees.

E. Experiential Learning Funds available through Provost's Office

Dr. Case informed Joseph Velasco that funds are available to students doing experiential learning projects for a course. Students are eligible for these funds only if a course has been recognized by the Provost's Office as having experiential learning components. Faculty need to e-mail Dr. Case and Lori Conant about courses they are teaching with experiential learning components.

F. Wellness Program

A wellness program, proposed by the Staff Council, has been in development for about a year. The goal is to make Sul Ross a better place to live and work. Chris Herrera, who has been working on this wellness program, added that research and analysis for a wellness program is underway. He also stated that a wellness program helps in the recruitment and retention of faculty. Send Chris Herrera any ideas you have about a wellness program.

G. Reminder about Tenure and Promotion

The deadline for faculty to submit applications for tenure and promotion to their department chair is October 7.

VI. Vice-President's Report (Kathy Stein)

A. 2016-17 Committee and Council Slate

The 2016-17 Committee and Council slate was presented by Kathy Stein. Filemon Zamora volunteered to fill the one remaining opening on the University Scholarship committee. Mark Rubin moved to accept the slate with the addition of Filemon Zamora to the University Scholarship committee and Ryan O'Shaughnessy seconded. The slate with one addition was approved unanimously.

VII. Secretary/Treasurer's Report (Eric Funasaki)

A. 2016-17 Budget

The 2016-17 Faculty Assembly budget is \$3740. This pays for Faculty Assembly expenses such as refreshments at each meeting, Joseph Velasco's trips to the Texas Council of Faculty Senates and TSUS Faculty Senate meetings, and a plaque for the recipient of the Academic Excellence in Coaching Award.

VIII. Parliamentarian's Report (Bonnie Warnock)

A. Counted in the Quorum

Please respond to the e-mail about being counted in the quorum when you are unable to attend a meeting. This ensures that business can be conducted at the meeting, specifically when votes are required.

IX. Old Business

A. Resolution on Executive Raises

Last May a resolution was passed at a special Faculty Assembly meeting because of faculty concerns over the proposed balanced budget leading to a lack of funds for items such as facilities upkeep, maintenance and operation budgets, and hiring. The Faculty Assembly requested that the Executive Cabinet forgo pay raises until these concerns were addressed. Dr. Kibler responded to the resolution over the summer with detailed written responses to each concern. Joseph Velasco will distribute Dr. Kibler's response to faculty and a discussion on it will take place during the next Faculty Assembly meeting. Despite this resolution, the Executive Cabinet voted themselves a pay raise.

B. Lapel Pins

Lapel pins are to encourage faculty to attend Faculty Assembly meetings (where they are passed out) as well as to identify faculty.

C. Donation in memory of Josef Schlosser

Joseph Velasco presented Rebecca Schlosser with a card signed by faculty along with a monetary donation from faculty. The monetary donation will be given to her church to be used for families in poverty.

X. New Business

A. Select Chairs for Committees and Councils

Kathy Stein asked faculty to select a chair for each committee and council. The outgoing chair should call the first meeting during which a new chair should be selected. Let Mark Rubin, Kathy Stein, and Eric Funasaki know who has been selected as chair.

XI. Committee Reports

XII. Council Reports

A. Curriculum Council (Mark Rubin)

Faculty were reminded to submit curriculum changes to Mark Rubin as soon as possible.

XIII. Announcements

- A. Mexican Independence Celebration (Filemon Zamora)
The Spanish Club is hosting a celebration of Mexican Independence on September 15 in the mall outside of the Morgan University Center.
- B. Music Faculty Sampler (Donald Freed)
The music faculty presents a faculty sampler concert at 7:30 pm on September 15.
- C. Haunted House (Bonnie Warnock)
Clubs can adopt a room or hall in the Agriculture Building to decorate as part of a haunted house fundraiser. Proceeds will be divided up between all participating clubs.
- D. Sul Ross Rodeo (Chris Estepp)
The Sul Ross Rodeo is September 22-24.
- E. Big Bend Ultramarathon (Chris Herrera)
The second 163 mile ultramarathon in Big Bend National Park needs volunteers and photographers.
- F. Sul Ross Ultimate Frisbee (Joseph Velasco)
The Sul Ross Ultimate Frisbee team hosts a tournament in Alpine in February. Submit any catchy names for this tournament to Joseph Velasco.

XIV. Adjourn

Mark Rubin moved to adjourn and Donald Freed seconded. The meeting was adjourned at 4:58 pm.