

Agenda

Faculty Assembly Meeting

Tuesday, March 12, 2019 | Wildenthal Library 201, 3:30 PM

I. *Call to Order*

The meeting was called to order at 3:32 PM.

Present: April Aultman Becker, Anirban Bhattacharjee, Angela Brown, Jimmy Case, Avram Dumitrescu, Betsy Evans (Secretary-Treasurer), Carol Fairlie, Theron Francis (Vice President), Eric Funasaki (Parliamentarian), Thea Glenn, Bibiana Gutierrez, Jim Hector, Christopher Herrera (At-Large), David Leaver (At-Large), Ryan Luna (At-Large), Jennifer McCormack, Jennifer Miller, Jeanne Qvarnstrom, Billy Jack Ray, Marjorie Scott, Thomas Shiller, Kathy Stein (President), Alicia Trotman, Jessica Velasco, Joseph Velasco, Filemon Zamora

Not present but counted in the quorum: Melleeta Bell, Steve Bennack, Jamie Boyd, Sandra Chambers, Suyu Dong, Chris Garcia, Alex Hardison, Kristofer Jorgenson, Marina Kimball, Ken Laviers, Cynthia McAlister, Mark Saka, Lori Schreiber, Barbara Tucker, Julie Vega, Lisa Zakharova

II. *SGA Report (Emily Garcia)*

Emily Garcia provided the following report from the Student Government Association:

- The SGA has raised \$3723 in sponsorship funds for the Red Out which will take place on April 27 at the baseball game
- March 30 will be Lobo Give Back. They are still seeking volunteers.
- Sully Showcase will take place on April 6
- The Spring Carnival will take place on April 9
- The SGA is in the process of planning an appreciation breakfast for the Physical Plant Staff
- Earth Day is April 22: SGA will be doing a trash pick-up
- April 26 is TSUS Service Day. SGA is arranging with Dr. Kibler to plant a tree in recognition.

III. *Guest Speakers*

1. *Dr. Jeanne Qvarnstrom*

Dr. Qvarnstrom shared updates from her office, including information about the upcoming application deadline for QEP Navigators, applications for Innovation Grants, and a new Core Curriculum Subcommittee working on new SACSCOC

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requirements. She also announced that the new SACSCOC Faculty Liaison is Dr. Sally Roche (Uvalde), taking the place of Dr. Chris Estepp. Last, the Office of IE plans to send a team to the NSSE Conference to plan for Learning with Peers July 28-31. (Handouts created by Dr. Qvarnstrom are attached as an appendix.)

2. *Dr. Jimmy Case and Dr. Lisa Harris*

Dr. Case provided background into the reason for his and Dr. Harris' visit: discussion of the Chancellor's Goals for 2020. University Presidents are encouraged to help the Chancellor reach his goals. Currently Sul Ross has met 10 out of 40 or 50 total goals; made some progress on 4 goals; and made no progress on 18 goals.

In February, Dr. Case identified to the Chancellor the initiatives he perceives to be our major initiatives for recruitment and retention, those being: (1) international studies, (2) the Department of Education's growing graduate studies area, (3) the return of the BSN program, and (4), Dual Credit Education and online program issues.

At this time, Dr. Case announced that Susan Spring (English) would also take on the role of Dual Credit Coordinator for the University.

Then, Dr. Lisa Harris provided information about what she has been focused on in Enrollment Management. She is working on operational issues and getting a team together who can focus on how to achieve recruitment and retention goals. She is planning on one-on-ones with faculty in the future.

Discussion from the membership following the presentation called for more faculty involvement in recruitment/retention and noted that faculty success and faculty burnout are important factors when considering student success and other enrollment management issues. Due to time constraints, Dr. Stein cut off the conversation and invited Dr. Case and Dr. Harris to a coffee and conversation meeting at a future time, TBD.

IV. *Approval of minutes from Monday, February, 4, 2019 meeting*

Motion: To approve minutes from Monday, February 4, 2019 (Trotman). Seconded (Shiller). Passed.

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V. *President's Report (Dr. Kathy Stein)*

1. *Provost Search status*

Dr. Stein provided an update on the Provost Search noting that there was still time to complete the survey for the third candidate, Dr. Sharon Nell.

2. *Faculty/Student-Athlete Mixers*

a. *February 27, 2019: Football*

b. *March 26, 2019: Volleyball and Cross Country (History, Math, Animal Science, Biology, Kinesiology, and Psychology)*

Dr. Stein announced upcoming faculty/student mixers.

3. *TSUS CFS Report (Dr. Chris Herrera)*

Dr. Herrera provided his report which included the following:

- i. Faculty Leave as a concern across the TSUS system
- ii. Faculty promotion procedures across the TSUS system
- iii. SHSU deciding to define collegiality in their faculty handbook
- iv. "Parachute classes" as a concern of the Texas College Faculty Senates

VI. *Vice President's Report (Dr. Theron Francis)*

1. *Committees and Councils for 2019 – 2020*

Dr. Francis announced that the ballot will be upcoming.

VII. *Secretary/Treasurer's Report (Betsy Evans)*

1. *Website updates*

2. *Working with the HOWL! (messaging)*

Betsy showed membership the new website and encouraged those present to read the HOWL!

VIII. *Parliamentarian's Report (Dr. Eric Funasaki)*

Nothing to report.

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IX. *Old Business*

1. *Low Enrollment Course Guidelines*
2. *LIBIT Council bylaws change*
3. *Fields of Study resolution draft*

Dr. Joey Velasco shared information about the Fields of Study Resolution draft. Due to time constraints, Dr. Stein asked that Dr. Velasco share documents for Betsy to post to the web so that voting might take place at the April 1, 2019 meeting.

X. *New Business*

1. *Cowboy Poetry? (Dr. Theron Francis)*

Dr. Francis alerted the membership that Cowboy Poetry had ended in Alpine due to a lack of ability to continue from committee members. It is a loss for our University.

XI. *Committee Reports*

XII. *Council Reports*

1. LIRT Council met for the first time in two years, elected a chair and agreed to meet on a semester by semester basis.
2. Sustainability Council is hosting a Town Hall Forum on Sustainability in mid-April, date TBD.
3. Budget Oversight Council made salary data available on the Faculty Assembly website.
4. Teaching Council awarded the remainder of their funds for the Spring Semester.

XIII. *Announcements*

1. 2nd Annual Undergraduate and Graduate Research Symposium, Monday, April 22 and the deadline to submit is Friday, March 15.


XIV. *Adjournment*

Motion: To adjourn (_____). Seconded (_____). Passed.

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BE A QEP NAVIGATOR

QUALITY ENHANCEMENT PLAN (QEP)
 (Mar 12)



Compass: Navigating Excellence
 through Effective Communication

What is a Navigator?

QEP Navigators are faculty who offer instruction in communication (writing, oral, or visual) in one of their 3000 or 4000 level courses. Navigators make a commitment to teach the course for five years (as scheduled).

What are the requirements for the QEP Course Syllabus?

QEP Navigators revise their current course syllabus and use the QEP syllabus (posted on the QEP website). The syllabus must include reference to the following:

- QEP Student Learning Outcome
- Instruction using the Cardinal Rubric attached to the syllabus
- Oral, written, or visual assignments during the semester scored with the Cardinal Rubric
- Identification of one assignment that will be team-scored on Assessment Day (with Navigator completing the SLO Assessment Description Form)
- Testing date for the ETS Profile
- Student Survey Window dates

What professional development is required?

- View PowerPoint on PowerPoint
- View training videos on QEP website
- Participate in all QEP professional development events
- Participate in fall semester and spring semester Assessment Day
- Participate in QEP Learning Community
- Complete the QEP Navigator Survey

What supports are provided?

- Faculty Guides are selected to support every five Navigators
- QEP Tool Box
<https://www.sulross.edu/qep>

What compensations does a Navigator receive?

- \$1000 stipend awarded during the first of the five years agreement
- Certificate of Recognition for serving as a QEP Navigator

Apply Now: <https://www.sulross.edu/qep>

For more information, contact:

April Aultman Becker, QEP Coordinator
 Dan Foley, QEP Coordinator
 Tiffany Culver, QEP Guide
 Joey Velasco, QEP Guide
 Jeanne Qvarnstrom, AVP Institutional Effectiveness

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**IE Monthly News for Faculty
March 2019**

[Applications for Fall 2019 QEP Navigators due April 15](#)

[Applications for Innovation Grants due March 31](#)

[New SACSCOC Faculty Liaison is Dr. Sally Roche \(Uvalde\). Starting June 1, 2019](#)

[NSSE Conference Team to plan for Learning with Peers- July 28-31](#)

[Core Curriculum Sub-Committee working on new SACSCOC requirements](#)