

Minutes

Faculty Assembly Meeting

Monday, April 1, 2019 | Espino Conference Center A & B, 3:30 PM

I. Call to Order

The meeting was called to order at 3:30 PM.

Present: Andrew Alegria, Oguzhan Basibuyuk, Angela Brown, Avram Dumitrescu, Christopher Estepp, Betsy Evans, Eric Funasaki, Christopher Herrera, David Leaver, Ryan Luna, Ryan O'Shaughnessy, Jeanne Qvarnstrom, Francine Richter, Joseph Velasco, Jessica Velasco, Liza Ware, Filemon Zamora

Not present but counted in quorum: April Aultman Becker, Melleta Bell, Steve Bennack, Sandra Chambers, Suyu Dong, Karrin Ford, Chris Garcia, Thea Glenn, Ilda Gonzalez, Bibiana Gutierrez, Alex Hardison, Jim Hector, Kristofer Jorgenson, Marina Kimball, Ken Laviers, Cynthia McAlister, Jennifer McCormack, Billy Jack Ray, Mark Saka, Kathy Stein, Barbara Tucker, Julie Vega, Matt Walter

II. SGA Report (Emily Garcia)

Emily provided her last report as SGA President (she is graduating). She reported on the Lobo Pack Give Back saying that 50 people and 10 organizations volunteered their time for the event. She announced upcoming spring dates:

- Sully Showcase, April 6
- Spring Carnival, April 12
- Earth Day Trash Pick-Up, April 22
- Arbor Day/TSUS Service Day, 4/26
- Red Out, 4/27

She closed by reminding faculty to encourage students to get involved with SGA. Forms are online.

III. Guest Speakers

1. Dr. Jeanne Qvarnstrom provided an update from the Office of Institutional Effectiveness. See appendix for attached documents and IE brochure.

IV. Approval of minutes from Tuesday, March 12 meeting

Motion: To approve minutes from the Tuesday, March 12 meeting were approved with the following correction: *Carol Fairlie moved and Jen McCormack seconded to adjourn the March 12 meeting* (Velasco, Jessica). Seconded (Zamora). Passed.

V. *President's Report (Dr. Theron Francis in for Dr. Kathy Stein)*

1. *Stein's Absence from the April 1, 2019 meeting*

Dr. Stein was attending the Faculty Athletic Representative/Athletic Director Spring 2019 meeting of the American Southwest Conference during this meeting so Vice President Dr. Theron Francis provided the President's Report.

2. *Resolution for Field of Study Curriculum*

Francis shared the resolution for Field of Study Curriculum (available online with extra documents) and reminded everyone that we looked at this resolution during the March meeting.

Motion: To accept the resolution (Fairlie). Seconded (Dumitrescu). Passed.

The motion will now go back to Dr. Joey Velasco and on to Dr. Hayek, the TSUS Vice Chancellor for Academic Affairs.

3. *Coffee with the Provost and VP of Enrollment management*

Francis announced the second coffee meeting with the Provost and VP of Enrollment Management. It was suggested that the current and future Provost each be invited.

4. *Sully Reads*

Francis announced the SRSU Common Reading Program coming from the President's Office as an initiative for First Year Experience. The original selection committee was the Faculty Assembly Executive Committee with the selection of *No Country for Old Men* by Cormac McCarthy. Additional title suggestions were captured from the membership and more can be emailed directly to President Stein.

5. *Coach of the Year*

The FA EC nominated John Pearce for the award. SGA nominated Antuan Washington. The SAAC nominated Katie Novak. CJ Aragon was nominated and voted as the winner.

6. *Teacher of the Year*

Parliamentarian Eric Funasaki provided a ballot and the vote took place.

7. *A&S Member-at-Large Ballot*

Voting took place for the A&S Member-at-Large and Dr. David Leaver held his seat on the FA EC.

8. *Faculty Handbook*

Francis reported that the Faculty Handbook is technically under the purview of the Provost. However, the Faculty Assembly has the responsibility of reviewing the handbook and making recommendations to the Provost for updates and changes. With that, the members of FA EC will be looking at the handbook over summer. If faculty members see anything in the handbook that they would like FA to address with the Provost, please contact President Stein.

Dr. Leaver said that there had previously been a working group making recommendations for revision and that he would follow up with that work.

9. *Faculty/Student-Mixer*

Francis announced the results of the Faculty-Student mixers that took place in the Spring:

- In February, the football mixer hosted 44 team members, 4 coaches, and 7 FA members
- In March, the volleyball and cross country mixer hosted 17 team members, 1 coach, 4 FA members
- April's mixer for men and women's basketball is scheduled for May 2 at 7 PM in the fishbowl.

10. *Awards Page on the Faculty Assembly Website*

Francis shared that Betsy Evans would add a link on the FA website for Awards. There we will list winners of the Teaching Award and the winners of the Academic Excellence in Coaching Award.

11. *Members-at-Large Motion*

This motion was tabled.

- VI. *Vice President's Report (Dr. Theron Francis)*
1. *2019-2020 Slate*
 2. *FA EC Member-at-Large for Arts and Sciences*

- VII. *Secretary/Treasurer's Report (Betsy Evans)*
1. *See FA Website for more updates*

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

Nothing to report.

- IX. *Old Business*

- X. *New Business*
1. *Textbook discussion*

Jessica Velasco opened a discussion about how textbook prices are talked about by faculty and how that affects students' interest in buying and using the books. Jessica said she would talk to Patrick Clingman about this.

- XI. *Committee Reports*

- XII. *Council Reports*

Honors Council awarded 5 scholarships this year.

- XIII. *Announcements*

- Carlos Flores lecture upcoming in the Library
- HAIR! Production upcoming
- Career Fair upcoming
- Weekend/Survival workshop upcoming

- XIV. *Adjournment*

Motion: To adjourn (Leaver). Seconded (Velasco, Joey). Passed.



Measuring Our Success

UPDATE FROM JEANNE QVARNSTRÖM
Assistant Vice President for Institutional Effectiveness

IE Monthly News for Faculty April 2019

NSSE SUMMER CONFERENCE TEAM

Betsy Evans, Bibi Gutierrez, Kathy Stein, Alejandra Villalobos-Melendez, Savannah Williamson

INNOVATION GRANTS

Funds to be awarded by May 15

ADDITIONS TO FACULTY HANDBOOK 4.01

Description of the Academic Program Coordinator's role and new SACSCOC requirements for core curriculum

QUALITY ENHANCEMENT PLAN

Navigator volunteers by April 15 and Assessment Day on May 9

DATES FOR ACADEMIC ASSESSMENT REPORTS

Due May 31 and Peer Review is August 1

**All Faculty Are Invited to Reception on May 3 from 3:00 – 4:30 in BAB 202
To Recognize Our Faculty Liaisons, Dr. Chris Esteppe and Dr. Sally Roche**

Director of Institutional Effectiveness

Libby Newman

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- Coordinates and develops Administrative Assessment Reporting for all SRSU campuses
- Provides technology support for all Improve users
- Maintains IE website
- Administers ETS Proficiency Profile Exams and implements assessments
- Implements Innovation Grants
- Promotes the alignment of academic and administration reports with the Strategic Plan
- Assists with implementation of NSSSE
- Supports SACSCOC Accreditation

Administrative Associate

Elisha Jimenez

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- Supports HB2504 Compliance
- Supports Qualtrics surveys
- Publishes IE Newsletter and blogs
- Maintains office budget
- Prepares reports and publications

Institutional Effectiveness

Statement of Purpose

The mission of the Office of Institutional Effectiveness is to promote continuous improvement at Sul Ross State University by coordinating university assessments, providing guidance to faculty and staff as they evaluate the effectiveness of their programs, and developing processes to address the accreditation criteria of the Southern Association of College and Schools Commission on Colleges (SACSCOC). Institutional Effectiveness is committed to providing professional development and transforming data into information to support faculty and staff to enhance the student-learning environment and foster student success.

Faculty and staff, who provide leadership on a part-time basis for the Quality Enhancement Plan, Strategic Plan, and Academic Assessment Reports, assist the IE Office. The Academic and Administrative Advisory Committee, composed of faculty and staff from all colleges, serves as an open forum for discussions on policies and practices. Institutional Effectiveness adheres to the principles of integrity and accuracy in all reporting and interactions with faculty, staff, and students.

The IE staff are eager to partner and collaborate with all departments and divisions of the university at all campuses to further the SRSU mission of promoting high quality teaching, research, cultural awareness, creativity, and service. The IE staff join with the entire SRSU community to build a university culture for improvement and informed decision making to make our institution a national and international leader in the areas of Education, Research, Social Mobility, Service, Affordability, and Shared Governance.

Jeanne Qvarnstrom
Assistant Vice President for Institutional Effectiveness

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Director of Institutional Research

Alejandra Villalobos Melendez

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- Responsible for SRSU's reporting to official and external agencies
- Transforms data into information to support SRSU stakeholders
- Disseminates institutional facts
- Maintains IR website
- Serves as QEP Data Coordinator
- Provides survey design and implementation services. Serves as SRSU's Qualtrics Brand Administrator
- Supports implementation of NSSSE
- Supports Undergraduate and Graduate Program Reviews
- Supports Core Curriculum Assessment
- Supports SACSCOC Accreditation

Research Associate

- Collects, compiles, manipulates, analyzes, and presents data
- Assists with publication of reports
- Supports departmental data requests

QEP Coordinators

April Aultman Becker, Alpine
Dan Foley, Del Rio

- Implements the QEP
- Prepares required reports for the QEP
- Promotes broad-based involvement in the QEP
- Collaborates with Faculty Guides and navigators

Strategic Plan Coordinators

Eric Funasaki, Alpine
Gina Stocks, Uvalde

- Coordinates data collection from strategic plan stakeholders
- Designs the annual Strategic Plan Score Card
- Assists with the IE initiatives

IE Faculty Liaison

Sally Roche, Uvalde

- Reviews Academic Assessment Reports and collaborates with Program Coordinators
- Assists with professional development for faculty
- Assists with the IE initiatives

IE Services

Assessment of Academic & Administration Programs

Core Curriculum Assessment

ETS Proficiency Profile

HB2504 Compliance

Innovation Grants

National Survey of Student Engagement

Official Reporting & Departmental Requests

Quality Enhancement Plan

SACSCOC Accreditation

Strategic Plan

Survey Design & Implementation

THECB Marketable Skills

Undergraduate and Graduate Program Reviews

Office of Institutional Effectiveness

Requirement Education Student Improve
Quality Collect Plan
Resource Program SACSCOC Goal University
Accreditation
Strategic Assessment Achieve
Datum Objective SRSU
Report Compliance