

**MSU Faculty Senate
April 2022 Minutes (Draft for Approval)**

The 2021-2022 MSU Faculty Senate met at 3:00 PM on **April 7, 2022** via **Zoom**.

Senators present:

Charles Bultena	Erica Judie	Kim Onstott
Sarah Cobb	Tammy Kurszewski	Jonathan Price
Mary Draper	Marcos Lopez	John Schulze
Catherine Gaharan	Christina McIntyre	Beverly Stiles
Leah Gose	Kelly Medellin	Christopher Vivio
Timothy Hinchman	Karen Moriarty	Tiffany Ziegler
Tina Johnson	Michael Olson	

Staff Senate Representative: Sierra Trenhaile

Guests: Patrick Coggins (Chief of Police), Khethulwazi Kunene (SGA), Paul Chappell (Chief Information Officer)

Call to order: 3:01 PM

Housekeeping:

Approval of Agenda

Approval of Minutes - Dr. Ziegler made a motion to approve. Dr. Lopez seconded. Passed unanimously.

Current Business/Information Sharing:

1. **Update on COVID** – *Dr. Moriarty*
Dr. Moriarty noted that experts believe that the pandemic is basically over in the United States. She hoped this would be the last COVID-19 update at Faculty Senate.
2. **Administrative Changes** – *Dr. Moriarty*
The new President of MSU Texas, Dr. JuliAnn Mazachek, will begin her appointment in May. Dr. Martin Camacho (Interim Provost) will be leaving MSU for a position at Texas Tech. Dr. James Johnston (Interim President) will be returning to the role of Provost.
3. **Upcoming Faculty Senate Elections** – *Dr. Moriarty*
The Faculty Senate will hold its elections on May 5. This will be a closed meeting. Newly-elected Senators will attend this meeting. Current Senators should also attend, because their terms continue through the summer.
4. **MSU OP 14.08 Payment Card Processing** – *Dr. Moriarty*
Dr. Moriarty shared a new policy concerning payment card processing. An audit revealed that there was no policy about the process for payment cards and/or the selection of

vendors. This new policy aligns with a similar policy at TTU to comply with Regents' rules. Any employees who complete payment card processing as well as the supervisors of those employees will have to undergo training. Dr. Moriarty reported that Jim Hall (Chief Information Security Officer) said that training does not take long.

New Business:

1. **MSU OP 44.02: Electronic and Information Resources Accessibility** – *Paul Chappell*
Paul Chappell (Chief Information Officer) explained that this is a policy written by lawyers for lawyers. He and others worked closely with the TTU system to adopt identical language to their existing policy. This policy discusses ADA compliance, as MSU must ensure that all of its websites are ADA compliant.
2. **MSU OP 44.10: Information Technology Operation** – *Paul Chappell*
Paul Chappell (Chief Information Officer) explained that this is an update to an existing policy with outdated references. The old policy mentions specific technologies that are no longer relevant. To revise that policy, he and others worked closely with the TTU system to ensure that MSU's updated policy aligns with the larger system.

Dr. Moriarty asked about use of GoogleDocs and Dropbox. She also asked Mr. Chappell to clarify the definition of sensitive information. In response, Mr. Chappell shared the following website that provides more information about different types of data:
<https://msutexas.edu/information-security/data-classification.php>

Dr. Moriarty asked for clarification about what a faculty member or student might post that would violate this policy. Mr. Chappell explained that anyone breaking the law would violate this policy. In those instances, MSU would cooperate with law enforcement.

Dr. Moriarty asked if this policy applies to D2L. Mr. Chappell said yes because D2L is considered a university platform.

There were also questions about cloud storage. Mr. Chappell then shared the following link, which lists sites that have been vetted by MSU and/or MSU has contracts with those companies: <https://msutexas.edu/information-security/governance-of-cloud-usage.php>. Mr. Chappell noted that websites with data centers in the United States are considered safer than those with data centers in China.

3. **MSU OP 62.01: Police Department Administration and Regulatory Ordinances** – *Patrick Coggins*
Patrick Coggins (Chief of Police) shared the proposed policy, which is an update to 4.152. The original policy was adopted in 1989 and revised several times since, most recently in 2015. There were several sections that needed revisions due to changes in campus procedures. First, the model for payment has changed and this updated policy reflects those changes. Students now pay a security fee which covers on campus parking. This means they no longer directly pay for parking permits. Other revisions reflect MSU's alignment with the TTU system and reference its Board of Regents.

The most edited section of the policy, Section III, covers lost and found. It has been revised to model the policies at TTU and West Texas A&M. Found cash will be deposited with the Business Office and held in account there. It will then be disposed of according to Chapter 74 of the *Texas Property Code*. Non-cash and non-electronic media property will be held for 60 days until turned over to state for sale. Profits from those sales will go to UPD, in exchange for overseeing lost and found. Finally, electronic media will be returned if UPD can identify the owner. If not, it will be destroyed to protect information.

Section IV, which regulates traffic and vehicle-related matters, also had several changes. The updated policy includes Section 51.2020 from *Texas Education Code*. It discusses how the university has the authority to regulate traffic and parking on campus. The updated policy removes language about the purchase of student parking permits. Additionally, it notes that Facility Services will be allowed to issue temporary permits to construction workers and vendors. The new policy also removed specific references to lots so that UPD will not need to update the policy every time lots are re-numbered. Instead, the updated policy references lot colors. Next, the updated policy lays out four classes of violations and their corresponding fines. The fines range from \$20 to \$100. These fines are more in line with those of other institutions. Finally, the updated policy reflects that there is now one traffic appeals committee.

Dr. Cobb asked Chief Coggins to clarify the definition of electronic media. Chief Coggins explained that it does not include phones.

Unfinished Business:

1. End-of-Course Evaluations – Dr. Moriarty

Dr. Moriarty announced a plan to survey both faculty and students about End of Course Evaluations. The faculty survey will ask what kind of feedback and questions would be most helpful for those teaching courses. The student survey will be distributed after students have had a chance to complete their current evaluations. It will assess their preferences for paper or online evaluations, as well as their thoughts regarding the anonymity of the evaluations. Dr. Moriarty expects that this will be an ongoing project next academic year.

Committee and Other Reports:

1. Administrative Council – Dr. Moriarty

No new business to report. The Administrative Council discussed several policies, but those policies had been previously seen and discussed by the Faculty Senate.

2. Academic Council – Dr. Lopez

Dr. Lopez noted that the Academic Council discussed several catalog changes as well as new minors in the Department of Mass Communications.

3. Budget Oversight Committee – Dr. Ziegler

Dr. Ziegler reported that the committee met on March 23. They heard two presentations about changes students would like to see on campus, including a student minimum wage as well as the installation of security cameras. The committee also looked at budget priorities and HEAF requests. Over the next few

months, the committee will complete a line by line examination of budget items.

4. **Enrollment Task Force** – *Dr. Moriarty*
Dr. Moriarty reported that the Undergraduate Recruitment and Retention Subcommittee put forth several recommendations to Enrollment Task Force this year. Some recommendations have already been implemented, including the reduction of transfer hours.
5. **Leadership Advisory Council** – *Dr. Moriarty*
No report. No meeting since last Faculty Senate meeting.
6. **Treasurer’s Report** – *Dr. Ziegler*
No report.
7. **Other Committee Reports:** None.

Meeting adjourned at **3:49pm**. Dr. Draper made a motion to adjourn and Dr. Hinchman seconded.

The motion to adjourn passed unanimously.

Submitted,
Mary Draper
Faculty Senate Secretary

Karen Moriarty
Faculty Senate Chair

Next Meetings:

The next **Executive Committee meeting** will be at 3:00 PM on **Thursday, April 28** via **Zoom**.

The next **Faculty Senate meeting** will be at 3:00 PM on **Thursday, May 5** via **Zoom**.