

**University Faculty Senate Minutes
Sam Houston State University
October 16, 2003**

Members present: David Bailey, Terry Bilhartz, James Carter, Mary Lynn DeShazo, Stacey Edmonson (and son Andrew), Mark Frank, Marsha Harman, Penny Hasekoester, Deborah Hatton, S. Thomas Kordinak, Paul Loeffler, Holly Miller, Valerie Muehsam, Debra Price, Kandi Tayebi, Christopher White

Member absent: Christopher Baldwin (professional conflict), Steven Cuvelier (professional conflict), Mary Gutermuth, David Henderson (professional conflict), Lady Jane Hickey (professional conflict), Joe Kirk, Gerald Kohers (professional conflict), Tamara Waggener (professional conflict), Patricia Williams (professional conflict).

Approval of Minutes

Emendations for the minutes of October 2nd were approved.

Chair's Report

APC Meeting:

No APC Meeting this week.

Faculty Research Fund (FRF)

- Since the current procedure was passed by the APC, the Faculty Senate will have to seek approval from the APC to amend the manner in which the recommendations and selections are made to the Research Council.
- A member of the Research Council has contacted Chair Tayebi to report that the council does not want the term, *research*, to be in the title of this grant because it will be confusing to faculty who must distinguish between the FRF and the Enhancement Grant for Research (EGR). The council wants the term, *summer*, to be in the title since the majority of faculty who receive FRFs use it for salary during the summer terms. [The Faculty Senate rejects this proposal on the following grounds:
 - The SHSU faculty is certainly intelligent enough to distinguish between the grants.
 - The FRF Guidelines clearly state in Section II.C.: *The funds awarded may be used for any purpose related to the research proposed (including, but not confined to: travel; purchase of equipment, books or materials; paying for printing costs; substitution for salary; pay for research assistants, etc.)* Furthermore Section II.D. states: *The money awarded must be used solely for research purposes.*

The Faculty Senate prefers to have the name remain Faculty Research Fund.]

Unlimited Submissions for the FRF

The concern regarding unlimited submissions of FRF rather than a limit of three consecutive grant awards has been broached with Dean Chapman who agreed to support this issue as long as a product has been completed from the previous grant before the next application. Senators from colleges other than the College of Arts & Sciences may wish to contact their deans and urge support of this issue before it becomes an agenda item at APC.

Calendar Committee

At the last Calendar Committee Chair Tayebi requested that the academic calendar be moved from one based on instructional days to one based on instructional weeks. The vast majority of the four-year universities in Texas are on a weeks-calendar. SHSU is one of two Texas universities which remain on the days-calendar. A change to a weeks-based calendar would align SHSU with other universities in their start and finish dates. Chair Tayebi sensed bafflement among members of the Calendar Committee when this issue was raised, but they agreed to consider it. Several Senators recalled that this issue had been raised previously and administrators in the College of Business Administration had been opposed to it. Senators may wish to poll their constituents on this matter.

New Business

Funding for ORP for Faculty Hired after 1995

Although Senators had reviewed the documents previously provided, data regarding number of faculty affected, cost to the university, as well as the effects on minorities such as women and underrepresented races and ethnicities was unavailable. Additionally, the amount of the funds at issue was not available. One informal source of data indicated that the disparity between those faculty receiving the 8.5% funds and those receiving the 6.0% fund could mean as much as \$200,000 toward retirement over the years. Another informal source of information indicated that TAMU had already begun using the 8.5% funding across the entire faculty. The issue was tabled until the appropriate data could be retrieved.

Assign Senators to Report to Each College

Volunteers were sought to brief the faculty in each college on the results of the Faculty Senate meetings as soon after the meeting as possible. The minutes are not approved until the next Senate meeting, so that broadcast of information is inhibited if faculty members must wait for approved minutes. The following Senators agreed to facilitate the briefings in their respective colleges:

- Deborah Hatton – College of Arts and Sciences
- Valerie Muehsam – College of Business Administration
- Holly Miller – College of Criminal Justice
- Debra Price – College of Education and Applied Science

[Additionally, the Senate voted unanimously to e-mail the approved minutes to each faculty member via Nancy Sears in Computer Services as well as post them on the Senate website.]

Faculty Morale

The issue of faculty morale has been raised by some faculty members who wish the concern corrected. [The Faculty Senate unanimously voted to create an ad hoc committee to research the issue of faculty morale at SHSU and report the results. The committee will consist of:

- Tom Kordinak, Chair
- Stacey Edmonson
- Valerie Muehsam
- Chris White
- Steve Cuvelier

There was further discussion regarding ways in which Senators could be proactive on concerns of the faculty and wondered if there should be a more thorough survey of faculty concerns. Senators maintained that they seek faculty input whenever possible. However, faculty members will be encouraged to contact their senators or e-mail the chair of the Senate directly. Additionally, the Senate website needs to be updated, particularly the current roster of Senators.]

Old Business

Chair for the Research Support Sub-Committee

Penny Hasekoester, already a member of the Strategic Planning Committee for Research Support, volunteered to chair the committee, which also consists of Stacey Edmonson, Christopher Baldwin, Mark Frank, and Steven Cuvelier.

Committee Reports

Academic Affairs

Chair Loeffler reported that the committee had met with Frank Fair to discuss the issue of post-tenure review in response to Texas Senate Bill 149 (SB 149). They will have a report for the Senate by the end of the fall semester, 2003.

Faculty Affairs

Chair Hatton reported that the committee is reviewing the

- Grievance Policy – in SHSU policy, by the time the fourth level has been reached, attorneys are also involved. There are a variety of ways in which other universities manage grievances from TAMU (where the only step is that each side presents a case to the university president, and the president makes a final decision) and TSU (formerly SWT) (where the steps are department chairs, deans, and then an outside mediator is requested to settle the dispute). The committee still has work to do including meeting with the Systems' Attorney, Fernando Gomez, but a report will be available by the October 30th meeting.
- Developmental Leave – According to Chair Jo Ann Duffy, the Developmental Leave process works fairly well except that this past year, people were not notified by Vice President Payne's office when they were not selected and, consequently, were given no feedback. Faculty have expressed a desire for clear-cut criteria, but Chair Duffy indicated that the guidelines were vague to allow for

creative proposals. The committee will have a report by the end of the fall semester, 2003

University Affairs

Member Jim Carter reported that the committee had determined that a number of committees have been assigned to examine the Faculty Evaluation System (FES) on campus. When members of these committees were contacted, some were surprised that there was such a committee and had not been heretofore informed of their membership on the committee. Another issue of the FES was how reassigned time was weighted on the FES. [The possibility of adoption of a commercial instrument where student evaluation of faculty is accomplished at SHSU needs to be added to this committee since Vice President Payne has expressed interest in moving to this format.]

Committee on Committees

Chair Deshazo reported the committee's request for the Senate to approve the 2004 Committee Preference Form. It was noted that *Faculty Women's Advisory Committee* needed to be added under the Faculty Affairs category. The Faculty Senate voted unanimously to allow the committee to distribute the form either electronically or by paper.

The committee is also continuing to discuss the Research Council and the distribution of the Faculty Senate Survey comments.

Respectfully submitted,

Marsha Harman, Chair-Elect