

**FACULTY SENATE MINUTES  
OCTOBER 28, 2004**

**Senators Present:** David Bailey; Jim Carter; Steven Cuvelier; Peggy DeMers; Stacy Edmonson; Mark Frank; Mary Gutermuth; Marsha Harman; Deborah Hatton; Joan Hudson; Gerald Kohers; Tom Kordinak; Paul Loeffler; Bill Lutterschmidt; Holly Miller; Philip Morris; Valerie Muehsam; Gary Smith; Patricia Williams.

**Senators Absent:** Christopher Baldwin (illness); Jim DeShaw (professional conflict); David Henderson (professional conflict); Lady Jane Hickey (professional conflict); Joe Kirk (professional conflict); Debra Price (professional conflict); Christopher White (professional conflict).

**Chair Harman** called the meeting to order at 3:30 p.m. and introduced the **Dean of Graduate Studies and Associate Vice President for Academic Affairs Dr. Mitchell Muehsam** for a presentation and open discussion with the Senate.

**Vice President Muehsam** noted that a number of new policies were being developed at SHSU and that there is also an ongoing review, re-evaluation, and possible revision of a number of existing policies both for their own sake and to bring all of the policies into appropriate conformity with each other.

Vice President Muehsam noted that policies should be viewed as living documents that are open to continual review and modification as circumstances may require.

Vice President Muehsam reported that he and Dean Brown are currently working to reconcile a number of significant policies that are impacted by the shift to a two track faculty structure. In particular, they are addressing the necessary interplay that will occur between the two track system, the merit system, teaching and research evaluations, and Post Tenure Review.

Vice President Muehsam and Dean Brown are also working with Dr. Payne to bring about an appropriate degree of uniformity between the new draft policies on Tenure and Promotion recently produced by the various colleges.

Vice President Muehsam invited further and continuing input from the faculty as well as other members of the University community.

Vice President Muehsam also presented a draft policy for evaluating the Research and Teaching Intensive Tracks. He noted that while some flexibility on evaluations of faculty is probably unavoidable and even useful, for the most part the policies being drafted are an attempt to remove ambiguities and inconsistencies over time from the evaluation system; i.e. to make it as objective and transparent as possible. The draft evaluation policy continues the expectation that faculty members in both tracks will engage in the same four categories of activities in which they have been engaged in the past: teaching, research, service, support for their department, college and the university (collegiality). The draft policy does, however, assign different priorities to the four categories in the two different tracks and consequently the relative weights to be given to each category also varies between tracks. Currently, the Research Intensive Track under the draft policy will

obviously prioritize “Quality Research” and in descending order assigns weights to “Effective Teaching,” “Acceptable Service,” and “Active Collegiality.” Under the Teaching Intensive Track, “Quality Teaching” is prioritized and in descending order assigns weights to “Effective Service,” “Acceptable Research,” and “Active Collegiality.”

Vice President Muehsam and members of the Faculty Senate engaged in an energetic and constructive discussion of the range of weights to be possible assigned to the various evaluations categories.

Vice President Muehsam also noted that within the structures of the University policy currently being developed there should be flexibility among departments and colleges to define the various specific measures to be used within each of the four evaluative categories. In particular, the evaluation of teaching is a difficult problem and generally speaking the policies developed for teaching evaluations should be as little intrusive on the classroom and consequently on Academic Freedom as is possible. Vice President Muehsam also noted that the same principle should be respected for research evaluation, although evaluation of research can probably be accomplished more objectively. Evaluations of Faculty by Chairs and others will, of course, be open for appeal and the burden of proof and requirements for documentation, particularly of low scores, will be on those performing the evaluations.

Collegiality was another relatively thorny issue and although it counts for less than the other activities it holds the possibility of greater subjectivity and consequently creating greater divisions between faculty and administrators; a further division and separation that no one wishes to see.

Vice President Muehsam also noted that the computer generated “maximization system” for FES scores currently being used will also be applied to the new evaluations systems so that faculty will actually be rewarded for the work that they do.

Finally, Vice President Muehsam reported again that both the IDEA student evaluation system and the previously used student evaluation system will be in place this time. That doing both will allow for some consistency over the current evaluative period already in effect for faculty and will also allow for a more knowledgeable and smooth transition between the two systems. This semester, only the previously existing evaluation system will be actually used for faculty evaluations, not the IDEA system, even though the IDEA system will be administered. Since the previously used student evaluation of faculty actually counts, it will be administered first to avoid any contamination of results from having both systems presented to the students. Hopefully, if there is any confusion among the students or there is any less careful concern and consideration by students because of having to evaluate faculty twice the possible confusion and lack of concern will be less likely to effect the evaluation system presented to the students first, which is in fact the one that actually counts.

Chair Harman thanked Vice President Muehsam for his openness to listening to and responding to the SHSU Faculty.

Chair Harman then introduced Jason Plotkin to acquaint the Senate with a proposed program for providing free newspapers like the Houston Chronicle and the Huntsville Item to students. The costs of the program is estimated to be about \$70,000.

Because of the lateness of the day, Chair Harman postponed her Chair's Report and decided to send it out in written form for Senators. Chair Harman's report is available as an attachment to the Faculty Senate minutes.

**Committee Reports:**

**Committee on Committees:** no report.

**Academic Affairs:** Committee Chair Paul Loeffler reminded the Faculty Senate that Systems Lawyer Fernando Gomez will be visiting the SHSU campus on Nov. 11, 2004 to discuss revisions of the Faculty Grievance Policy, Post Tenure Review, and other issues. Dr. Gomez will be a guest at the meeting of the Faculty Senate among other activities.

**Faculty Affairs:** no report

**University Affairs:** Chair Mark Frank made the following report to the Faculty Senate concerning Faculty Workload and Overload Assignments.

- a. in the case of long-term illness, faculty members can be required to exceed normal teaching loads, but must be compensated (see Academic Policy Statement 790601, section 2.03).
- b. compensation should usually take the form of equivalent release time. In cases where this is not possible, the University must pay financial compensation to the faculty member (see Academic Policy Statement 810701, section 1.02).
- c. it is the University' policy to strongly discourage the use of faculty overloads: the use of overload assignments is regarded as an exception (see Academic Policy Statement 810701, sections 1.01 and 3.01).
- d. faculty members are to be consulted prior to the assignment of an overload, and their preferences need to be considered (see Academic Policy Statement 810701, section 3.02).
- e. all overload assignments require written justification and the approval of the Dean of the College (see Academic Policy Statement 810701, section 3.02).

Recommendation: in the case of long term illness, some colleges have hired adjunct faculty to cover these classes. In instances where faculty do not wish to teach overloads, this is the preferred action.

Members of the Faculty Senate expressed some concern over inequities in overload compensation, i.e. that some faculty receive more in monetary compensation for an overload than do others. Chair Harman assigned a committee to look into the question.

Because of the lateness of the hour, Chair Harman deferred a verbal Chair's report to the Senate and sent the Chair's report out as a written statement. Chair Harman's written report to the Faculty Senate for the week of October 28, 2004 follows:

## **Chair's Report**

### **Academic Policy Council**

- From the Deans' meetings
  - Teaching assistants were being coded as administrative rather than instructional which skewed the data. That error is being corrected.
  - History submitted a document comparing Semester Credit Hour production of various disciplines. Dr. Payne was very impressed with their presentation.
  - Policy on *Ethical Conduct in Academic and Scholarship Research* (APS 920808) is being continued as written to satisfy the federal government's Office of Research Integrity which is tied to grant funding.
- From APC meeting
  - Orientation Dates for Summer 2005
    - New Student
      - Th/F June 9, 10
      - T/W June 21, 22
      - T/W June 28, 29
      - Th/F July 14, 15
      - Th/F July 21, 22
      - M/T August 1, 2
    - Transfer Student
      - F June 17
      - F July 8
  - On some occasions, it is appropriate to appointment Clinical Faculty Members – These individuals must provide a specified service to the university – May be titled clinical assistant professor., clinical associate professor, or clinical professor.
  - Reviewed Academic Grievance Procedures for Students. APC agreed to have an equal number of faculty and students to hear a grievance.
  - Dean Chapman and Marsha Harman revised the policy regarding advisory councils to be more succinct and usable.
  - Policies being reviewed for next APC meeting:
    - APS 800401 – Class Attendance
    - APS 811006 – Disabled Student Policy
    - APS 850320 – Graduation with Special Scholastic Recognition for Transfer Students

## Texas Council of Faculty Senates

- Texas State University System (TSUS) meeting with Chancellor Urbanosky
  - Angelo State – president deferred his raise until faculty received one
  - Appropriation for higher education possibly being cut back 5%
  - SHSU biggest jump in enrollment
  - There is a bill being introduced to roll back deregulation. Chancellor believes it has little chance of passing.
    - Legislature will take up higher education AFTER funding for
      - Public schools
      - Children Health Insurance Program (CHIP)
      - Mental Health Mental Retardation Authority (MHMR)
  - Two-Track system failures – has failed because universities not able to quantify teaching – can count publications but don't know how to count teaching.
- Texas Council of Faculty Senates (TCFS)
  - TAMU – Kingsville – Senate had no-confidence vote for president and provost. President replied that senate did not represent the faculty. Senate took a poll of faculty – no-confidence in president and one dean but confidence in provost and other deans. President repeated that senate did not represent faculty. Senate has been told that TAMU system vice-chancellor would come and dissolve the faculty senate.
  - Associate of Arts in Teaching – community colleges will now be able to offer this two-year certificate which will impact university teacher education programs. One community college is offering a two-year certificate in industrial technology. Some fear that these are more steps toward community colleges certifying teachers.
  - Accountability – measures are usually quantitative – graduation rates, scores on standardized instruments, minority enrollment increases, etc., but some do not help 4-year universities such as graduation rates not counting transfer students or students who take AP classes in high school – only those who begin and finish at SHSU
  - Dr. Peredes – Texas Higher Education Coordinating Board (THECB)
    - Spoke about
      - Accountability
      - Poorly prepared high school graduates
    - Sponsor visit – Could TACT and SHSU Faculty Senate sponsor Dr. Peredes to come to SHSU and speak with faculty?
  - Honor Code
    - Several universities have drafted and passed student honor codes. Provost Payne would like for Faculty Senate to consider developing an honor code for SHSU.

Respectfully Submitted

Jim Carter