

**FACULTY SENATE MINUTES  
SAM HOUSTON STATE UNIVERSITY**

15 January 2015  
3:30 p.m. – 5:00 p.m.  
Austin Hall

**Members Present (19):**

Irfan Ahmed (COBA), Nancy Baker (CHSS), Don Bumpass (COBA), Madhusudan Choudhary (COS), John Domino (CHSS), Diane Dowdey (CHSS), Karla Edison (COE), Randy Garner (CJ), Deborah Hatton (COFAMC), Richard Henriksen (COE), Mark Klespis (COS), James Landa (COHS), Paul Loeffler (COS), David McTier (COFAMC), Sheryl Murphy-Manley (COFAMC), Gary Oden (COHS), Lisa Shen (NGL), Stacy Ulbig (CHSS), Tony Watkins (COFAMC)

**Members Not Present (12):**

Helen Berg (COE), Tracy Bilsing (CHSS), Jonathan Breazeale (COBA), Donna Cox (COE), James Crosby (CHSS), Mark Frank (COBA), Joan Hudson (COS), Jeffrey Littlejohn (CHSS), Dennis Longmire (CJ), Diana Nabors (COE), Dwayne Pavelock (COS), Douglas Ullrich (COS),

**Called to Order:** 3:30 pm in Austin Hall by Chair Nancy Baker

**Minutes Approved:** Minutes for the December 4, 2014 and May 2, 2013 meetings were approved unanimously with minor revisions.

Senators welcomed Dr. John Domino, who

A different senator expressed frustrations with some administrators' disregard of the FES process. Specifically, during last year's evaluations, one of the deans had decided that the FES established by the previous administration was not suited for determining merit pay, and opted to

### **Non-tenure Track Faculty Working Conditions**

Members of the Senate Faculty Affairs Committee expressed disappointments with the Provost's recent decision to create an ad-hoc disappointment committee to create a policy for multi-year contracts for lecturers and clinical faculty. Senate had begun to examine this issue during the fall and had brought it to the provost's attention, yet Academic Affairs now seems to be taking the charge, along with several others, back.

Dr. Baker assured senators she would share these concerns with the provost, although this particular policy initiative is most likely due to time considerations, as it would be beneficial to have a policy in place as soon as possible. A member of the Faculty Affairs committee pointed out that requested data necessary to draft a policy recommendation was not supplied to the Senate until December 4<sup>th</sup>.

### **Compensation for Independent Studies**

The Chair's report had noted that some departments in CHSS have been processing undergraduate independent studies in a way that compensates the department chair, rather than the faculty member actually supervising the students. A quick survey of senators indicated at least five departments from CHSS, FAMC, and COHS are following the same practice. Moreover, 8 of the 19 senators present were unsure of the actual policies in their departments.

Since faculty are generally not compensated for independent studies were ungrade.s from(f)3(or)-j [(f32-10

the 2012-13 academic year. Dr. Baker and chair-elect Lisa Shen will follow up on the FA study outcomes. (Note: The survey findings and recommendations are available through the Senate website: <http://www.shsu.edu/dept/faculty-senate/minutes/12-6-12/>)

## **New Business**

### **Final Exam Schedule**

The exam schedule for spring 2015 has been updated to allow for more exam time slots, and .Dr. Baker thanked Senator Klespis for noting the changes to the Final Exam Schedule layout (<http://www.shsu.edu/dept/registrar/calendars/final-exam-schedules.html>). Faculty are encouraged to visit the page and familiarize themselves with the changes.

### **Teaching Overload**

A senator asked whether faculty who are teaching overloads would receive letters acknowledging the overload and amount of compensation. A quick survey of senators revealed inconsistent treatment of faculty who are teaching overloads. Dr. Baker will share this issue with the provost.

### **Family Medical Leave (FML)**

An inquiry was made about the status of the FML policy proposal. After the last round of Senate discussion on the subject, the Senate Faculty Affairs Committee had withdrawn the report to consider additional recommendations from the Senate and the Federal Government. The FA committee will work on the report for the next Senate meeting.

**Meeting adjourned at 4:50 pm**

**Faculty Senate  
Chair's Report  
14 January 2015**

**Merit Pay and Market Adjustments**

Information on merit pay and market adjustments has not been publicly available for several years (since 2010). The Texas Tribune used to publish this information annually, but the newspaper depended upon SHSU to submit that information. The provost believes that the person who handled this task left SHSU, and the task simply got overlooked in the transition. The provost will ask Erin LeMay to help Faculty Senate access the information on merit pay and market adjustments.

**FES**

I asked the provost a number of questions raised in Faculty Senate pertaining to the revision of the Faculty Evaluation System (FES). The provost has put together a small committee to do the initial revision of the FES policy drawing on input from various sources. (FES reform has now been discussed at some length in the SHSU FES committee, in Faculty Senate when receiving the FES committee's report, in the Council of Chairs, and in the Council of Academic Deans). When the FES is revised, there will be an additional opportunity for Faculty Senate input (as the provost wishes for all policies), as well as for university-wide faculty input through the provost hosting Town Halls on campus to discuss the revised policy.

The provost said that colleges that are engaged in revising their FES policies should not postpone that task until the SHSU FES policy revision is complete. The provost hopes that the revision process will allow the faculty to think about the values and principles they want represented in the FES policy and then write the policy to reflect these values, rather than having values dictated by a policy.

**Academic Policy Reform**

As reported previously, the provost is beginning an ambitious overhaul of all academic policies this year. The provost has chosen small committees to work on initial revisions in some cases (Tenure and Promotion, FES, Merit Pay) and Julie Schwab is going to be sending out official letters to these committees in the next week or so informing them of the task with which the provost is charging them.

The provost intends to share his plan for reforming all academic policies with the university's faculty at the Spring SHSU Faculty Meeting some time in February or March.

**Non-tenure Track Faculty Working Conditions**

The provost has asked Dean Michael Lacours and a small committee to draft a new policy to create the option of multi-year contracts for 2 Tcylin2 Twof clinical faculty (Assistant Clinical, Associate Clinical, Full Clinical). The committee working on this wil

recommend whether this new policy belongs under the existing Instructional Workload Policy or somewhere else.