

SHSU Faculty Senate
March 8, 2012
3:30 p.m. – 5:00 p.m.
LSC 304

Members Present:

Tracy Bilsing (CHSS), Len Breen (COE), Donald Bumpass (COBA), Erin Cassidy (NGL), Kevin Clifton (CFAMC), Donna Desforges (CHSS), Diane Dowdy (CHSS), Debbi Hatton (CHSS), Renee James (COS), William Jasper (COS), Gerald Kohers (COBA), Lawrence Kohn (COE), Paul Loeffler (COS), Sheryl Murphy-Manley (CFAMC), Tracy Steele (CHSS), Pamela Zelbst (COBA)

Members Not Present:

Jeff Crane (CHSS), Mark Frank (COBA), Randall Garner (CJ), Chad Hargrave (COS), Joyce McCauley (COE), Dwayne Pavelock (COS), Javier Pinell (CFAMC), Debbie Price (COE), Ricky White (COS), and Doug Ullrich (COS)

Visitors:

Ling Ren (CJ), Sofia Medrano of *The Houstonian* and Vice President of Finance, Al Hooten

Call to Order at 3:30pm

Approval of Minutes:

Unanimous approval of February 23rd meeting minutes

Committee Reports:

Academic Affairs and Clinical Faculty:

Rene James (chair, Academic Affairs Committee) distributed a handout on Clinical Faculty Policies (see attachment). The committee determined that the concerns addressed by Clinical Faculty were the result of conflicting statements in the policy. The committee proposed the following change to policy 5.01 to bring it in line with the understood function of clinical faculty. After some discussion and clarification, Senators unanimously adopted the proposal regarding 5.01.

5.01: During their term of service, clinical faculty members shall be accorded privileges and perquisites as agreed upon in their annual contracts.

The committee recommended that the Provost clarify the policies regarding Clinical Faculty on an annual basis in order to improve communication and prevent confusion. It was noted that Clinical Faculty do NOT have to re-apply for their position every year. The status and salary of Clinical Faculty are negotiable each year. Clinical Faculty are not eligible to receive merit money. Finally, it was noted that Human Resources should also be reminded that Clinical Faculty do NOT have to re-apply for their positions each year.

It was noted that the proposed changes to 5.01 must go through CAD.

Committee on Committees – Review of Annual Survey:

Gerald Kohers (chair, Committee on Committees) asked if Senators had any suggested changes to the annual faculty survey. It was agreed to remove questions 34 and 35 that relate to Blackboard and E-College respectively since both these LMS systems will soon be replaced (with replacement currently under review by the Senate). In regard to question 51 on the IDEA form, it was suggested that the question be split to address separately the issue of IDEA's accuracy and, separately, administering IDEA online. The proposed changes were passed unanimously and the survey will be distributed as amended by the committee.

University Affairs – IT Policies:

Erin Cassidy (chair, University Affairs Committee) reported that her committee had been asked by Mark Adams, Associate VP for IT, to review and comment upon seventeen IT policies (See the attached proposed policies and the committee's specific recommendations online). The Committee requested several clarifications including a definition of incidental use, what activities would jeopardize the university's tax exempt status, and the meaning of special access. In addition, the committee questioned what had happened to key cards to replace keys. In regard to the Malicious Code Policy, the issue of allowing access for approved students involved in course work or faculty involved in research on the topic was discussed – they should have access in specific cases only. The Senate unanimously approved the committee's recommendations and it will be sent on CAB with the Senate's questions and comments.

Chair's Report:

CoS Dean's Search:

The finalists are Robert Gannon (Valdosta State University), Neuropharmacology), Stanley Kelley (SHSU- Agricultural Sciences), and John Pascarella (Kansas State University – Biology). They hope to have a new Dean in place by the start of Fall 2012.

The CFAMC Dean's Search:

The search committee is still being formed. It is also hoped that that position will be filled by Fall of 2012.

DELTA:

DELTA would like to place offices for one staff member in academic buildings (to improve service to faculty). DELTA will be moved to the old Residence Life building.

March to the Grave:

On Friday, March 2, there was a report of gun incident in Huntsville. In fact, the Walter P. Webb Society (essentially the History Club for SHSU) was marking the birthday of Sam Houston with a march to his grave which included students dressing in period costumes and carrying inoperable replica guns. It was a false alarm.

LMS Survey:

Paul Loeffler (chair, Faculty Affairs Committee), reported that the committee has been working closely with DELTA. So far Blackboard 9 and Canvas were the two favorites. It was confirmed that DELTA will recommend for adoption whatever the committee and the Senate decides.

February 29th Meeting with Provost Hebert:

The Hazelwood Act was expanded by the State Legislature but other legislation has been passed also that exempts police officers, firemen, correction officers, and other civil servants. These exemptions were and remain unfunded. The Hazelwood Act alone cost SHSU \$1.4 million in 2011-12 and the total cost of all exemptions was just short of \$4.9 million this academic year. The cost of expanded Hazelwood Act and other exemptions are expected to continue to increase dramatically in coming years.

The Hazelwood Act may be accessed at:

<http://www.collegeforalltexans.com/apps/financialaid/tofa2.cfm?ID=500>

The Provost reported that SHSU will request an increase in tuition to help offset the expense. Texas State was affected by this even more due to its proximity of military bases.

The Veteran's Office will be expanded. SHSU has more than 2,000 veterans now and it will increase in time.

Provost Hebert was asked about the comment of merit raises being given 3 out of every five years in rotation. The Provost was not aware of this and felt it was a misunderstanding.

The system lawyer Fernando Gomez has not made a final decision on how on-line fees may be spent.

Provost Hebert would like to see a policy/procedural guideline on how to set up a policy or create a committee including an *ad hoc* committee because there has been much confusion over it. He feels the Senate should take the lead on this and give guidance since it does affect academic policies. Provost Hebert expects Gerald Kohers and Kandi Tayebi to give guidance on the Tenure Advisory / Tenure Hearing / Standing Faculty Tenure Committee and Faculty Grievance Committee overlap. This needs to originate in Senate.

Sam Houston Village (SHV) – the lawsuits are now over and the company that first built the dormitory will be renovating it free of cost to us. The renovation should cost approximately 17 million.

Enrollment number is 17,617 on the headcount.

Guest Speaker VP of Finance Al Hooten:

Mr. Hooten joined SHSU on August 1 of 2011. He reported on changes underway in the Finance Office. The budget process will change to link it to the strategic plan. Each Dean will be limited to 3 to 5 requests that must be in priority order (for example asking for a new program requiring 3 faculty). Department Chairs will be allowed three to five requests. Hearings will be held with each Dean to allow them to discuss their budget request. The Deans will be given an hour each to present their requests and explain their funding requirements. After consultation with the Deans and Departments, reports will be prepared that will be used to develop the budget.

A significant issue facing SHSU is fees (he described it as the first curveball). Just yesterday Mr. Hooten was informed that request for fee increases must be limited. It has now been determined that universities in our system may only request fee increases for two periods. First, fee increase requests may be made in Spring 2013 and, second, another request will be permitted for Fall of 2014. Therefore, SHSU must strategize on how to request fee increases that will cover expected expenses over an 18 month period. Mr. Hooten said that the Administration's number one priority is salary increases. SHSU must determine the correct fee structure increase that would fund salary increases (as well as other costs).

Mr. Hooten identified a second curveball – the total fee increase may not exceed 3.95% of the total mandatory tuition fees. SHSU officials are extremely concerned about this limitation given that SHSU's funding already trails Lamar and Texas State and this will cause the university to fall behind further. SHSU will request a consideration to allow for an increase over the 3.95% cap.

Mr. Hooten then further discussed the problem of projecting fees to match budgetary needs. Student Health needs money to expand, so fees will have to increase to cover that cost. At the same time, a 3% salary pool requires an addition of \$2.3 million to the budget. Some fees are attached to specific programs and cannot be used for salary, so it is a complicated process. In response to a question on how his office deals with unfunded mandates (like the Hazelwood Act), Mr. Hooten said that they plan budgets on static enrollment. In recent years, however, enrollment has risen which generated additional revenue to covered unfunded mandates. Mr. Hooten said that in Fall of 2011, SHSU covered \$1.4 million in unfunded mandates by budgeting for 0% growth and used the monies generated by increased enrollment.

Mr. Hooten noted that it is problematic to figure out four years of salary increases using fees. Given the recent restrictions, the maximum of amount of money that fees per full-time student will generate is \$160. The primary source of Faculty salary comes from state money and designated tuition (fees). For example, there was a question if a scholarship could be given from monies generated by online course fees. Mr. Hooten thought it was possible (if the student was taking an online course).

Mr. Hooten said that one of the biggest challenges for him at this time is getting the System Office to recognize that the 3.95% cap only puts SHSU further behind in terms of funding. In order for SHSU to catch up we would have to increase all fees by 5% (one time) without salary increases.

Mr. Hooten was asked about the State Budget and its impact on SHSU. Mr. Hooten said that in November of 2011 SHSU (and others) was advised to prepare to return money to the State. At a meeting in February of 2012 with State officials, there was no discussion of returning money to the State.

Mr. Hooten said that his office was now able to produce financial reports that are easier to read. His goal is to produce financial reports that anyone could read and understand.

In regard to increasing efficiency at SHSU we have created an organization and efficiency committee. Mr. Hooten reported that his previous institution had enacted changes that allowed them to save \$1.4 million per year through a similar process. SHSU is presently conducting a survey (call for recommendations on efficiency) that it is hoped will produce similar results.

Mr. Hooten informed the Senate that there may be a move (originating from the current president of TAMU) to privatize including building and custodial maintenance.

Finally, there was a discussion of indirect costs of grants.

New Business:

None

Adjourned at 5:00pm