

**DRAFT: FACULTY SENATE MINUTES  
SAM HOUSTON STATE UNIVERSITY**

**May 2, 2013  
3:30 p.m. – 5:00 p.m.  
Austin Hall**

**Members present:**

Helen Berg (COE); Don Bumpass (COBA); Donna Cox (COE); Mark Frank (COBA); Debbi Hatton (CHSS); Richard Henriksen (COE); Joan Hudson (COS); C. Renée James (COS); Bill Jasper (COS); Gerald Kohers (COBA); Paul Loeffler (COS); Dennis Longmire (CJ); Sheryl Murphy-Manley (CFAMC); Dwayne Pavelock (COS); Tracy Steele (CHSS); Stacy Ulbig (CHSS); Doug Ullrich (COS); Walton Watkins (CFAMC); Ricky White (COS); Pam Zelbst (COBA)

**Members not present:** Nancy Baker (CHSS); Tracy Bilsing (CHSS); Kevin Clifton (CFAMC); Tom Cox (CHSS); James Crosby (CHSS); Diane Dowdey (CHSS); Randall Garner (CJ); Hayoung Lim (CFAMC); Joyce McCauley (COE); Debra Price (COE); Lisa Shen (NGL)

**Called to order:** 3:30 p.m. in Austin Hall by Chair Tracy Steele

**Approval of Minutes:** April 4 and April 18 minutes approved (pending edits and corrections)

Before proceeding with Senate business, Senator Loeffler recommended that Sheryl Murphy-Manley remain in advising capacity (as a 1-term, non-voting member) for FES/IDEA activity as it moves forward. There was no opposition to this motion, and a recommendation will be drafted for the Provost's and President's approval.

**Chair's Report:**

*Changes to Teaching Evaluation for FES*

The Provost reported that the Deans are excited about the proposed revamp and changes to both the use of IDEA scores and the teaching portion of the Faculty Evaluation System (FES). The Deans like the ideas that have been suggested thus far, including adoption of the short IDEA form. The Deans are in favor of the proposed three-component Teaching Evaluation in the FES.

Overall, the Deans are willing to go with whatever model is put forward by the Senate, after discussion and town hall meetings with faculty as a whole. The Provost agreed that it was important to have continuity for the ongoing FES and IDEA revision process, and that Sheryl Murphy-Manley would be a logical choice to head a university-wide Teaching Evaluation Committee.

*Collegiality*

The Provost agreed that the current focus is on the teaching portion of the FES, but that we should address other portions later if necessary. Chair Steele reported that she has received request from a faculty member to review expectations regarding collegiality. However, collegiality is not part of the FES; it is only part of the tenure process. The Provost would not be against addressing collegiality, and suggested for Senate to help define its purpose and provide better and clearer standards for evaluating it. There was some question as to whether or not the category of collegiality in tenure decisions may be misused.

*Chart of Flow of Authority*

Chair-elect James, looking forward to the next academic year, asked the Provost to provide a flow chart that shows the devolution of authority from the State of Texas to the University to the Senate, taking special care to explain acronyms and the role of groups such as the Coordinating Board and their

responsibilities. She also requested clarification on the roles of various university entities (e.g. CAD), as well as a brief rundown of what the President and Provost can do. The Provost supported the idea and will schedule such a presentation early in the fall of 2013.

#### *Coordinating Board*

The Provost said that a bill had gone to a Texas State Legislature committee to address the explicit power of the Texas Higher Education Coordinating Board (THECB) and its adopted power. The Provost felt that, should the bill go through, the THECB might not be as powerful or able to “adopt” powers for itself. For example, THECB would no longer be able to cut programs due to LPP. He was under the impression that the bill would leave more authority at the system level. Also, if the legislation goes through, people appointed to THECB would be required to have experience in higher education. Provost Hebert indicated that this news was positive and, should the bill pass, it will change how SHSU approaches issues.

#### *Distance Learning Fee (DLF) Proposal*

Chair Steele asked for clarity on proposed changes to the DLF. The Provost provided a great deal of information on this. The proposal essentially calls for all fees of any type to be rolled into a single university fee, which would appear as a single line on a student’s tuition statement.

Rationale for the proposal is that reporting a single fee would reduce complaints from parents who ask, for example, “Why I am paying for a university health center when my child has health insurance?” Under this new fee system, there would still be certain set fees in addition to the university fee, such as a distance fee for perhaps \$35 per semester credit hour. In this scenario, DELTA would still get \$105 per 3-hour class.

There are several problems that the Provost foresees with this centralized fee system. First, using the example of the Health Center Fee, right now it is mandated that the fee collected for the Health Center go directly to the budget for the Health Center. In the new system, the administration would have more freedom to distribute monies however it wished. Fees collected would be extremely “elastic.” There is concern that, while the current administration is trustworthy in its distribution of fees to the appropriate entities, the next might have “pet” projects that they feel deserve more financial support. Provost Hebert would like to see firm policy in place for the distribution of the fees.

Second, there is concern that a combined University Fee could potentially cut the link between the University Fee and distribution to departments based on growth. Departments and Colleges might soon have less money than required, especially if a program experienced high growth without an increase in distributed funds from the University Fee.

Third, the Provost is concerned that the plan (which was developed in part as a response to complaints about individual fees) might not generate the funds expected. For example, our enrollment growth is largely in online, but the overall fees for online students will be reduced with the proposed changes. The Provost has promised that he will discuss this with the Senate before the changes come into force. President Gibson would like to see the change take place in spring 2014.

The Provost is running several different models that reflect the impact of the fee change on the university and will be sharing the results with the Administration. Chair Steele would like to suggest Senate to revisit this issue next fall.

#### *Enrollment*

Right now there is a 14% increase in applications, but it may just be that students are applying earlier for summer and fall semesters. Overall, the Provost expects increased enrollment at around 3% for the fall.

### *Drop Date*

The Provost expects the drop date to be week 10. Chair Steele had expressed concerns about the timing of instructor evaluations since students will have until the 12<sup>th</sup> week for the final drop, but the Provost believed this issue can be worked out.

### *Changes in Faculty Development Leave (FDL) Policy*

The Provost will ask CAD regarding the proposed changes to FDL policy.

### *Department Evaluations*

Jeff Roberts has been hired away from TAMU to manage department evaluations. Every year Roberts will focus on 12 programs. Every program will receive a budget of \$20,000 to address problems or for promotion. Each department and programs will be reviewed every five years. The idea is that information for SACs will be collected at set times instead of only during the SACS evaluation year.

### *July Meeting*

The Provost agreed that he would like to update Senators after the Legislative Session ends at some point in July. The actual date is to be determined. Chair Steele will be in China, although arrangements with IT will be made for Chair Steele and other Senators who wish, to “drop” in electronically from around the world.

### *Core Report*

All documents are headed to the Academic Affairs Council (AAC) so they can be submitted to THECB.

## **Committee Reports:**

### *Academic Affairs Committee*

The committee presented its report on faculty teaching evaluations (see attached).

There was some discussion over AA’s recommendation to switch from the long IDEA evaluation form to the short form. Since SHSU mostly uses the form for comparisons (not formative), general consensus is the short form would create less student fatigue and improve motivation for completing the evaluations. Moreover, DPTACs can create their own questions for more detailed diagnostic data.

There were also concerns about using adjusted versus raw scores. For some departments, raw scores are higher, so there are fears that people will suddenly look much worse if we go to adjusted.

Since many questions brought up by senators mirrored those in the IDEA workshops held on campus, AA recommended for senators and all faculty to refer to video recordings of the workshop get the rationale behind many suggestions and proposed changes to FES. The videos are posted on Blackboard under the “My Organizations” tab.

The committee report also recommended holding at least 2 town hall meetings, to be planned during summer and held in the fall, to gather faculty feedback regarding the proposed changes. Some senators would like to see more town hall meetings, and suggested holding college-specific town halls.

A question was raised about why the report have “chair rating of teaching, including faculty effectiveness” instead of ‘teaching effectiveness?’ The committee felt that being a good faculty member is more than just the teaching of courses. Therefore, the faculty member’s performance in the coordination of classes and curriculum, and mentoring of junior faculty should be considered as well. It was also pointed out that we are not voting on POLICY, but on a recommendation by the AA report.

A motion was made to accept the AA committee report. The motion was passed unanimously (11 yes, 6 no, 2 abstentions).

*Faculty Affairs Committee*

FA presented its report on assessment of faculty perception of online education (see Attached Documents). The report recommend for the establishment of a permanent university committee focusing on online teaching pedagogy. The committee will be chaired by the PACE Center director and the members will be appointed by the provost from recommendations by the PACE director and Senate.

A motion was made to accept the FA committee report. The motion was passed unanimously (actual vote count unavailable).

*University Affairs Committee*

The UA report will be considered during the July Senate meeting as the report requires some corrections.

*Committee on Committees:*

COC submitted recommendations for multiple committee appointments. The motion to approve all recommendations was passed unanimously.

**Meeting Adjourned at 5:05 p.m.**

**Next meeting: TBA (sometime in July)**