

**University Faculty Senate Minutes**  
**Sam Houston State University**  
**October 2, 2003**

**Members present:** David Bailey, Christopher Baldwin, Ted Creighton (substituting for Stacey Edmonson), James Carter, Steven Cuvelier, Mary Lynn DeShazo, Mark Frank, Mary Gutermuth, Marsha Harman, Penny Hasekoester, Deborah Hatton, David Henderson, Lady Jane Hickey, Joe Kirk, Gerald Kohers, S. Thomas Kordinak, Paul Loeffler, Holly Miller, Valerie Muehsam, Debra Price, Kandi Tayebi, Tamara Waggener, Christopher White, Patricia Williams

**Member absent:** Terry Bilhartz (professional conflict), Stacey Edmonson (illness)

**Approval of Minutes**

Emendations for the minutes of September 18<sup>th</sup> were approved.

**Guest Speaker, Dean Muehsam**

Dean of Graduate Studies, Mitch Muehsam, shared information and requested input on issues related to Graduate Studies policies.

- Delineation of Regular and Associate Graduate Faculty status
- SACS requirements for graduate faculty
- Goal of Graduate Studies - not to eliminate graduate programs or faculty

Dean Muehsam also described some of the influence the Senate has exerted recently:

- Since the Faculty Senate represents the faculty, the administration seeks input from this body.
- Systemic changes in the merit system
- Quality of students, higher admission standards
- More developmental leaves
- More scholarship money

Dean Muehsam opined that disagreement is healthy. It can lead to productive change.

**Chair's Report**

***APC Meeting:***

- Graduate Faculty Status document was distributed and discussed. [Dean Muehsam addressed this document at the present meeting.]
- Issues regarding the Grievance Policy were discussed. Specifically, there are three panels: regular, reserve, and alternate. It has been unclear what the hierarchy is after "regular." [The Faculty Affairs Committee was encouraged to contact Dick Eglsaer, Associate Vice President for Academic Affairs, as they work on revising the Grievance Policy.]

- Remedial Classes were discussed and some recommendations have been made. [The recommendations from the document distributed at APC were discussed and a motion was made and seconded to strike the words, “more than one area,” from the first recommendation; strike the second recommendation altogether; and leave the third recommendation as is. The motion passed unanimously.]
- A reference was made in minutes of the Deans’ Council to Dr. Payne’s Position Paper regarding the Faculty Evaluation System. Dr. Payne clarified that there was actually no paper but simply a set of talking points that he has been sharing with departments as he has met with them. They are also exactly what he had shared at the Faculty Senate meeting of 9/18/2003.
- Faculty raises will follow the basic procedure as in past years with a small percentage given across-the-board and the rest given as merit.
- Academic regalia specifically designed for SHSU was discussed but the APC decided that although we are all loyal to our university, massive orange robes might give the appearance of a pumpkin patch. The consensus was not to pursue a specific policy at this time.
- There is not a clear policy as to how to allocate new positions.

Travel funds are sorely lacking in most departments. [The University Affairs Committee will research this issue.]

## **New Business**

### ***Summer Faculty Grants***

A number of issues were resolved unanimously regarding the summer faculty grants.

- The title will henceforth be ***Faculty Research Fund (FRF)***.
- The guidelines will be posted on November 2<sup>nd</sup>.
- February 2<sup>nd</sup> will be the date that the grant applications will have to be at the respective dean’s office.
- February 16<sup>th</sup> will be the deadline for applications to be submitted to Office of Research and Sponsored Programs.
- Grants will be open to all faculty members regardless of academic discipline.
- There will be no limit to the number of years one can submit an application.
- A faculty member may not receive grant funding from the EGR and FRF concurrently.
- The Research Council will be created as follows:
  - The Deans’ Council will nominate members from which the Faculty Senate will select members.
  - The Faculty Senate will nominate members from which the Deans’ Council will select members.
- The Research Council will review applications and select recipients for BOTH EGR and FRF.

- The Faculty Senate will offer to supplement the Research Council with added members for the 2004 review only.

### ***Funding for ORP for Faculty Hired after 1995***

Documents provided by Human Resources were distributed. Senators were asked to review the documents in order to discuss this issue at the next meeting.

### ***Assign Committee on Committees a new charge***

Nominees to committees should be apprised that they represent the Faculty Senate when they accept committee positions.

### ***Set up Executive Committee meetings***

The Executive Committee consisting of

- Kandi Tayebi, Chair;
- Marsha Harman, Chair-Elect;
- Mary Lynn DeShazo, Chair, Committee on Committees;
- Deborah Hatton, Chair, Faculty Affairs Committee;
- Paul Loeffler, Chair, Academic Affairs Committee; and
- Tamara Waggener, Chair, University Affairs Committee

will meet on alternate weeks from the Faculty Senate Meetings. When possible, e-mails to other Executive Committee members may be used in lieu of a meeting.

### **Old Business**

#### ***Volunteers for the Research Support Sub-Committee***

The Strategic Planning Committee for Research Support will consist of Ted Creighton (substituting for Stacey Edmonson), Christopher Baldwin, Mark Frank, Penny Hasekoester, and Steven Cuvelier.

#### ***Use and Distribution of Senate Information***

The recent fraudulent distribution of the Faculty Survey comments was discussed and the Committee on Committees was charged with determining how the survey comments should be managed in the future. The Senate was reminded that we are bound to support the decisions made by the majority vote of the Senate even when we disagree with that vote. Additionally, since some of our members are untenured we are to talk as a body rather than identifying members of the Faculty Senate who made specific comments.

Respectfully submitted,

Marsha Harman, Chair-Elect