

FACULTY SENATE MINUTES
SAM HOUSTON STATE UNIVERSITY
November 4, 2010

Members Present:

Tracy Bilsing (CHSS), Len Breen (CoE), Carl Brewer (CoBA), Donald Bumpass (CoBA), Rebecca Bustamante (CoE), Erin Cassidy (NGL), Jeff Crane (CHSS), Donna Desforges (CHSS), Mark Frank (CoBA), Debbi Hatton (CHSS), Hee-Jong Joo (CoCJ), Gerald Kohers (CoBA), Sheryl Murphy-Manley (CoAS), Sheryl Serres (CoE), Tracy Steele (CHSS), Doug Ullrich (CoAS), Ricky White (CoAS).

Members Not Present:

Chad Hargrave (CoAS), Renee James (CoAS), Bill Jasper (CoAS), Paul Loeffler (CoAS), Drew Lopenzina (CHSS), Joyce Mc Cauley (CoE), Ling Ren (CoCJ), Dwayne Pavelock (CoAS).

Call to Order:

The meeting was called to order at 3:30 by Senate Chair Frank. The meeting was held in LSC 304.

Special Guest:

Provost David Payne addressed the Senate.

- 1) The University has been notified that the THCB has approved the nursing program. The first class of thirty-five students will be admitted in January. There are three hundred qualified applicants for the first class.
- 2) The College of Fine Arts and Mass Communication has been approved. The College will be officially formed January 1, 2011 under the direction of Interim Dean Dana Nicolay. The departments will not populate the new college until June 1, 2011. During the formation period, administrators and faculty will create policies and procedures including those for promotion and tenure.
- 3) NCATE has announced a new accreditation for the College of Education in 2015.
- 4) The Didactic emphasis in the Dietetics program has been approved.
- 5) The search for a Director of International Students is in its final stages. The University has extended an offer to one of the candidates.
- 6) Classes will soon be offered at the University Park campus. The University is beginning construction on four classroom and general space.
- 7) The Provost presented the Senate the on promotion and tenure; he regularly gives at the New Faculty breakfast. This is the same speech he has presented for the past six years.

Good morning, I hope you have a long and prosperous career at SHSU. To begin I would counsel you to...

- Start now! Do not take a vacation!
- Work hard, and do not focus on the minimum levels of competency.

I will not be here when you come up for review. I am going to retire, but the policies that have been put into place will remain after I leave. These policies have been in place for six to seven years, so pay close attention to the published policies.

- You must succeed in all four performance areas, and at all levels (Provost, Dean, Chair, and DPTAC). I have over-turned positive votes, but I do not over-turn negative votes. When there is a split vote, my vote is no because it puts a question in my mind. Tenure is a million dollar decision for the university; if there is any question, in any of the performance areas, then the answer is no. There is no substitution between research and teaching.
 - o *Teaching* – this is an absolute. SHSU students deserve above average teachers, you must be at or above the national average for your discipline. SHSU uses the IDEA evaluation system because it provides a national standard. However, the candidate may refer to section five of the Faculty Reappointment, Tenure and Promotion (900417) policy provides a substantive list of additional support material to bolster their teaching competency. It is your job to explain a low score. If you have problems, go to the PACE center, or supplement your package with items found on this list (Provost Payne held up copy of the policy). I will consider improvement over time as positive. Many assistant professors need time to become comfortable in the classroom, and I understand this. If the IDEA scores decrease over time, then there will be a question in my mind if this person should be tenured at Sam Houston.
 - o *Scholarship* – I consider this the area which measures the quality of your teaching to your colleagues. You must stay intellectually active, and be a lifelong learner. There are four areas that fulfill this section: books, chapters in edited books, external grants and refereed journal articles. Conference papers are less substantial unless they are turned into a journal articles. I look to quality over quantity. The ranking of the journal is taken into account when reviewing the packet. When I am not familiar with all the rankings, I will ask the dean for the journal's citation index. The smallest number of publications that I have ever recommended for tenure was three, the most was over fifty. Typically, a faculty's packet will have eight quality publications. I am most concerned with quality. Articles must be accepted and in the process of publication to count toward the overall score. For those of you from the performing arts, I look for performances at venues of significance to determine the value of the scholarship.
 - o *Service* – The motto of SHSU is, “the measure of a life is its service”. You should be active in the department, campus, community and discipline. Minority faculty must be careful not to over-commit themselves; it seems everyone wants a minority on their committee. Service will not substitute for teaching or scholarship. You need to

contribute, but I look at quality of the service, not the number of committees you served on.

- *Collegiality* – This is important at the college and departmental level. You must be supportive of your colleagues. This does not mean you agree with everyone all the time, but departments must work together. There is no scale to measure collegiality, but the letters from the chairs and deans indicate competency. I would like to close with some final advice for you to be successful:
 - Play nice, be a contributor, not a sniper
 - Collegiality allows for equal input, but don't expect to always get your way
 - Feed opportunity, Starve complacency
 - Do what you came to do ... Teach and Research
 - Avoid campus and departmental politics
 - Don't look to blame others
 - Have fun and look for opportunities to excel.

I will now open the floor for questions.

(The following section reflects questions posed by Senators to the Provost)

1. When evaluating teaching, you employ the T-score which provides a mean score of all classes taught regardless of the size. Wouldn't using the Z-score which provided a mean of the means better reflect the candidate's teaching? *The size of the class does count but I refer to the T-score which rates the professor nationally within the discipline. It is the professor's job to prove the high caliber of teaching and this can be done by supplying supplemental materials. I look for a pattern that the candidate is improving not getting worse.*
2. With the increased emphasis of on-line classes, how do you evaluate on-line teaching? *On-line teaching needs to be supplemented. It is known that scores from on-line courses tend to be lower than those delivered in the classroom so I encourage candidates to refer to the list at 5.01 to supplement their scores.*
3. Several questions: Do you look at author order when evaluating scholarship? How do you evaluate on-line journals and what role do presentations play in the scholarship area? *I am not a stickler for author order. Some deans weigh first author position more than the second author but I do not put a lot of weight. I do expect the candidate to be first author an equal proportion of the time. For example I have worked closely with another sociologist for years. We publish together and equally contribute to the process so my name appears as first author half the time as does her's. As for on-line journals, the author must justify the ranking of the journal because I am not familiar with all the on-line journals. The deans will typically identify which tier the journal rates in their letter. Finally, presentations are not that important. If it is a good presentation then it will get published so it will be counted as an article. If I see someone with a lot of conference presentations with no publications, it tells me the candidates focus is not on scholarship.*
4. How do you determine market/merit adjustments? *At the Council of Deans, it is determined how much will go toward market and what percentage will be merit. Chairs*

submit their recommendations to the deans. The deans make their recommendations to me. Each dean has their own method of determining rank I check checks and verify the deans' decisions but rarely changes. If I have a question on someone then I call the dean. This is typically a very small number 1 to 3 at the most.

5. The DPTAC spend a lot of time mentoring young faculty. Could you address decisions to overturn DPTAC votes? *I will be meeting with the chairs before the Christmas break to communicate expectations and standards. I understand that promotion and tenure decisions can be difficult and painful for the faculty members who have worked closely with individuals who do not receive tenure. Sometimes departmental DPTACs have low standards and I must send a message that they must raise the bar. When this happens a unanimous positive vote can be overturned. It is the hardest part of my job but the students at SHSU deserve competent professors.*
6. Reflecting back on the previous question. Most members of DPTAC take their job very seriously. You said you would be meeting with the chairs to discuss what you are looking for in a candidate. Have you considered meeting with the DPTACs to discuss if there is miscommunication occurring on that level? *I had not thought of meeting with the DPTACs but would be open to the idea. I also like the idea of standardize training for DPTAC members. I will think about both of these options.*
7. What method do you use in the calculation of the teaching score? *I look at just what the candidate provides. The IDEA score is not designed to be used as a sole system of evaluation but it is the faculty's job to put the portfolio together and build a case for competency in all of the areas. If there is a question in my mind, there will always be a NO vote.*

Minutes Approved:

Motion to approve minutes from October 21, 2010 passed unanimously.

Chair's Report:

Meeting with Academic Policy Council (APC) November 3, 2010

- 1) The APC approved the library policy to extend the number of books a faculty member could check out at any time to seventy-five. The previous policy limited the number of text to fifty.
- 2) Members of the APC approved the policy that faculty members with 50% or more FTE release time for administrative duties will not be evaluated under post-tenure review. Faculty members with less than 50% administrative release time will be subject to post-tenure review. (Senate members felt this violated SB149 which states all tenured faculty, regardless of appointment, will undergo tenure review)
- 3) Jaimie Hebert, Dean of the College of Arts and Sciences, noted the policy on three-year department chair confirmation votes allowed all full time faculty to participate in the vote, but was unclear on if this should include the votes from adjunct faculty. (Senate members voiced their concern, because no one could remember participating in a three year confidence vote. Senators confirmed that they completed "yellow" review forms annually but no votes of confidence.)

Texas Council of Faculty Senates (TCFS) October 29 & 30, 2010

The TCFS met in Austin on October 29 & 30th. Copies of the reports and notes were sent

to members of the Senate earlier in the week. In lieu of time, the information will be discussed at a later meeting.

Committee Reports:

University Affairs – Report presented by Erin Cassidy, Tracy Bilsing and Sheryl Murphy-Manley

The committee meets on Wednesday at 2pm in Java City on the 1st floor of the NGL -

-The committee has been researching the cost of parking at SHSU in comparison with 18 other TX universities. The committee had presented its initial findings earlier. After more research it is apparent that parking at SHSU is comparable to other universities in the state. The only area where the cost appears to be out-of-line is reserved numbered spaces. (See attachment #1)

-Senator Bilsing discussed parking issues with David Kapalko, Assistant Director of Parking and Transportation. The increase in the cost of parking can be attributed to several factors including fiscal sustainability of UPD, the bond debt on the parking garage and cost of resurfacing existing lots. There is the possibility that parking fees will increase in the future if the university adds additional space on or off campus. The P & T department is considering increasing the cost of reserved numbered spaces.

-The students voted to add a transportation fee of \$20 per semester to tuition. The fee will fund four busses to transport students to/from campus to/from off location lots. The busses will be available to faculty and staff for a fee. The fee will not begin until 2012 because it must be approved by both the Board of Regents and the state legislature. (See attachment #2) The P&T department is working on alternatives to alleviate the parking problems on campus. These include AlterNetRides and car share program called CONNECT.

-Senator Murphy-Manley presented the committee's findings on sizes of senates at universities around Texas. Senates range in representation percentages from 3.41% (UT-Austin) to 92.19% (Sul Ross State Univ.) The average is 15.13%. SHSU is one of the smaller senates with a 5.40% representation rate or 25 senators to 463 faculty members. (See Attachment #3) The size of the Senate is determined by the body's constitution. In order to increase the number of senators, the constitution would need to be changed. This is a process that would require amendments to the Charter of the Faculty Senate which must be initiated by two-thirds of the Senate membership or by petition to the Chair of the Senate signed by at least fifty members of the voting faculty. Amendments must be ratified by two-thirds of the faculty members voting on the amendment. Amendments shall become effective when approved by the President.

-The Senate will discuss this issue further at a future meeting.

Academic Affairs

The committee meets on "Senate Thursdays" at 11am.

- Due to time constraints, the AA committee report had to be delayed until the next Faculty Senate meeting.

Committee on Committees-Report presented by Gerald Kohers

The committee meets on Thursday prior to Senate meetings.

- Due to time constraints, the CC committee report had to be delayed until the next Faculty Senate meeting.

Faculty Affairs

The committee meets on "Senate Thursdays" at 11am.

- Due to time constraints, the FA committee report had to be delayed until the next Faculty Senate meeting.

New Business:

-Senator Erin Cassidy presented a message from the interlibrary service dept. of the NGL concerning reprints of journal articles. Some publishers are no longer offering reprints to authors and others are charging a fee for the service. (*See attachment #4*) NGL would like to raise awareness of the trend.

-Chair-elect Hatton asked the Senate to approval of sending condolence cards to members of the faculty family in cases of deaths. The motion passed unanimously.

Old Business:

Meeting time expired before old business was presented.

Meeting Closed:

The Senate was called to a close 5:00 pm.

The next Senate meeting will be held November 18, 2010 in Austin Hall

Respectfully Submitted,

Debbi Hatton

Approved November 18, 2010

Attachment #1 – University Affairs Committee Report on Parking

Attachment #2 – UA Comm. meeting with David Kapalko, Assist. Dir. of Parking and Trans.

Attachment #3 – UA spreadsheet on membership of faculty senates at Texas universities

Attachment #4 – Notice from the Interlibrary Service Dept. of the NGL concerning reprints