

**University Faculty Senate Minutes
February 13, 2003**

Members present: Bill Abbott, , Terry Bilhartz, Leonard Breen, Ted Creighton, Mary Lynn DeShazo, Mary Gutermuth, Marsha Harman, Jeff Harwell, Penny Hasekoester, Deborah Hatton, David Henderson, Joan Hudson, Ann Jerabek, Joe Kirk, Gerald Kohers, S. Thomas Kordinak, Paul Loeffler, Valerie Muehsam, Debra Price, Kandi Tayebi, Gene Young

Member absent: Joanne Ardovini-Brooker (professional conflict), Holly Miller (professional conflict), Victoria Titterington (class conflict), Tamara Waggener (professional conflict)

Approval of Minutes

The minutes for January 30 were approved with emendations.

Chair's Report

Chair Muehsam stated that there was no APC meeting.

On-Line Evaluations

The Faculty Evaluation Committee recommended that Sam Houston State University begin on-line evaluations in the fall. Dr. Payne stated that no departments would be forced to use on-line evaluations in the fall. Senator Tom Kordinak stated that results from last year's survey showed that 1/3 of faculty were against on-line evaluations, 1/3 of faculty were for on-line evaluations, and 1/3 of faculty did not care whether on-line evaluations were used or not.

Senators stated that questions about implementation were not addressed as the Faculty Senate suggested, including lack of computer labs on campus. Discussion ensued concerning the statistical validity of using only number 20. A suggestion was made about making all the questions on the form so that each one compared the professor to others in the department. Senators agreed that comparisons across the university would be difficult if some professors were evaluated on-line and others were not. Senators also stated that comments should be done separately not on-line.

Senators discussed the possibility of changing the instrument. In the past, other evaluation instruments were found to be too costly. **The Senate agreed to assign the Faculty Affairs Committee the job of developing a new faculty evaluation instrument.**

Summer Grant Money

Chair Muehsam stated that summer grant money was still available for the alternative summer research funds.

Calendar Committee

The Calendar Committee requested that the residence halls remain open through graduation. Residence Life does not wish to change the current schedule. Currently, the residence halls close at 10:00 p.m. the last day of finals. If a student requests a place to stay, Residence Life will provide it for another day. Senators expressed a desire for the residence halls to remain open one extra day to help support academics first. The issue will be taken to APC.

New Business

Creative Accomplishments/FES

Discussions have begun to change the reporting period for Creative Accomplishments and FES to the calendar year instead of the academic year. If the reporting period is the calendar year, faculty will not have to report their accomplishments before the end of the reporting time. The administration would like to encourage more faculty to report the Creative Accomplishments. The following problems need to be addressed:

1. The format for Creative Accomplishments, which is currently not by discipline.
2. The problem with new faculty reporting on their FES since they would have only 4 months to report.
3. The fact that few faculty report the Creative Accomplishments.

The Faculty Senate will be asking faculty for input on this question.

Merit Raises

Given the budget crisis this year, the Faculty Senate suggested that a policy be implemented that would make merit considerations based on a cumulative score from all of the years that merit is not available and that this be implemented across the university.

Budget Cuts

Chair Muehsam will be e-mailing all Senators copies of the proposed cuts for this year.

Senators expressed concern about how cuts will be decided for next year. The Faculty Senate wishes to see rationale behind decisions made, procedures followed in making the decisions, and standards applied to any firing of personnel or cuts to programs. A lively discussion about proposed cuts in Arts and Sciences degree programs also took place. The Faculty Senate will consider this issue more at the next meeting.

Old Business

Senators wanted to revisit a resolution passed last year regarding threats from students to faculty and staff. Chair Muehsam was asked to provide the Senate with information regarding what policy was instituted, who is on the response team, and what procedures were developed.

Committee Reports

There were no committee reports for University Affairs, Academic Affairs, Committees on Committees, or Faculty Affairs.

Respectfully submitted,

Kandi Tayebi, Chair-Elect