

**FACULTY SENATE MINUTES
SAM HOUSTON STATE UNIVERSITY
MARCH 30, 2006**

Chair Debbie Price called the meeting to order at 3:34 p.m.

Members Present: Christopher Baldwin; Jerry Cook; Doug Constance; Steven Cuvelier; Jim DeShaw; Jerry Dowling; Mark Frank; Mary Gutermuth; LadyJane Hickey; Joan Hudson; Rosanne Keathley; Gerald Kohers; Paul Loeffler; Brian Loft; Philip Morris; Valerie Muehsam; Debra Price; Chris White; Patricia Williams.

Members Absent: David Bailey (professional conflict); Linda Cook (illness); Peggy DeMers (professional conflict); Stacey Edmonson (family illness); Debbi Hatton (professional conflict); Jay Whatley (professional conflict).

Invited Guests: Associate Vice President Mitchell Muehsam and Director of Institutional Research and Effectiveness Rita Caso.

Approval of Minutes:

The minutes of the March 9, 2006 meeting were approved.

Question and Answer Session:

Chair Debbie Price introduced Associate Vice President Mitchell Muehsam and Director of Institutional Research and Effectiveness Rita Caso. Drs. Muehsam and Caso were invited to address the Senate's questions and concerns with the IDEA student evaluation system. Dr. Muehsam began by giving a brief overview of the issues with pre-printing the evaluation forms. Dr. Caso provided additional details about the issue. Between them, the following information was presented to the Senators:

- Faculty members have expressed concern about the fact that the IDEA forms are not pre-printed with the faculty member's name and course identification information.
- There are severe technical problems with the pre-printing of the forms. Specifically, the printer loses its alignment after about 10-20 forms. At that point, the printer must be realigned. This is time-consuming task for Institutional Research.
- The IDEA people are surprised that we are attempting to pre-print all of the forms.
- The current printer's manufacturer (Hewlett Packard) estimated approximately \$75,000 as the cost of a new printer with sufficiently precise register to handle the pre-printing of both the FIF and Student Survey forms without an extremely high degree of print-job management and control.
- Drs. Muehsam and Caso understand that there are faculty concerns about the integrity of the process and the possibility of the co-mingling of the evaluation forms. They have developed a procedure whereby sets of FIF and Student Survey forms for each class are packed and delivered to faculty in large envelopes, clearly labeled with the course number and section, the instructor name, the time and days the class meets and the number of students enrolled. Student surveys should be distributed from and then returned to the envelope immediately after collection. They should be sent back to the college IDEA Coordinator and then to the IR office with the class FIF in the envelope. IR

staff will open and check the contents of each envelope before packing each class set of IDEA materials into shipping boxes by course prefix, department and college. This process should eliminate the possibility of co-mingling.

Next, there was some discussion among the Senators and Drs. Muehsam and Caso with Senators:

- Questioning the cost of the IDEA system and how that compared to the old system,
- Wondering why it was possible to print the old forms but not the new IDEA forms,
- Commenting on rumors in some colleges about various ways to “game” the IDEA system.

Dr. Muehsam stated that he didn't know exactly how much the IDEA system cost the university and how that compared to the old system. He also stated that he too was surprised at the printing problem. Finally, he stated that he wasn't aware of the “gaming” theories but hoped that the faculty would use the system as it was intended. He pointed out that the IDEA system is being used for two purposes here at SHSU; 1) for faculty development, and 2) for faculty evaluation. In the short-run, he acknowledged that the evaluation use may have some problems but that if the faculty, chairs, and deans worked together those issues could be addressed to the satisfaction of most. Furthermore, he pointed out that for faculty development purposes the IDEA system is far superior to the old evaluation system.

Next, there was discussion between the Senators and Drs. Muehsam and Caso concerning the use of IDEA with on-line classes. Concerns were raised about the perception that on-line classes routinely result in lower evaluations than do in-person classes. Also, there were concerns about the fact that some questions on the IDEA form don't really relate to an on-line course.

Finally, Dr. Muehsam stated that the IDEA system is still relatively new to SHSU and he is willing to listen to any reasonable suggestions for improvements in the implementation and applications of the IDEA system. He invited the Faculty Senate to continue to discuss and investigate the issues related to the IDEA system and make any recommendations that we feel are appropriate. Then, when there were no further questions or comments, Drs. Muehsam and Caso departed the Senate meeting.

After their departure, the Senators briefly discussed the topic then assigned the task of looking further into the IDEA system issues to the Faculty Affairs Committee.

New Business:

Chair-Elect Philip Morris presented a proposal to amend the Senate By-laws. In preparing for the spring Senate elections, questions had arisen concerning the eligibility of faculty to vote for Senators. The Committee-on-Committees and Chair-Elect Morris brought forth an amendment designed to clarify the eligibility to vote in Senate elections. The proposal called for limiting voting eligibility to full-time tenured/tenure track faculty who do not hold an administrative position. The proposal would align the eligibility to serve as a Senator with the eligibility to vote in Senate elections. There was a period of discussion in which the following issues were raised:

- The proposal would disenfranchise pool lecturers.
- Senators can still represent pool lecturers even if the pool lecturers don't have the franchise.

- In COE, pool lecturers make up more than 60% of the faculty. Therefore, under the current By-laws pool lecturers could have a major impact on Senate elections.
- Under the current By-laws, administrators who teach a class would be able to vote in Senate elections.
- The current By-laws specifically mention “teaching” faculty, as the university changes, the use of additional faculty titles is likely (for instance research faculty).

While there appeared to be general agreement that the language in the current By-laws is inadequate, there was far less agreement on how the amended By-laws should be worded. There were several suggestions, but none seemed to be agreeable to the Senate as a whole. After a very collegial discussion of the issue, and when it appeared that no further progress could be made, Senator Loeffler “moved the previous question.” Senator Gutermuth seconded the motion. Chair Price informed the Senate that a motion to move the previous question had been made and seconded and instructed the Senate that a vote would now be held to limit further discussion and vote on the proposed amendment. She further informed the Senators that the vote to limit the discussion would require a two-thirds vote. **The vote was held and the motion to limit further discussion passed with the required two-thirds vote.** Then, Chair Price instructed the Senate in the requirements for the needed two-thirds vote in order to amend the By-laws. **The Senate voted on the proposed amendment and it failed to receive the required two-thirds vote.**

After the vote, and given the general consensus that the language in the current By-laws is problematic, the issue was assigned to the University Affairs committee for further study. Given the time constraints, the current By-laws will have to be followed for this year’s Senate elections.

Old Business:

Chair Debbie Price briefly discussed Provost Payne’s reaction to the Senate’s recommendation concerning Merit Pay. Chair Price reported that the Provost was not inclined to adopt a policy that limited the power of his future successor to make changes that he/she feels necessary. Also, the Provost is concerned that under the recommendation, smaller colleges would always receive less merit.

Chair Price informed the Senate that the COBA Senators had prepared a Minority Report concerning the Merit Pay Recommendation. However, given the limited amount of time, the Minority Report was distributed to the Senate to read but without any comment or discussion at the present time.

Chair’s Report:

Faculty Senate Chair Debbie Price presented the following report to the Faculty Senate:

- At the latest Academic Policy Council (APC) meeting, Associate Vice President Eglsaer stated that in the future students who do not meet the university’s reading requirements will be excluded from taking any reading intensive courses. In effect, this will limit such students to developmental classes.
- At the Academic Affairs Council (AAC) meeting, there was discussion about the use of “clickers” in the classroom. The Faculty Senate was asked to look into this issue.

Chair Price recognized Senator Rosanne Keathley who is a member of the University Wellness Committee. Senator Keathley presented the Senate with a copy of a letter from Tina DeAses seeking the Faculty Senate's assistance in the development stage of a faculty/staff wellness program.

Committee Reports:

The following committee reports were submitted to the Senate:

- Academic Affairs. Committee Chair Patricia Williams reported that the committee has been in contact with Registrar Teresa Ringo and was continuing to look into the Calendar issue.
- Committee on Committees. Committee on Committees Committee Chair Gerald Kohers gave a brief report about the number of faculty in each college that had expressed an interest in running for the Senate.
- Faculty Affairs. Committee member Rosanne Keathley reported that the committee had no report this week.
- University Affairs. Committee Chair Joan Hudson reported that the committee is continuing to work on its assigned tasks.

The Faculty Senate adjourned at 5:10 p.m.

Respectfully Submitted,

Philip W. Morris, Chair-Elect.