

**FACULTY SENATE MINUTES
SAM HOUSTON STATE UNIVERSITY
April 10, 2008**

Chair Debbie Price called the meeting to order at 3:30 p.m.

Members Present: Doug Constance; Tom Cox; Jerry Dowling; Stacey Edmonson; Mark Frank; Debbi Hatton; Emmette Jackson; Ann Jerabek; Rosanne Keathley; Gerald Kohers; Paul Loeffler; Brian Loft; John Newbold; Brian Oetiker; Debra Price

Members Absent: Tracy Bilsing; Peggy DeMers; Bill Edgington; Darci Hill; Renee James; Bill Jasper; Bill Lutterschmidt; Tracy Steele; Tamara Waggener; Yan Zhang.

Approval of Minutes:

The minutes of the March 20, 2008 meeting were approved, with one correction.

Next Meeting:

The next Faculty Senate meeting is scheduled for May 1, 2008.

Chair's Report:

Chair Debbie Price reported that the Faculty Centennial Scholarship Plaque is now hanging in the Lowman Student Center.

Chair Debbie Price noted that Dr. Payne mentioned in a meeting that he would prefer to see faculty have 6-8 quality publications when they go up for tenure and promotion rather than 25-30 less meaningful publications. He also emphasized that faculty service is important. The Provost also mentioned that the President is not comfortable handing out promotion and tenure letters to faculty members until the Board of Regents has officially approved the recommendations, which would delay these notifications until late May or early June. However, the current policy says that the department chair will notify faculty of the recommendation they have received. Thus, resolution on this issue will be reached when the Academic Policy Council (APC) votes at its next meeting.

Senate resolutions passed at the previous meetings have been given to the Provost, who will take them to the President and the President's Cabinet at their next meeting.

Old Business:

The Faculty Affairs Committee Reports were revisited. Please see the Committee Reports below.

All concerns regarding problems with email should be sent directly to Nancy Sears.

New Business:

The Senate recommended that transcripts for all students (including transfer students) should include any relevant standardized test scores (including ACT, SAT, GRE, etc.). This recommendation passed unanimously.

Committee Reports:

The following committee reports were submitted to the Senate:

- Academic Affairs. None.

- Faculty Affairs. The Faculty Affairs Committee submitted a detailed report regarding the Faculty Evaluation (IDEA) Process. Based on this report, the following recommendations from the Committee were accepted by the full Senate:

1) The committee was happy to find that a common schedule has been developed for the application of the IDEA instrument on campus as this was a recommendation of the Faculty Affairs committee in the spring of 2005. However, while a schedule has been developed it is only communicated to departmental staff and administrators and not to the campus faculty who need the information in order to best schedule the evaluation. The committee request that an email be sent to the faculty prior to the first week of classes, indicating the IDEA schedule for the semester. It is our hope that this would allow for better planning on the part of the faculty, plus, alleviate some fear and tension for younger faculty.

2) During the fall 2007 semester, it was brought to the committee's attention that the IDEA system would be utilized for the evaluation of correspondence courses. Due to the asynchronous nature of correspondence courses, it should not use the instrument and should consider designing a specialized form to gather data on the instruction of the courses. Additionally, the system is being used to evaluate on-line courses, however, the return rate is extremely low and most of the questions do not adequately evaluate the medium. The committee recommends that a committee, headed by the director of the PACE office, be formed to study routes to gathering the data from on-line and correspondence classes.

3) The committee recognizes that students do become "burned out" by completing multiple copies of the instrument. This is especially evident with scores being so closely lumped together in the "just above or just below average" category and lack of written responses in classes later in the day. When students were asked informally their impression of the practice, most if not all responded that it was a waste of time and that they did not even read the questions unless they really likes/despised the faculty member. The committee would recommend that usage of the short form in lieu of the long diagnostic form be considered for use with all tenured faculty. A pilot study could be conducted in the Fall 2008 semester and the results be referenced against classes using the long form.

4) A strong concern of faculty being evaluated by the IDEA instrument stemmed from the reporting of the scores. The first concern stems from the scores being utilized when the result form indicates that they are "not representative." Typically this is due to a low number of students enrolled in the course or from a low number of completed instruments being returned. IDEA recommends grouping "Like" class results together to determine an evaluative scores, while the campus IR

director recommends weighting each class. The weighting process is currently being used by COBA because it provides for equity for each student response. The committee recommends that the campus adopt this process for all classes. The second concern arises from the disparity between the raw and the adjusted result scores. The committee determined that each individual college should determine which number to use, publicize the information early in the semester and consistently use it for evaluating each faculty member.

5) Finally, the practice of "team teaching" courses is growing in popularity at SHSU. Some faculty voiced concern about using IDEA in this environment for purposes of promotion and raises. At this time, the chair of the department in consultation with the faculty member determines how to facilitate the evaluative process for the class. The committee would recommend that the IR director be charged with establishing an instrument more suited for team taught courses.

In addition, the Senate voted unanimously to charge the University Faculty Evaluation Committee to address these specific recommendations (and this issue in general) and respond to the Senate by the September 2008 Faculty meeting.

The Faculty Affairs Committee also issued a report on Family Leave Care/Insurance Coverage. The report will be forwarded to the Department of Human Resources with two requests:

- 1) to clarify policy in terms of faculty use of leave
- 2) to investigate the possibility of adding family beyond spouse and children to a faculty member's insurance coverage

- University Affairs. None.
- Committee on Committees. The Committee on Committees has received 174 responses to the Faculty Senate Survey; last year we received 225 responses. The Faculty Senate representative for the University Bearkat One card will always be the chair of the University Affairs committee. The Faculty Senate representative for the University Core Curriculum Assessment Committee will always be the chair of the Academic Affairs committee. Ballots for the Developmental Leave Committee will be forthcoming soon. Two University Committees (Women's Advisory Committee; Underrepresented Minorities Committee) need adjunct faculty representation. Senators who have recommendations for these positions should email the names to Senator Gerald Kohers before the next meeting on May 1. Provost Payne will appoint someone to call the first committee meeting for committees that need to select their own chair.

Senate Input:

Senator Debbi Hatton expressed concern based upon comments made to her when she served as a judge at the Houston Rodeo and Livestock Show. She noted that persons there had said SHSU had a reputation for having an open enrollment policy. This is not correct. SHSU does have continuous enrollment, which means that students can apply and be admitted at any time, rather than during a single enrollment period. It was recommended that this be discussed with Undergraduate Admissions in order to be sure that correct information is communicated to school districts.

The Faculty Senate adjourned at 4:45 p.m.

Respectfully Submitted,
Stacey Edmonson, Chair-elect