

**FACULTY SENATE MINUTES
SAM HOUSTON STATE UNIVERSITY
September 20, 2007**

Chair Debbie Price called the meeting to order at 3:33 p.m.

Members Present: Tracy Bilsing; Doug Constance; Tom Cox; Peggy DeMers; Jerry Dowling; Bill Edgington; Mark Frank; Debbi Hatton; Emmette Jackson; Renee James; Ann Jerabek; Rosanne Keathley; Gerald Kohers; Paul Loeffler; Brian Loft; Bill Lutterschmidt; John Newbold; Brian Oetiker; Debra Price; Tamara Waggener.

Members Absent: Robert Bruce; Stacey Edmonson; Bill Jasper; Tracy Steele; Yan Zhang.

Approval of Minutes:

The minutes of the September 6, 2007 meeting were approved.

Next Meeting:

The next Faculty Senate meeting is scheduled for Oct. 11.

Chair's Report:

- Chair Debra Price presented the following report to the Faculty Senate:
- The SHSU faculty attendance policy, as proposed by the faculty senate and council on Academic Dean's Reads for inclusion in the upcoming faculty handbook states, "A Faculty member is expected to publish hours and be available during those times for student consultation. Availability may include online conferencing, consultation time at the University Center or other offsite teaching venues, as well as scheduled times for student conferences via other communications media. It is expected that these hours be reasonable and consistent with the faculty member's teaching schedule, venue, and workload designation."
- Course fees continue to be of concern. The Board plans to ask for an increase in tuition, not to exceed \$20.00 in designated tuition for next year.
- SHSU is proceeding with a new SACS program for faculty accreditation. This program is primarily aimed at adjuncts and faculty teaching courses outside their fields of study. There was general discussion that this SACS process should be transparent and consistent.
- The issue of merit and market pay adjustments continues to be of concern. There was debate over the criteria for and distribution of merit pay.

New Business:

The Senate discussed the possibility of petitioning for a smoke free campus. Debate centered on whether to promote a smoke free or limited smoking policy on campus. The faculty senate planned to send a survey via e-mail to faculty members to determine interest in a possible smoking ban.

Committee Reports:

The following committee reports were submitted to the Senate:

- Committee on Committees. Due to several faculty senate resignations, there were vacancies on several committees. Committee on Committees Committee Chair Gerald Kohers nominated individuals to fulfill those vacancies. The nominations were voted on and unanimously approved. These nominees will be forwarded to the president's office. Debate was also raised on how

replacement committee members were to be notified of their positions and whether senior committee members could serve as chairs in the absence of official committee chairs.

- Faculty Affairs. Faculty Affairs committee chair Debbi Hatton highlighted the committee's recent discussion of the IDEA system and maternity leave. The committee is currently investigating the policies of other schools to determine what policies could work at SHSU.
- University Affairs. University Affairs committee chair Brian Loft reported that his committee had met to discuss the following issues:
 - Calendar issues: The committee recommended that the university registrar report to the faculty senate on how SHSU's attendance policies are determined.
 - Campus Security: The committee suggested meeting with Dean of Students John Yarabeck and Jack Parker, Vice President for Finance and Operations for information on how SHSU can better prepare for emergencies such as the recent Virginia Tech tragedy or the inmate escape attempt in Huntsville earlier this week.
 - Bookstore efficiency: The committee discussed the efficiency of the Barnes and Nobles Campus bookstore. After debate, the committee chair suggested submitting an e-mail request to faculty members to document specific problems with the bookstore.
- Academic Affairs. Academic Affairs committee chair Paul Loeffler reported that although his committee had not formally met that they had produced initial comments on the following issues:
 - Q Drop Grades: The issue of whether deans from different schools can issue Q grades for students without faculty or departmental oversight is an ongoing concern in several departments.
 - Merit and Market Based Raises: The issue of merit and market pay remains a large concern for faculty. There was general debate on the strengths and weaknesses of such a system and how the process could be made more transparent.
 - Dropping Courses: There was discussion on the SHSU policy that allows students to drop classes after the 12th day of the academic semester. The committee planned to investigate the issue further.
 - Effectiveness of on campus grant related agencies: There was general discussion as to the effectiveness of the external grant application process at SHSU as determined by the Office of Research and Special Programs. Different methods of grant application were compared and contrasted.

The Faculty Senate adjourned at 5:00 p.m.

Respectfully Submitted,
Thomas H. Cox, Faculty Senator