MINUTES  
FACULTY SENATE MEETING OF  
March 7, 2001   
ATTENDANCE:   
Arts and Sciences: Christine Bridges-Esser, Kevin Dodson, Bruce Drury, Vernice Monroe, Joe Nordgren, Kathy Roberts, Pam Saur, James Stevens, Cindy Stinson, Walter Sutton. Absent: Iva Hall, Joe Pizzo,  
Business: Larry Allen, Richard Jones, K.C. Sen, Celia Varick  
Education: Kimberly Griffith, William Holmes, Desmond Rice, Kimberly Wallet-Chalambaga. William Worsham.  
Engineering: Valentin Andreev, Peggy Doerschuck, Alec Matheson. Absent: Keith Gonthier, David Read   
Fine Arts and Communications: Randy Deal, Kurt Gilman, Steve Hodges. Absent: Wayne Dyess, Lane Roth.   
Library: Sarah Tusa. Absent: Jon Tritsch  
Port Arthur: Mavis Triebel  
  
CALL TO ORDER  
The meeting was called to order at 3:00 p.m. by Faculty Senate President Randolph Deal.  
  
MINUTES  
The minutes of 12-6-2000 were approved. The minutes of 2-7-01 were approved with corrections.   
  
PRESIDENT'S REPORT   
  
President Deal reported that the Faculty Senate Website is complete and up to date. It lists the Faculty Senate members, the Senate Committee members and meeting minutes. Henceforth all Senate minutes will be published on the Website. No paper copies will be distributed unless a request is made of the Secretary. You can find this information in two places on the Lamar Website, (1)under committee minutes and (2) under the Faculty Senate heading. Go to www.Lamar.edu for information.  
  
The President also introduced a proposal by Dean Schultz for changes in the wording of the Faculty Handbook for promotion criteria. The Academic Issues Committee will research this proposal. Contact Kevin Dodson for further information or if you have any input that you want considered.  
  
The is still no clear articulation of the Salary Administration Plan by some Colleges. The resolution passed in the November meeting deplored the lack of policy despite the clear mandate of the Texas Legislature that raises be tied to merit and entreated the Lamar University Administration to formulate policy with appropriate faculty participation. This request has not been met. Each College's plan should be posted on the Web.  
  
Regarding the issue of Administrative versus salary increases for chairs (e.g., stipends), no satisfactory answer has been given. Discussion on this issue will continue.  
  
Step raises for promotion in rank are appallingly low. Remuneration for teaching overloads is not consistent across campus. There should be a uniform salary administration plan. The Budget and Compensation committee will look into these issues and generate recommendations to be forwarded to administration.   
  
Job descriptions for the Administrators, including Directors and Assistant Directors, have not been provided. The Administration has been reluctant to respond citing that each job description is different. It was suggested that they look at the job description provided in advertising the job and/or evaluation forms to formulate each job description.   
  
Dr. Deal reported that teaching loads for Deans are encouraged, not required. The Administration is waiting for Dr. Doblin to rule on this issue.  
  
There are perceived inequities regarding Director and Chair titles. Some Directors are on a 12 month contract with paid summer leave; others are not. Some Directors have larger responsibilities than others. There seems to be no identifiable system for such determinations. The Administration agreed that this statement is correct and reported that they continue to strive for an action plan.   
  
The Curriculum Committee should be encouraged to oversee redundant courses being offered under special topics course numbers. The same or similar courses are taught in several departments. It was agreed that someone should oversee this issue.  
  
There appears to be a need for a clear policy regarding how proposed changes to the Faculty Handbook become finalized. For example, section III.6, 4.28 of the Faculty Handbook has apparently deleted the function of the Faculty Senate in its former recommending role without consultation nor notification. The policy for changes in the handbook should include notification and/or consultation of the affected parties.  
  
The Administration has granted space in Gentry Hall for a Faculty Senate office. We are currently looking into the possibility of a Secretary for that office.  
  
There was a question of how the Long Range Planning committee interfaces with the Strategic Planning committee and the Academic Planning Steering Committee. The Long Range Planning committee is for facilities and Academic Planning is for Academics. There is no additional definition in the areas that overlap. These are all in process and will be defined when completed.  
  
Thus far there is a plan to have the Archer Bldg. completed in August. The Psychology bldg. will be next in line for renovation. The Administration assures us that they will use professional movers. The Chemistry Bldg. should be renovated after the Psychology Bldg. The Administration says that significant renovation is needed in the Plummer Bldg. The Maes Bldg. is to be on the list for renovation next year. The Boundary Plan is nearly ready for bids.  
  
  
OLD BUSINESS: If there are any questions about the Software Audit they should be directed to Twyla Baker.  
  
  
COMMITTEE REPORTS:  
Academic Issues Committee: Chair. Kevin Dodson. The committee met with Dr. Kevin Smith to discuss the Academic Planning Steering Committee. The make up of the committee will include nominated and elected faculty and the Faculty Senate President. The ex officio members are on the committee as resource people. The charge of the committee is to coordinate program review. This review will be a top to bottom and bottom to top review. Some of the things that will be looked at are mission statements, general education programs, new faculty lines and program enhancement. It is to assess moderate growth and stability in a 5 year framework dealing with non salary issues. It will look at the department's curriculum reviews regarding courses, adequate faculty, make sure the degree plans are up to date. Dr. Smith stated that no reductions will be made in existing programs. This committee is related to the long range plan. There is a need for a coordinating structure that also looks at the allocation of space.  
This committee will be used to drive a capital campaign. The committee will identify and encourage growth----not survival—growth.  
  
It was pointed out that the Vice President for Information Systems should also be on the committee and that it is imperative that we have coordination in the renovation of buildings, the Long Range Plan and the Academic Plan.   
  
Budget and Compensation Committee: Chair. K.C. Sen reported that the Salary Equity committee has chosen Arthur Anderson. Once the appointment is confirmed an Arthur Andersen representative will address the faculty. The study will address internal issues-discipline and ranks, and external issues- a comparison of our salary to a subset of universities similar to ours.   
In response to a concern that next year the equity will change because the market will change and a question of how the process will reflect the future, Dr. Sen said:  
• The consultant is supposed to give a list of recommendations for the future  
• We will not have enough money to handle all recommendations and the Faculty Senate should oversee the distributions.  
• Details about distributions in the future are vague.  
• The consultant will give a list of common "dos" and "don'ts" for the future, but it is our job to make sure that they are followed.  
One problem is the limited amount of money. 1.8 million has been asked for internal equity, but external equity still remains a monumental problem.  
  
Distinguished Faculty Lecturer Committee: Chair Sarah Tusa reported that Dr. Pam Saur has agreed to Chair the Committee for 2001. We thank Sarah for her success this year.  
  
Faculty Issues Committee: Chair. William Holmes reported that the procedure for the University Professor and Merit Awards need to be investigated. His committee will investigate and report.  
  
Faculty Senate Research and Development Leave Committee: No report.  
  
NEW BUSINESS  
  
Faculty Senate elections are now in progress. Please nominate and vote. It is important that every department be represented.  
  
The Senate was adjourned at 4:15 p.m.  
  
If you have any concerns that you want the Senate to discuss, please contact your Senator or the Senate Secretary: [christine.bridges@lamar.edu](mailto:christine.bridges@lamar.edu) (8600).