MINUTES
FACULTY SENATE MEETING OF NOVEMBER 7, 2001

ATTENDANCE:
Arts and Sciences: Christine Bridges-Esser, Kevin Dodson, Joe Pizzo, Pamela Saur, Donna Bumpus, Bruce Drury, Dave Castle, Vernice Monroe, Max Loges, Walter Sutton, Judy Mann, Sheila Smith, Dianna Rivers, Mike Matthis. Absent: Cindy Stinson, Stephanie Yearwood.
Business: Richard Jones, Celia Varick, K.C. Sen, Frank Cavaliere. Absent: Larry Allen.
Education: Desmond Rice, George Strickland, Joel Barton, Kimberly Griffith, William Holmes.
Engineering: Peggy Doerschuk, Alec Matheson, Valentin Andreev, , David Read, John Gossage. Absent: Hsing Wei Chu.
Fine Arts and Communication: Kurt Gilman, Lane Roth, Steve Hodges, Anne Mattlock. Absent: Travis Almany, Larry Elliott.
Library: Jon Tritsch, Sarah Tusa.
Port Arthur: Mavis Treibel.

CALL TO ORDER
Faculty Senate President Bruce Drury called the meeting to order at 3:00 p.m.

MINUTES
The October 3, 2001 minutes were approved as written; motion by Joel Barton, seconded by Christine Bridges-Esser, passed unanimously.

WEB FOR FACULTY
Judy Ford, Assistant Registrar, made a presentation on the Web for Faculty. Faculty can use this product to view their schedules and class lists, register a student in a course, enter grades for a course, view a student’s schedule or transcript, or view a student’s degree audit, which indicates what academic requirements have been met and which have not been met for the degree.

CAMPUS SECURITY
Dr. John Whittle, Director of Risk Management, and Chief of Police Dale Fontenot made a presentation on campus security issues. They meet periodically with representatives from the U.S. Attorney’s office, the FBI, and local law enforcement agencies to discuss security issues. There are plans on campus for dealing with emergencies including chemical plant releases, hurricanes, etc. Health Center employees and police must stay on campus if there is an emergency.

The biggest problems are evacuating buildings and handling traffic flows. When there is an emergency, a police dispatcher calls Joy Tate in Dr. Simmons’ office. Joy then initiates a chain of calls to the coordinator of each building on campus. Each building coordinator is then responsible for evacuating the people in that building. If all works correctly, it should take 6 minutes to notify all building coordinators. In practice, the best we have ever done is 8 minutes, because often someone does not answer the phone, which means that the chain is broken and the caller must also call all of the people whom that contact was to have called. Dr. Whittle asked faculty senators to urge their departments to have someone near the phones during working hours, since most of the building coordinators are in departmental offices. If you have any ideas on how to ensure that each building gets its emergency notification, please contact Dr. Whittle or Chief Fontenot.

Departments that have vans have been advised to keep the gas tanks full in case of emergency. We have a total of 16 passenger vans that can transport 192 people. The top priority is evacuating the 130 children in the Baby Redbird facility. In addition, students must be evacuated from dorms, and handicapped students and employees must be evacuated. Plans for emergency evacuations are currently being devised. Dr. Barry Johnson is organizing volunteer drivers to help evacuate students from the dorms. If you would like to volunteer, please contact Dr. Johnson.

PRESIDENT’S REPORT
Bruce Drury reported that EVPAA Doblin, in response to recommendations made by the Faculty Senate Ad Hoc Committee on Distance Learning and by the University Committee on Distance Learning, will create a Director of Distance Learning and Continuing Education. The position, to be filled by a national search, will provide academic leadership for two important but somewhat neglected areas.

STUDENT GOVERNMENT ASSOCIATION PRESIDENT
Alisa Hicklin, President of the SGA, reported that the SGA has become very proactive. Several committees have been formed, and these student committees are looking at several areas of interest to students. Alisa asked that faculty help SGA to notify students of upcoming events by announcing them in their classes.

COMMITTEE REPORTS

Academic Issues: Christine Bridges-Esser reported that the committee’s suggestions on the suspension and probation policy have been tabled on the advice of Dr. Kevin Smith. Dr. Smith advised the committee that its proposed amendments would not be approved by President Simmons. He recommended that the issue be tabled until a suspension and probation policy that is acceptable to the President can be found.

Faculty Issues: Bill Holmes reported that this year’s Piper nominee is Hsing Wei Chu. In addition, the committee is still working with Kevin Dodson on what appear to be minor revisions to the faculty handbook. Dr. Holmes attended a faculty evaluation workshop in October. He and other Lamar attendees will be meeting with EVPAA Doblin to discuss what they learned in the workshop and to seek administrative support for making improvements in our process.

Budget and Compensation: Valentin Andreev reported that the committee has been considering the compensation for overloads but has not reached consensus. The Administration agrees that payment for mini sessions is low, and the committee will be considering that at its next meeting. The committee is also considering the amounts granted for promotion. The consensus is that the amount must be raised, and the committee feels that there should also be raises for people who have already been promoted, but the Administration is concerned about the cost of pro-rated retroactive raises. If you have opinions on these issues, please let the committee know. The committee will attempt to have its recommendations with respect to compensation for overloads, mini sessions, and promotion ready for presentation at the December Senate meeting.

Bruce Drury asked that the Faculty Issues and Budget and Compensation Committees examine existing grievance policies as set forth in the Faculty Handbook. There are several different procedures, with no links among them. The procedure for merit pay comes to a dead end with the EVPAA. Kevin Dodson will also address this in connection with updating of the Faculty Handbook.

Faculty Development and Research: Sarah Tusa reported that five applications for developmental leave were received and have been distributed to the committee members. The committee will be meeting this week to make its recommendation.

Distinguished Faculty Lecturer: Pamela Saur reported that Professor Sam Gwynn’s lecture on October 15 was very successful. Dr. Saur acknowledged and thanked the committee, Sigma Nu Fraternity, Sigma Tau Delta English Honor Society, and people all across the campus who loaned assistance, including the President, the post office, police, food service, publicity staff, and people who helped with clerical work. The committee will meet one more time to update the budget and files and make suggestions for next year.

Bruce Drury commended Dr. Saur and her committee for doing an excellent job, and the Senate applauded Dr. Saur for her achievement. Some Faculty Senate funds will be used to provide student assistant help to the committee at critical times next year.

Staff Appreciation Day
Mark Asteris reported that letters requesting contributions have been sent to the faculty and to other contributors. Chartwells prepared three proposed menus: a turkey dinner, a Mexican buffet and an Italian buffet. Their prices have increased significantly since last year. The originally scheduled date of the Friday after Thanksgiving conflicts with a TSUS regents meeting, so the Senate voted unanimously to change the date to February 8. Mark asked for volunteers to help make sure everything is ready about a week and a half prior to the event and to help decorate the morning of the event. If you would like to help, please contact him.

OLD BUSINESS
The Senate briefly discussed follow-up on the evaluation of administrators, but it appears that no action is needed at present.

NEW BUSINESS
1. Salaries on the Web. The Staff Senate has requested that salary information not be posted on the Web. This information was posted on the Web at the request of the Faculty Senate for the purpose of making budget and salary information readily available to faculty. A motion was made by Pamela Saur, seconded by Richard Jones, that the Faculty Senate express its opinion that this information be kept on the Web. Discussion ensued as to whether to keep in on the Web or whether there is some alternative that would make the information readily available to the faculty but not available to those outside the University. A motion was made by Richard Jones, seconded by Alec Matheson, passed, to table the earlier motion until we can determine what alternatives are available. The Budget and Compensation Committee will investigate alternatives.

2. Summer internships. Bruce Drury reported that the Texas Council of Faculty Senates sponsors a summer intern program for faculty with the Coordinating Board for one week, usually the last week of May. Faculty members submit proposals for projects to be performed on site during the internship. The Council selects three or four of these proposals for support. The TCFS pays hotel expenses, and faculty typically can get additional support for other expenses from their university. Interns are given access to information on higher education for the purpose of completing their projects. Applications are accepted between January 15 and March 1. If you are interested, please get an application from Bruce Drury.

3. Dress code. The President of Lamar Orange has sent a memo to his faculty that specifies a minimum standard for dress.

The 2001-02 Senate was adjourned at 4:25 p.m.

If you have any concerns that you want the Senate to discuss, please contact your Senator or the Senate Secretary: israel@ sal.lamar.edu.