LAMAR UNIVERSITY FACULTY SENATE
MINUTES FOR April 3, 2002

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

MINUTES
The March 6, 2002 minutes were approved with the following correction: correct the spelling of Joe Kemble’s name.

PRESIDENT’S REPORT
Bruce Drury reported the following:
1. The Salary Equity Committee presented its report to the faculty this afternoon. If you have a response or concern, pleased send it to Kevin Smith ASAP.
2. There are several important events or meetings in the next two weeks. This evening, renowned novelist E. L. Doctorow will talk about “Why Writers Write” at 7:30 in the Montagne Center. Tomorrow, Dr. Stephenie Yearwood will make a presentation entitled “What Can We do About Academic Integrity” at 4:00 in Room 102 of the Maes Building. On April 11 at 2:00 PM in the Reception Center we have the annual ceremony to honor the new University Professor and Merit Award winners. In addition, the Third Annual Student Research Conference will be held on Saturday, April 20. Presentation abstracts must be submitted to Dr. Kimberly Griffith by April 10.
3. March of Dimes. WalkAmerica will again be on the Lamar Campus. President Simmons wants to use the April 20 event to show off the campus. Encourage your colleagues and students to participate by raising/contributing money and by walking. Lamar contributed less than $3,000 last year. We should do four times that. The Lamar coordinator is Tina Wright (8127). Sarah Tusa and Bruce Drury are also on the committee. We need volunteers to distribute and collect pledge forms. Please help this worthy cause.
4. Lamar University does NOT sell the personal information of faculty, students or staff, but, as noted by Mike Ferguson in the MIRABEAU email, the University must provide addresses under the Open Records Act. A University employee may, however, make confidential his or her personal information by sending a signed statement to Human Resources to the effect that such information should not be released.
5. A revised F2.08 has been distributed for use in the College of Arts and Sciences. Concern had been expressed that it had been promulgated without faculty input. As near as I can tell, the Arts & Sciences Faculty Council and the chairs worked on the revised form.
6. President Simmons and Vice President Doblin have stated that lecturers should be evaluated and fill out F2.08 forms. Lecturers will also be included in the merit raise process.

PRESENTATION ON FACULTY EVALUATION
Bill Holmes, Pat Harrigan, and Oney Fitzpatrick presented ideas on developing a faculty evaluation system that they acquired at a recent national conference on this topic in October. If you would like more information on this, a book that was used at the conference is available. Bills Holmes is a member of a committee created by Vice President Doblin to review existing policies and procedures for faculty evaluation and post tenure review. The committee’s immediate task is to look at the post tenure review process, but it may later go into the faculty evaluation process. The committee may incorporate some of the ideas presented at the conference into our faculty evaluation process.

COMMITTEE REPORTS

Academic Issues: Christine Bridges-Esser reported that the committee recommends that the wording on Vice President Doblin’s proposed policy on the entering of course grades be changed to state that “the professor of record for the class should be responsible for posting the grades”. Bruce Drury will relay this recommendation to Vice President Doblin.

Faculty Issues: Bill Holmes reported that the committee would start discussing what is happening in the post tenure review evaluation committee. The Faculty Issues Committee also discussed the need for a survey of computer labs that are available on campus. This issue was discussed with President Simmons, who indicated that a survey would be performed and the information would be made available, perhaps on the Web. President Simmons will follow up on this.

Budget and Compensation: Valentin Andreev reported that the committee is currently studying pay for overloads and will have something to report at the next meeting.

Faculty Development and Research: Kurt Gilman will present a motion under New Business.

Distinguished Faculty Lecturer: Sarah Tusa and Cindy Stinson reported that three of the five nominees have submitted completed applications. The deadline is Friday. The committee will meet on 4/24 to select the 2002 lecturer.

Staff Appreciation Day: No report.

OLD BUSINESS
Election Rules - Kevin Dodson moved to take off the table the issue of election rules; seconded by Christine Bridges-Esser, approved by the Senate. Dr. Dodson presented new proposed rules for elections to university committees that incorporate elements from Vice President Doblin’s Proposed Plan for Governance of Elections to Academic Affairs Committees. Kevin moved to adopt the proposed election rules; seconded by Dianna Rivers. During discussion, several friendly amendments were offered and accepted and the motion was passed by voice vote. The revised rules are included in Appendix A.

NEW BUSINESS
Development Leave Policy - Kurt Gilman presented the Faculty Development and Research Committee’s motion to make procedural changes regarding the Faculty Developmental Leave Application to allow greater numbers of faculty members to participate in full and partial year leaves. Dianna Rivers seconded the motion. After discussion, several friendly amendments were incorporated. The motion as amended is included in Appendix B. Motion carried.

Nominating Committee - Senators from each College met to designate their College’s representative on the Nominating Committee. The Nominating Committee will meet in two weeks to nominate a President, Vice President, and Secretary for the Senate next year. The committee will be chaired by Joe Pizzo and will present its nominations for Faculty Senate officers at the May meeting. Other members of the Nominating Committee are: Judy Mann, Hsing Chu, Joel Barton, K.C. Sen, Ann Matlock, and Jon Tritsch.

Appendix A

Proposed Rules for Elections to University Committees

1. All faculty representatives on University Committees shall be elected by the faculty members of their respective colleges.
a. All full-time faculty members with the rank of instructor or higher and with at least one year of full-time faculty experience at Lamar shall be eligible to vote for said representatives.
b. All full-time faculty members with the rank of instructor or higher and with at least one year of full-time faculty experience at Lamar shall be eligible to serve as a faculty representative on University committees.
c. Faculty Senate representatives – in cooperation with the Deans’ staffs, Human Resources personnel, and the Associate Vice President for Academic Affairs – will determine which faculty in each college are eligible to serve, and the criteria, if any, for serving.

2. The Faculty Senate delegation of each College, in cooperation with the College’s Dean, shall be responsible for conducting elections in their respective colleges of faculty representatives to University Committees. Said elections shall be conducted according to the following guidelines.

a. The Senate delegation shall solicit nominations for faculty representatives from the faculty of their colleges and then contact each nominee in order to obtain acceptance of his/her nomination.
b. Elections shall be by majority of those votes cast, with one exception as noted below. If no nominee gains a majority, the Senate delegation shall hold a run-off election between the two nominees who received the most votes. In case of a tie yielding more than two candidates, the run-off election will consist of those nominees involved in the tie and shall be decided by a plurality of votes. Run-off elections will be conducted by the Senate delegation.
c. Completed ballots, designed to preserve anonymity, will be returned to the Dean’s office by a date established by the Faculty Senate. Each Dean or his/her designee will be responsible for counting the ballots in the presence of at least one Faculty Senator chosen by the College’s delegation.
d. Elections of faculty representatives to all University Committees shall be completed by October 1st, and the College Deans will report the names of those elected to the Executive Vice President for Academic Affairs at that time.

3. The Associate Vice President for Academic Affairs will publish and disseminate the annual lists of committees and their membership to all Faculty by the end of October. Any changes in committee charges, size, and distribution of representation will be negotiated among the Faculty Senate leadership, the Leadership of the Council of Instructional Departments, and the Executive Vide President for Academic Affairs, who has final decision-making authority on these issues.

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Appendix B

Committee on Faculty Development and Research Faculty Senate Motion

Revision/Procedural changes regarding Faculty Developmental Leave Application to allow greater numbers of faculty members to participate in full and partial year leaves:
1. Developmental Leave Applications that are approved will be ranked using the existing procedures.
2. If an applicant’s proposal is approved, but is not one of the funded projects, the applicant will be given the opportunity to have Developmental Leave with adjusted financial backing.
3. An additional section will be added to the application to allow applicants to indicate a willingness to accept Developmental Leave with adjusted financial backing.
4. An applicant’s willingness will not be considered in the initial ranking and submission process.
5. Applicants with projects that are not approved by the committee will not be endorsed for any form of Developmental Leave.
Other changes, suggested by EVPAA Doblin:
1. Clarify salary to be paid to people who opt for a Summer Session leave.
2. Item 22 in application is incomplete.
3. In item 25 – or in some other place in the packet – it should probably be stated that one-for-one service for the leave is required. That is, someone who obtains a one-year Development Leave is required to return to full-time teaching/research/service at Lamar University for the entire academic year following the leave and similarly for a one semester leave.
4. Clarification of item 29 (statement of amount of funds…).
5. Clarification of statement at bottom of page 4. Possibly: “The following items should be completed only by those applying for summer leave,” and moved just below item 27.

The 2001-02 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: israel@sal.lamar.edu.