Faculty Senate   
Held on: October 6, 2004, 3:00 p.m.   
Held at: 8th Floor, Gray Library

LAMAR UNIVERSITY  
FACULTY SENATE MEETING  
OCTOBER 6, 2004  
Minutes  
  
1. The meeting was called to order by president, Bill Holmes.  
  
2. A presentation was made by Judy Ford, Assistant Registrar, related to Graduate Fair.  
  
3. A presentation was made by Ramona Hutchinson, University Archivist, related to the functions of her office.  
  
4. A motion was made by Mike Mathis and seconded by Sandra Brannan to approve the Minutes of the October 1, 2004 faculty senate meeting.  
  
5. PRESIDENT’S REPORT: Bill Holmes  
  
a. I will be attending the Texas Council of Faculty Senates (TCFS) meeting October 22-23, 2004 in Austin.  
b. We welcome a visitor, Dr. Bruce Drury, former president of the faculty senate.  
c. We welcome two new senators, Dr. Nguyen and Dr. Chilek, who were elected to complete the terms of senators who have retired.  
d. Dr. Simmons has expressed that his preference is to see the existing equity plan completed before or as a part of a new plan.  
e. Attention will be given to the accurateness and timeliness of student evaluation feedback.  
f. Parking policies are to be enforced.  
g. Faculty members do not have to write letters of support for students requesting financial aid.  
h. How to monitor class attendance is left to the discretion of the faculty member.  
i. The consensus of the Executive Committee related to representation of adjunct faculty is that adjunct faculty may seek assistance from a faculty senator in their college and/or request to be placed on the agenda of the Faculty Senate meeting.  
j. I need the results of your elections for the various committee positions.  
k. November 3, 2004 meeting will be held in the Education Building, Room 101.  
l. Those of you who attended the Individual Development and Educational Assessment (IDEA) and the OnlineCourseEvaluations.com presentations should provide feedback to me or your department chair/dean.  
m. The Executive Committee was asked to share with you a copy of a draft of a proposed enrollment incentive program for core offerings during non-standard times. If you have not seen a copy, I will share one with you after this meeting. The proposal has been so popular with some faculty members that they have volunteered to pilot the process to see how well it will work next semester. If you have additional ideas or feedback related to this topic, please notify me or an Executive Committee member.  
n. Starting in 2006, there will be a $25.00 fee for applying to attend Lamar University.  
o. A phrase which could have required external reviews in the promotion process has been deleted from the tenure and promotion materials.  
p. Joe Kemble will represent the Faculty Senate on a committee to study the policy on the distribution of keys to University buildings and facilities.  
q. A letter was read that complimented Lamar faculty.  
  
6. Committee Reports  
  
Academic Issues: Terri Davis  
  
Investigation and research has been conducted in the areas below. A more through report and finding will be given at the November General Meeting.  
  
a. Lee Thompson is chairing the sub committee on department vehicles and student travel. More work needs to be done before issuing a report or resolution.  
b. Nicki Michalski is chairing the subcommittee on grade appeal policy. Extensive work has been completed in this area.  
c. Sandy Braman and Jeff Lacey have been looking into the matter of individual approval students (those accepted without the minimum SAT scores). Some very interesting facts have been discovered in the committee’s investigation of this matter. A report is forthcoming.  
  
Faculty Issues: Hsing Wei Chu  
(Presented by Chris Bridge-Esser)  
  
The committee met on Wed. Oct 13. The draft to review policies on performance evaluation of faculty and post tenure review was discussed. Four areas of concern are being evaluated and discussed. At our next meeting we expect to finish the review and make suggestions for changes.  
  
  
  
  
  
Budget & Compensation: Ann Matlock  
  
The budget and Compensation Committee met on September 8, 2004, and is scheduled to meet next Wednesday, October 13, at 3:00p.m. in conference room 218, Galloway.  
  
a. We revised a questionnaire that has since been sent out to members of the faculty senate , about the process by which faculty are now being informed about their merit and other salary increases. We followed the form of the resolution passed last year by the faculty senate on this issue. Some preliminary results are in and we urge all senators who have not done so, to complete the form and send it in this week, or fill it out today. The result will be reported to the committee next week, and we will prepare a report for the faculty senate. All information shared with the committee is confidential.  
b. Several members of the committee have examined the detailed salary reports that we received in September, and will report on their finding at the next meeting. If there are any problems found, we will report them, with our recommendations, to you at the next meeting of the faculty senate.  
c. We also discussed the question of the pay for overloads for full time faculty, but do not yet have consensus on what action, if any, to suggest on this matter. We also discussed concerns about the FTE requirements for adjunct faculty, a decision of the administration, and referred this question to the meeting of the executive committee.  
d. We also discussed Paul Nicoletto’s concerns about the amount of the monthly stipend for graduate students in his department. Although there are disparities between departments on this matter, the variations were determined to be primarily a departmental matter. For instance, some departments have no funds for this purpose at all, while others have more, because the graduate student pay is being supplemented from grants awarded to faculty for research. We decided not to recommend action at this time, but we do invite concerned faculty to share their ideas about this with us at our next meeting, if they so desire.  
e. A preliminary report from Dave Castle on the equity process will be discussed at our next committee meeting. At this time, it appears that faculty who were originally designated to receive salary equity adjustments have gotten about 40 percent of the promised amount so far. The administration had confirmed that it does plan to find the means to pay the entire amount promised to the faculty to whom equity is owed.  
  
  
Development & Research: Rick Altemose  
  
a. Dr. Paul Nicoletto was kind enough to offer a workshop on how to apply for a development leave on September 15th and again on September 22nd.  
b. Five faculty members applied for leaves by the October 4th deadline.  
c. George Strickland/Bill Holmes will receive the completed forms by November 1st, and will distribute them to the committee members.  
d. The committee will meet on November 10th to evaluate and rank the applications.  
e. Recommendations of the Committee will be reported to the Faculty Senate on December 1.  
f. Recommendations of the Faculty Senate will be reported to the Provost by December 6.  
  
Distinguished Faculty Lecturer: Dianna Rivers  
a. Dianna reminded the senators of the Distinguished Faculty Lecture, Monday, October 18, 2004, 7:30 pm by Dr, Terri Davis on “Politics and Dissent: the Constitution in Time of Crises” in the University Theater and the reception following in the Dishman Art Museum. Last month Dianna covered in detail the four function of the DFLAC, which are summarized in the minutes, and, briefly are the following: 1) Dinner, Lecture, and Reception for the event; 2) Invitations; 3) Public Relations; and 4) Publication of the program document, which is also sent to state and national libraries.  
b. Dianna stated that the Committee’s diligent efforts are intensified at this time to make this year’s program again one of the best. The Committee met as a whole on September 8, and will meet again Wednesday, October 13, 2004, 3 pm, room 106 of the Family and Consumer Science Building. She thanks the Committee for their dedication, talents and time.   
  
7. There was no Old Business.  
  
8. There was no New Business.  
  
  
  
9. Open Discussion/Comments:  
  
a. There was a lengthy discussion about student evaluations. It was mentioned that two programs were presented for faculty review, but no commitment has been made by the university.  
b. There was a discussion about setting office hours to answer student’s e-mail.  
c. There was concern about faculty web support and if it were possible to have a new vendor for web courses.  
d. A question was raised about whether out-of-state tuition would be charged to a student after taking a course three times.  
  
10. A motion to adjourn was made by Alec Matheson and seconded by Valentin Andreev.