LAMAR UNIVERSITY
FACULTY SENATE MEETING
SEPTEMBER 1, 2004
Minutes

1. The Meeting was called to order by Faculty Senate President , Bill Holmes at 3:00 pm, Wednesday, September 1, 2004
2. Senators present were: Sandra Brannan, Peggy Doerschuk, George Irwin, Paul Nicoletto, Christine Bridges, Terri, Davis, Rick Altemose, Valentin Andreev, Dave Castle, Paul Green, Martha Rinker, Dianna Rivers, Le Thompson, Emma Hawkins, Mike Mathis, Steve Zani, Jim Cammack, Larry Allen, Jai Young Choi, Fara Goulas, George Strickland, Bill Holmes, Bernadette Moore, Paul Corder, Men Jao, Hsing-wei Chu, John Gossage, Kurt Dyrhaug, Jeff Wisor, Ann Matlock Sumalaj Maroonroge, Nicki Michalski, Jeff Lacy, Rick Dyson, and Joe Kemble.

3. A presentation plaque was made to Peggy Doerschuk for recognition of services as president of the Faculty Senate for 2003-2004.

4. A motion was made by Valentin Andreev and seconded by Nicki Michalski to approve the minutes for the May 2004 Faculty Senate Meeting. The motion carried.

5. President, Bill Holmes report was prefaced by offering five areas of priority for 2004-2005: faculty salaries, new equity planning, faculty development and research, more faculty, enhance communication. He further indicated that:

1) A committee has been formed to consider the issue of the promotion of full time, non-tenure track faculty at Lamar University. The Committee members are: Randy Babin, Hsing-Wei Chu, James Esser, Lula Henry, Tom Mulvaney and Sheila Smith.

2) The committees for the evaluations of Deans Nichols and Bradley have been formed.
(1) Nichols – Pam Saur, Bruce Drury, Jim Love, Jean Andrews and Christine Bridges-Esser
(2) Bradley – Hsing-Wei Chu, Lynn Godkin, Jim Jordan, Fara Goulas and Ann Matlock

3) A draft policy on email communication and electronic office hours will be written and circulated for discussion and input (Faculty Issues).

4) A Salary Equity Committee will be formed soon; six elected members, three appointed by Dr. Doblin to ensure that all ranks are represented (Assistant, Associate, and Full Professor); elections to take place in the fall.

5) A plan for research incentives will be implemented. The draft discussed last year is undergoing some modification and will be disseminated.

6) The schedule related to faculty promotion and tenure, along with new forms and procedures, has been published.

7) You have received for comment what is hopefully the final version of both the revised F2.08 form and Section 43 of the Faculty Handbook. The Committee working on this project (Valentin Andreev, Mark Asteris, Doug Boatwright, Bob Culbertson, Steve Doblin, Bill Holmes, Howell Lynch, Cruise Melvin, Jimmy Moss and Brenda Nichols) has been meeting since April of 2002 in an effort to complete this charge. This “May 2004 Version” reflects compromises on the latest round of comments from the various constituencies relative to peer review and goal setting. The Faculty Issues Committee will review this material and report on it at the October Faculty Senate meeting.

8) The Faculty Issues Committee has a list of the Deans and Chairs who are to be evaluated each year through 2007.

9) The Budget and Compensation Committee has
a) a list of conditions that must be met by adjunct faculty if they are to participate in the group benefits program,
b) Budget worksheets showing breakdown of equity ($250,000) and merit increases (2%).

10) The Academic Issues Committee will review for comment a new Grade Appeal form.

11) Encourage colleagues to consider applying for development leaves for 2005-2006.

12) The College of Business and the College of Education and Human Development will each elect a new Faculty Senator to finish the terms of retiring Senators.

13) Elections to University Committees:
a) Representatives from Engineering for the Honors Council (1), the International Student Affairs Committee (1), Registration and Grading Committee (1), Student Advising and Retention Council (1), Library Committee (1), Educator Preparation Council (1), Academic Information Technology Committee (1).
b) A representative from Education for the Promotion Committee,
c) A representative from Arts & Sciences from the Curriculum Council and the Registration and Grading Committee (1).
d) A representative from Fine Arts and Communication for the Graduate Council (1) and the Curriculum Council (1).
e) A representative from the Faculty Senate for the Academic Information Technology Committee (1). Will elect under new business.

14) Distinguished Faculty Lecturer Lecture Monday, October 18, 2004 at 7:30 p.m. Committee Report later.

15) Review modification of the Faculty Senate Bylaws concerning elections in Appendix A of the Minutes for May 5, 2004.

16) Good news! Enrollment continues to increase.

17) November 3, 2004 meeting scheduled for 3:00 p.m., Room 702, Library.

18) TSUS Board approved Facilities Master Plan developed by Long-Range Planning Committee.

19) Dr. Hollis Lowery-Moore has joined Lamar as the new Dean of the College of Education and Human Development.

20) The Faculty Senate Ad Hoc Committee on campus-wide needs presented a proposal for a Faculty Technology Support Center and a proposal for a Center for Faculty Development and Research to the Campus Survey of Needs Committee. It is hoped that these proposals would be fully funded through the capital fundraising campaign, if not earlier. However, in the meantime, in preliminary discussions with the President and Provost, it appears they support the Faculty Senate’s proposals and will take steps to support and enhance faculty development, research efforts and the securing of external funding.

21) Lamar continues to be one of the least expensive universities to attend in Texas.

22) There will be meetings with developers and vendors of standardized course evaluation programs on September 24 (Idea Center-Kansas State University) and October 1, 2004 (onlinecouseevaluations.com). Faculty 1:15 p.m. – 2:45 p.m., Landes Auditorium.

23) Fara Goulas will serve as the Faculty Senate representative on the Search Committee for a new director of Human Resources.

24) Lamar University will participate in a survey of higher education faculties which will be conducted in October, 2004. Please respond when you receive the survey form.

6. Committee Reports
Academic Issues: Terri Davis

The Academic Issues Committee established an initial agenda for the 2004-05 year.
1. 2004 Faculty Survey results on use of adjunct faculty
2. Student travel; university vehicle and department vehicle use
3. Procedures for students appealing course grades
4. "Special exception" students; SAT scores and special admission to university

Faculty Issues: Hsing Wei Chu, Chair

The Faculty Issues Subcommittee will meet on September 8, 2004.
The agenda items for this year will include:
1. Proposed changes in faculty evaluation process and post-tenure review process
2. Proposed changes in promotion and tenure process
3. Dean and chairman evaluations
4. Faculty-student ratio
5. Piper Professor nomination
6. Timing of student evaluation results
7. Policy on e-mail communication
8. Policy on electronic office hours for faculty

Budget & Compensation: Ann Matlock

The Budget and Compensation committee will have its first meeting of the 2004-05 academic year on Wednesday, September 8 at 3:00 p.m. We will work on priorities for the coming year. Since new policies are supposed to be in effect on the reporting of merit and equity raises to faculty, we will be surveying the faculty senate at the next meeting to learn how this is working. We will also discuss concerns from faculty such salaries for overload pay and equity issues.

Development & Research: Rick Altemose

Proposed agenda for 2004-2005
1. September & October: promoting applications for this year’s development leaves
2. Workshop with Paul Nicoletto, 1 pm on Wednesday, September 15
3. November: evaluation and ranking of applications for development leaves
4. December and following: evaluation of development leave process, suggestions for changes
1. application form
2. rating form
3. Provost’s suggestions
4. other universities’ development leave process

Distinguished Faculty Lecturer: Dianna Rivers

My thanks to the hard working and talented Distinguished Faculty Lecture Award Committee (DFLAC) members, with representation from the faculty, staff, retired faculty members, community members, President of the SGA, and the Deans and Chairs of the University. The Faculty Senate members are: Larry Allen, Kim Chalambaga, Steve Zani, and Celia Varick. Last Spring the Committee conducted the important function of selecting the Distinguished Faculty Lecturer, Dr. Terri Davis, for the 2004 event. Entergy Texas and the Faculty Senate sponsor the event.
Now, with the event upon us, October 18, 2004, the DFLAC is intensifying its efforts in preparation. We have four main functions that we are carrying out. The first function is that of preparing the dinner for approximately 100 invited guests from the community, including Entergy Texas, the university, and guests of the lecturer. We also ensure that the lecture hall, the University Theater, is ready and equipped, since we expect over 500 attendees. The second function is getting invitations sent to the guests, faculty, and students. The third function is publicity for the event in the community and university. The fourth function is getting the lecturer’s publication edited, submitted to the printer, and distributed to the lecture attendees on October 18, and to the libraries throughout the state and nation.
The DFLAC will meet next Wednesday, September 8, 2004, at 3 pm, in room 106 of the Family and Consumer Science building. In October, we meet again on October 13, 2004, and then again in November for a follow-up meeting. Beginning in November, Dr. Fara Goulas, will assume Chair duties, and I will provide orientation, using the Guideline and Timeline book I have assembled.

7. Old Business

8. New Business:

1) A motion was made by Terri Davis and seconded by Valentin Andrev to elect John Gossage as the faculty senate representative to the Academic Information Technology Committee. Peggy Doerschuk made a motion that John Gossage be elected by acclamation. After a second, he was elected.
2) The president referred a concern by Paul Nicoletto about the insufficient salary of graduate students to the Budget and Compensation Committee.
3) The president referred a concern by George Irwin concerning timely return of student evaluations to the Faculty Issues Committee.

9. Open Discussion/Comments

1) A concern was raised that Lot 51 is always full and the faculty have trouble finding parking. Bill Holmes said that this will be discussed with Drs. Simmons and Doblin at the next meeting.
2) Another concern was that faculty was asked to write letter for financial aid status of students.
3) Moreover, it was a concern that faculty are asked to take roll and report students who are not attending to determine their financial aid status.
4) A concern was voiced that students in the dorms were asked to take down a political poster.
5) Finally, an inquiry was raised about Administration’s intent as to whether faculty will receive their planned equity raises in full, or does Administration intend to not follow through on the initial equity proposal.

10. A motion to adjourn was made by Fara Goulas, seconded and the meeting was adjourned.