

**FACULTY SENATE MINUTES  
SAM HOUSTON STATE UNIVERSITY**

12 February 2015

3:30 p.m. – 5:00 p.m.

Austin Hall

**Members Present (24):** ~~Chantal Allen (COBA), Nancy Baker (CHSS), Jonathan Breazeale (COBA), Don Bump (COBA), Madhusudan Choudhary (COS), Donna Cox (COE), James Crosby (CHSS), I Dowdey (CHSS), Karla Edison (COE), Mark Frank (COBA), Deborah Hatton (COFAMC), Richard Henriksen (COE), James Landa (COHS), Paul Loeffler (COS), Dennis Longmi Sheryl Murphy-Manley (COFAMC), David McTier (COFAMC), Diana Nabors (COE), Oden (COHS), Stacy Ulbig (CHSS), Dwayne Pavelock (COS), Lisa Shen (NGL), Doug Ullrich (COS), Tony Watkins (COFAMC)~~

**Members Not Present (7):**

Helen Berg (COE), Tracy Bilsing (CHSS), John Domino (CHSS), Randy Garner (CJ),

To apply for the FAST award (<http://www.shsu.edu/centers/eureca/fast-award-program/index.html>), the faculty applicant would complete the research proposal and the final report, while the

## **Consensual Relationships Policy**

Senators were also disappointed to learn that a new policy section on consensual relationships was added to the existing Human Resources policy on Conflict of Interest (policy E-8, <http://www.shsu.edu/dotAsset/eb395aa5-5aa6-41e1-ad66-f8ba2b3ab0a6.pdf>) without any official notifications to the SHSU community.

When asked about this policy change, Provost Hebert explained that HR policies do not follow the same review process as academic policies. Dr. Baker also pointed out that the revisions do seem to incorporate some of the senator feedbacks on the previously proposed Consensual Relationships Policy draft, and it was Mr. Hammonds himself who informed Chair-elect Lisa Shen of the changes. Therefore, Dr. Baker asked senators to focus on making suggested revisions to the Conflict of Interest Policy at hand, so the recommendations can be shared with Mr. Hammonds before the next policy review date of April 1, 2015.

One senator pointed out that while the policy language on consensual relationships has softened compared to the previous policy draft, the same essential problems remain. First, the requirement for relationship disclosure between colleagues who may be evaluating one another fails to





Senator Frank and the COC will prepare the general faculty vote, which, tentatively, will be presented as an additional question on the annual faculty survey in late spring. Senate will hold off from amending the Bylaw until after the general faculty vote.

### **Faculty Affairs Committee – Privacy Rooms on Campus**

(Please see Related Documents for the full report)

Senator Hatton introduced the FA report for Senate discussion. Currently, the University has one multi-purpose privacy room, located on the second floor of the Lowman Student Center. The purpose of this privacy room is to accommodate the needs for nursing mothers, diabetics in need of insulin shots or pump refills, and transgendered students.

The FA report presented a number of findings that highlighted the need to improve the availability and access to privacy rooms for the SHSU community. In particular, the Patient Protection and Affordable Healthcare requires that all employers with more than 50 employees to provide an appropriate room for nursing mothers. Although SHSU is in compliance of this requirement, a single multi-purpose room simply cannot adequately address the privacy room needs of the entire university community across three campuses.

Many senators voiced support for the FA report recommendation to increase the number of privacy rooms on campus. However, a number of senators felt that the second recommendation on the report, which called for provisions of working mother friendly programs, including on-campus childcare facilities, was beyond the scope of the report findings. While senators agreed that these are also important issues, many felt the recommendation for on-campus childcare services would be

*Motion passed (18 ayes, 1 abstention)*

Dr. Baker will share the endorsed recommendation and inquire about feasibility of a campus childcare service with the Provost.

**Meeting adjourned at 5:03 pm**

**Faculty Senate  
Chair's Report  
12 February 2015**

**Uncompensated Independent Studies & Overloads**

At CHSS, Dean Zink is looking into the unfair compensation practice in some departments of department chairs taking credit for faculty members' independent study courses.

Dr. Hebert explained that originally, since no one was supposed to receive compensation for teaching an independent study, department chairs had served as their departments' placeholder for the independent studies credits generated. However, he acknowledged that some department chairs have actually been using these credits, rather than allowing the credits to sit unused (which is what they were supposed to do with those credits).

I informed Dr. Hebert that the problem of some chairs receiving compensation for independent studies actually taught by other faculty in their departments is a problem that is university-wide, not limited to a couple of departments in CHSS.

Dr. Hebert encouraged Faculty Senate to send to Deans Lacourhow to extend the FMLA benefits. The support for an extension of FMLA benefits and emphasized that he sees such an extension of benefits as allowing for better planning and more consistent coverage of teaching responsibilities for a given semester.

Dr. Hebert also informed us that the Student Government Association will be discussing maternity leave from the perspective of student interest in course quality consistency.

I have also received e-mail from a senior member of the Math Department expressing vigorous support for an extended maternity leave policy (a semester's leave) as essential to recruitment and retention of female faculty in STEM fields.

**Smoking Policy**

We discussed the TSUS system-displeased with the recent conflict outside of the Lee Drain

Building (LDB) over smokers smoking directly beneath an air vent, causing an entire lab to be rendered unusable and unsafe for faculty or student workers; in particular, Dr. Hebert was appalled that a couple of the students who were smoking behaved in



a menacing fashion towards Assoc. Dean Anne Gaillard when she approached them, explained the problem, and asked them to stop smoking.

Kevin Morris, Chief of the UPD, has said in future that LDB faculty with such a problem should contact the police department, who will handle the situation. The provost has also now offered that the LDB faculty should contact him directly, and he will immediately walk over and talk to the students himself. Hopefully, these two options will help curtail the problem at the LDB.

The provost said that he would like to see an addition to the smoking policy to prohibit explicitly the use of e-cigarettes within university buildings, because such behavior creates a significant distraction from and hindrance to the mission of the university.

### **Parking for loading/unloading for faculty**

Dr. Hebert suggested that Faculty Senate contact Kevin Morris, Chief of the UPD. He also suggested providing Mr. Morris with some possible solutions, such as issuing a floating hang tag for each building liaison.

I would like to see the University Affairs committee draft a list of possible solutions that (o) 3(m)-6(m) (ttee d) (r) 6(af) 5(t a lit) 0) 2(t o)-6(m) (tr) 6(af) 5(t a lit) 0) 2(t o) ueeantatig ha

Academic Affairs. Mr. Hammonds seems to have taken Faculty Senate's feedback on the original consensual relationship policy draft into consideration when making revisions; the current wording is less intrusive than the draft Senate had seen previously. Dr. Hebert said that Faculty Senate is welcome to review the newly updated policy and offer comments, which I will submit to Mr. Hammonds through the provost. According to the Human Resources website, the next update of the consensual relationship policy is slated for April 1, 2015.

**Inaccuracies in The Houstonian's coverage of Faculty Senate**

An article in The Houstonian on February 2, 2015 ("Faculty senate reveals agenda for upcoming semester" available online at:

## MEMORANDUM

**To:** SHSU Faculty Senate  
**From:** Committee on University Affairs  
**Date:** May 5, 2014  
**Re:** SHSU Relationship with Higher One

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**Purpose.** The purpose of this memorandum is to convey to the SHSU Faculty Senate the work of the Committee on University Affairs in its review of the relationship of SHSU with Higher One – the institution with whom SHSU contracts for identification cards and checking accounts for students, faculty and staff.

**Background.** On April 24, 2014, Dr. Renee James, Chair of the Faculty Senate, for.9(f6)2(r)-641

A response to Dr. Smith's email was scribed by Dr. Kristy Vi  
She assured Dr. Smith that the interests of SHSU aligned with th

The senate discussed the emails, confirmed the points raised by I

**Meeting.** On Monday, May 5, a meeting was held at the offic

**Issue #3.** Are applicants incurring liabilities by putting forth false information to a financial institution?

*Finding.* Since applicants are not applying for credit of any kind, no liabilities are incurred.

**Issue #4.** Higher One is or has been the subject of multiple investigations and settlements for “predatory” marketing practices.

*Finding.* Higher One is a bank, but our arrangement with them does not allow them to market credit services to our students. They are also not allowed to sell student information to marketers of credit services.

Until about two years ago, Higher One charged students overdraft fees on their accounts if they became overdrawn. These fees were substantial - \$29 for the first overdraft, \$38 for subsequent overdrafts. Students who were previously unbanked and uneducated on checkable deposits would frequently overdraft their accounts and incur large fees. If there was a fault with Higher One, it was that they did not attempt to notify account holders that they could avoid these fees by keeping sufficient funds in their accounts. Now, tighter restrictions prevent students from becoming overdrawn as often.

*Aside: A common practice in the banking business (until regulatory rule changes two years ago) was to process charges in a particular order so as to put an account holder in overdraft when in fact the account was ~~not~~ overdrawn.*

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# FACULTY SENATE RESOLUTION

## **Practices for Faculty Evaluation and Merit Salary Increases**

### WHEREAS

All University personnel are required to follow published university policies.

### WHEREAS

Academic Policy 820317 outlines the specific criteria for faculty evaluation, Academic Policy 800722 outlines the procedures for determining merit salary increases based on evaluation outcomes, and Academic Policy 900417 outlines the criteria for faculty reappointment, tenure, and promotion.

### WHEREAS

It has come to the Faculty Senate's notice that Academic Policies 820317 and 800722 have not been followed uniformly in some Colleges to determine merit salary increases. Examples of non-adherence include deviations from using criteria applied in the annual Faculty Evaluation System for merit determination, and setting different performance expectations of faculty by academic ranks.

### BE IT RESOLVED THAT

Evaluation practices in all Colleges must adhere to Academic Policies 820317, 800722, and 900417, when assessing faculty and awarding merit salary increases. It is expected that all Colleges develop properly vetted and published criteria for faculty evaluation of merit salary increases, and present the criteria to faculty before the evaluation period begins.

## FACULTY AFFAIRS REPORT

**To:** SHSU Faculty Senate  
**From:** Committee on Faculty Affairs  
**Date:** Feb 12, 2015  
**Re:** Expanding the number of Privacy Rooms on Campus

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**Purpose.** The purpose of this report is to relay the efforts of the Committee on Faculty Affairs [FA] with regard to expanding the number of privacy rooms on SHSU campuses. The committee met to discuss the issue on January 22, 2015.

**Current SHSU Policy.** It is the committee's understanding that there is only one privacy room on the SHSU campus. This room is located in the LSC and is used by lactating mothers, diabetics and transgendered students.

**Committee Charge.** FA was asked to review the current state of the

three. To accommodate students, faculty and staff at The Woodlands Center, an additional room needs to be established at that location. Furthermore, with the opening of the University Park (Tomball) campus a sixth room will need to be identified.