



- SHSU has been granted preliminary approval for a degree program in Nursing. Fall 2010 is the anticipated date for the first entering class. Huntsville Memorial Hospital is to provide a wing for hospital-related activities and technical equipment.
- Legislative budget items are being proposed in stages thus funding for faculty salary increases is still an unknown.
- SHSU has preliminary agreement for seven acres at adjacent to the University Center in Woodlands. We have agreed to shared use of the facility (75%-25%, SHSU-Lone Star College) during the day. We anticipate completion during the spring of 2011.
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# **Faculty Affairs Committee Report**

## **Report on the Chair Evaluation Process**

**April 2, 2009**

### **Overview of the Issue:**

- Department chairs have numerous responsibilities. They teach classes, engage in research, and provide invaluable services for their department, college, and the University. Unlike other faculty members, however, department chairs do not have a formal workload policy, nor do they have a specific performance evaluation process.
- After discussions with the each of the relevant college deans by members of the Faculty Affairs Committee, it is clear that the only formal device used to evaluate chairs is the Chair Performance Evaluation survey given annually to faculty members by Academic Affairs (see Attachment A).

### **Concerns:**

- Hardcopies of the Faculty Handbook (available in the library) specifically state that the continued appointment of department chairs is to be reviewed every three years by faculty members (see Attachment B). This policy does not appear in the online version of the Faculty Handbook. Moreover, research by members of the Faculty Affairs Committee indicates that this three-year review practice has not been widely maintained by all of the colleges (the College of Education and College of Humanities and Social Sciences have preformed best in maintaining this practice).
- Issues of accountability and transparency may also arise since pay increases for department chairs come from the same pool as merit increases for faculty. Unlike department chairs, however, faculty members are subject to both the Faculty Instructional Workload Policy (Academic Policy Statement 790601), and the Faculty Evaluation System (Academic Policy Statement 820317). Perhaps unsurprisingly, the average merit increase across all colleges during the 2008 FES period for faculty members was \$1,659.<sup>1</sup> By contrast, the average merit increase for department chairs was \$2,442 (47% more).<sup>2</sup>

### **Recommendation:**

The Faculty Affairs Committee recommends the creation of a formal chair workload policy (along the lines of the Faculty Instructional Workload Policy, see Academic Policy Statement 790601), and the creation of a specific chair evaluation policy. The chair evaluation policy should reflect the guidelines articulated in the workload policy, and should reaffirm the practice of allowing faculty members to review the reappointment of chairs every three years.

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<sup>1</sup> If faculty that did not receive a merit increase are excluded, the average merit increase for faculty increases



# THE FACULTY HANDBOOK

SAM HOUSTON STATE UNIVERSITY  
Huntsville, Texas



*A Member of The Texas State University System*

**EFFECTIVE:**

September 1, 1980  
Revised, April, 1982  
Revised, April, 1983  
Revised, May, 1984  
Revised, September, 1986  
Revised, September, 1989  
Revised, November, 1990  
Revised, September, 1991  
Revised, October, 1995

Sam Houston State University is an Equal Opportunity/Affirmative Action Institution

[REDACTED]

[REDACTED]

[REDACTED]

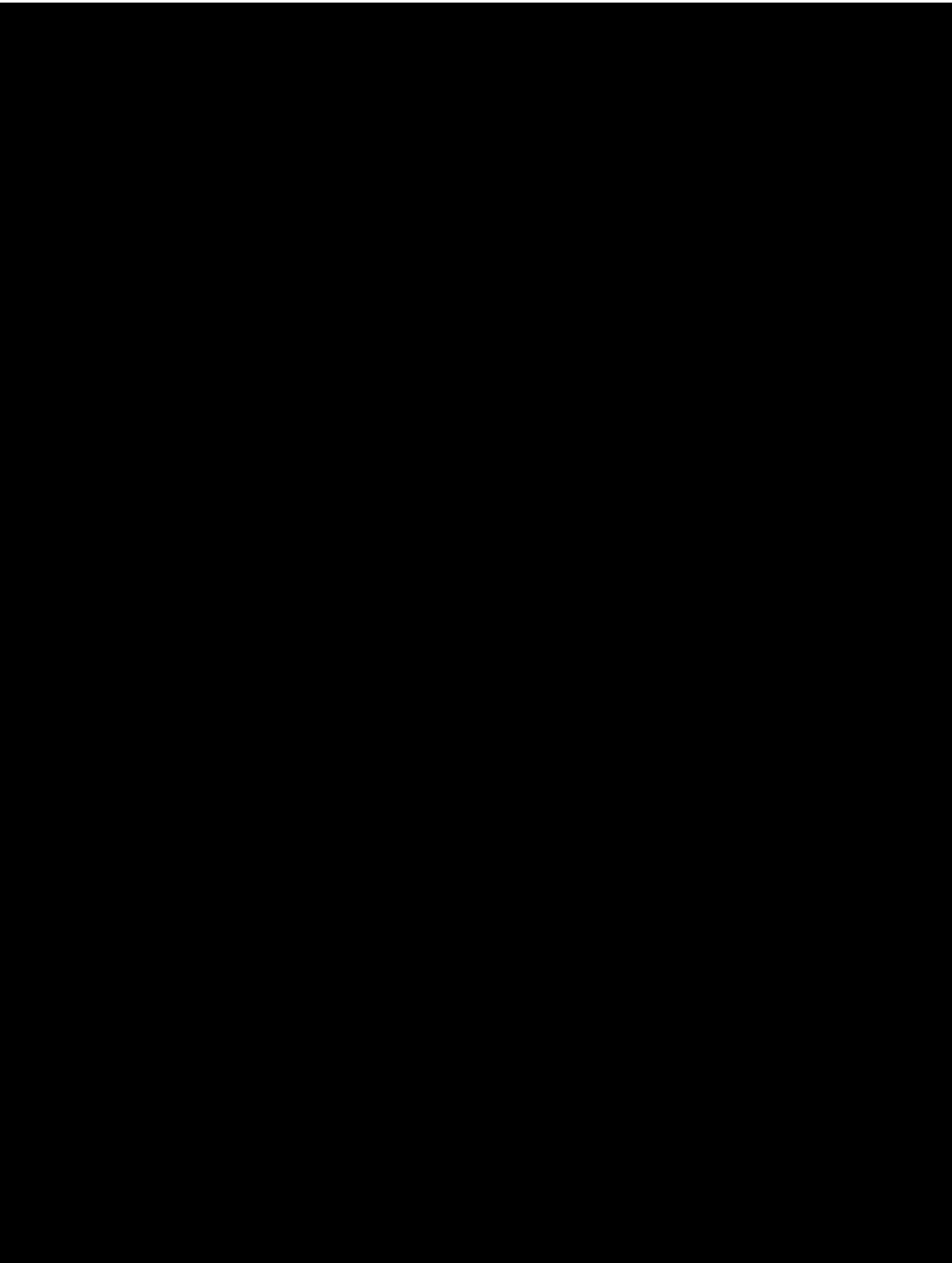
[REDACTED]

**Evaluation of Academic Administrative Personnel**

Faculty members have the responsibility and privilege of evaluating annually their immediate

[REDACTED]





Comments, questions and discussions filled the remainder of the hour. In concluding his visit Congressman Brady again thanked Dr. Edmonson and President Gaertner for the warm and honest exchange of ideas.

The meeting concluded at 9:55.

Respectfully submitted,  
Paul A. Loeffler