#### MINUTES

The Executive Committee of the Faculty Council met Wednedsay, May 11, 1977 in the Board Room with Chairman Collins presiding. Members present were: Burford, Stewart, C. Bell, Cummins, Davis, Keho, Kimmel, McPherson, Mogan, Nelson, Smith, Strauss, Tereshkovich, Terrell, Vines and Wilson. Present as guests were: Vice President for Academic Affairs, Charles S. Hardwick; Student Association representatives David Sterrett, Vice President for Internal Affairs; Ronnie Bobbitt, Vice President for External Affairs; Dr. Paul Woods, member of the ad hoc committee on faculty accompanying the football team to out-of-town games; Ben Newcomb, member of the ad hoc committee on Faculty Charter Revision; Helen Brittin and Neale Pearson, recently elected members of the Executive Committee.

Ch. Collins called the meeting to order at 2:13 p.m. and welcomed the guests.

# I. MINUTES OF THE APRIL 13, 1977 MEETING

Smith moved approval of the minutes of the April 13, 1977 meeting as circulated. McPherson seconded. The motion passed.

# II. ANNOUNCEMENTS FROM THE CHAIR

- a. Two letters were written to Dr. Mackey: the first, informing him of the Faculty Council elections and the election of the Executive Committee officers; another informing him of the recommendations of the Committee on Committees regarding changes in University Committees and Councils.
- b. A letter was written to Mr. Bill Barnett, President of the Ex-Students
  Association thanking him for that organizations recent contribution to
  Tech; and a most courteous acknowledgment was received.
- c. Letters have now been written to all candidates participating in the Haculty Council elections.
- d. Letters were written to committee chairpersons thanking them for their Annual Reports or reminding them that such reports were due. Annual Reports have now been received from all committees.
- e. One item from the business of the Academic Council meeting of April 26, 1977 may be of particular interest to this group and that is Faculty Development Leaves. Deans were asked to consider guidelines such that a college would not be eligible for leaves in consecutive years.

Discussion of the proposed guidelines for determining the eligibility of those who are considered for Faculty Development Leaves arose and Nelson suggested that this committee's feelings should be made known by their vote to endorse the following statement: "No one should be disqualified from applying for Faculty Development Leave on the basis of leaves being awarded previously to members of his or her department or college and all applications ought to be judged simply on the basis of their inherent and the ability of the person to fulfill the task that he or she is projecting or proposing, department or college not withstanding."

The endorsement of the statement passed, with some members dissenting

- f. In complying with an earlier request from this committee that the chairman gather additional information on the Teaching Effectiveness Committee, Ch. Collins reported tht he had talked with Charles Hardwick, Vice President for Academic Affairs; Mary Owens, Associate Dean, Arts & Sciences & Proffessor, Physical Education; and to Duane Hoover, Associate Professor of Business Administration and Chairman of the ad hoc Teaching Effectiveness Committee. The first discovery was that there is no inherent relationship between the proposed Teaching Effectiveness Committee of the University and whatever Teaching Effectiveness Committees there may be in the colleges. Recently the committee applied for a government grant but was turned down. It felt that one of the reasons the grant was not obtained was the committee's lack of official status with the University. This prompted the recommendation that it be put on an official basis. At this point it seems likely that the President may act to make this an official University Committee.
- g. Ch. Collins announced that the Faculty Council Office will move next week (probably on Monday, May 16th) to the basement of the west wing of Holden Hall.

#### h. Other Announcements

- 1. The position of Director of Admissions & Records will, it appears, be filled relatively soon. Several members of this committee have been invited to interview applicants.
- 2. President Mackey has yet to deal with the possible change in the Crievance Committee Charge. Again, he said that he would do this as soon as the semester is over.
- 3. Haskell Taylor, Chairperson of the Retired Faculty and Staff Committee, has written a letter to the President resigning from that position. Ch. Collins received a copy of that letter and in it Dr. Taylor expressed his hope that the committee would continue to function.
  - Ch. Collins asked for a directive from this committee to write a letter of appreciation to Dr. Taylor thanking him for his work on that committee over the past several years. Cummins moved that this committee authorize Ch. Collins to write such a letter. Kimmel seconded and the motion passed.
- 4. From the minutes of the Tenure & Privilege Committee dated May 4, 1977, Ch. Collins read an update on an interpretation by that committee, which he noted in the Executive Committee meeting of March. The updated fuling reads as follows: "The phrase 'all years of full-time past service at Texas Tech University' refers only to past service in a tenure-acquiring position, whether or not such service is interrupted by periods of non-employment at Texas Tech University. This interpretation of Item B-3 is subject to the exception provided for persons employed by Texas Tech University in a visiting professorial rank in accordance with the Committee's Ruling of February 21, 1977".
  - Ch. Collins reported that he has information which suggests that the President is considering the appointment of an ad hoc committee to undertake the following:
  - a. To make recommendations regarding the procedures by which tentre is granted.

- b. To review the current Tenure Policy.
- c. To determine the function of the Tenure & Privilege Committee

Membership of this proposed committee would probably be the Chairman and one other member of the Tenure & Privilege Committee, the Chairman and one other member of the Executive Committee, the Vice President for Academic Affairs, and one other representative of the University administration. It was assumed by consensus that the Chairman of the Executive Committee would, when it becomes appropriate, choose the second member from the Executive Committee.

Nelson made a motion that the Executive Committee urge the President in setting up the committee to invite AAUP to recommend a delegate whom he could appoint as a member of that committee to take part in its delignerations and decisions. Smith seconded. Strauss moved to amend the notion to include "and TACT" wherever AAUP occurs. Mogan seconded. The amendment failed by a vote of 6 for, 7 opposed. The Nelson motion passed, 8 for, 5 against.

# III. REPORT OF AD HOC COMMITTEE TO DETERMINE HOW FACULTY WILL BE SELECTED TO ACCOMPANY FOOTBALL TEAM ON OUT-OF-TOWN GAMES - KIMMEL

Kimmel made a motion that the Executive Committee accept the report of this ad hoc committee and approve the recommendations. Wilson seconded. The motion passed.

The report and recommendations as revised by the committee members follows:

#### 1. RATIONALE

The Committee deems the practice of inviting university faculty to attend out-of-town foolball games as being a gesture of good will extended by the Men's Athletic Department to the faculty of this University.

Inasmuch as the invitation comes from the Men's Athletic Department, the role of the "ad hoc" committee is to facilitate the selection process.

# 2. MECHANICS FOR SELECTION PROCESS

- (a) On March 1 of each year, the Chairman of the Men's Athletic Council will request that the Chairperson of the Executve Committee of the Faculty Council appoint an ad hoc committee to suggest names of faculty who have either to attend, or who have been recommended to attend out-of-town games.
- (b) The appointed ad hoc committee will be composed of faculty from the various colleges and School of Law, with at least one representative from the Men's Athletic Council.
- (c) The ad hoc committee will suggest two names of faculty and two alternates (in the event the faculty named first are unable to attend) for each out-of-town game, dependent upon space available for guests; the completed list will be submitted to the Men's Athletic Department in order that invitations be extended by the Athletic Director.

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# 3. CRITERIA TO BE EMPLOYED IN THE SELECTION PROCESS.

- (a) Only faculty who have not previously been guests of the Men's Athletic Department will be considered each year to attend out-of-town games.
- (b) Alternates who have not attended an out-of-town game previously will be considered first the year following.
- (c) Representative faculty from all colleges and the School of Law, as well as minority groups, will be given equal consideration, except that faculty with seniority in years of service to Texas Tech University will be given special consideration.

#### IV. PEER EVALUATION FOR MERIT RAISES

Ch. Collins introduced this agenda item by saying that a number of people have expressed concern about the way departments are going about soliciting peer evaluation of faculty members in their department preparatory to the recommendation for salary increases. This originated last year when a resolution of this committee (May 1976) was sent to the Academic Vice President. The original intent of this recommendation for peer evaluation was to provide some way for getting faculty input on the nerit salary increases: that department chairmen should seek, and department chairmen and deans should have available to them the recommendations of peers prior to the determination of salary increases.

Hardwick agreed with Wilson's statement that peer evaluation covers a very broad area and that peer evaluation and faculty input are not synonymous. The question is: to what extent will there be faculty input in the determination of who gets merit increases. Systems are different: some elaborate, some non-existent. But deans have considered the resolution and have been instructed to direct their chairpersons that faculty input should be sought in their evaluations. At this time it is too early to try to evaluate. The deadline for implementation of this system is supposedly this academic year.

Vines brought up the question of the availability of funds for raises, to which Hardwick replied that there is confusion in interpretation of the legislative pills now being considered, but it appears that 3.4% or 5.1% across-the-board, plus slight merit increases, are under consideration.

Mogan moved that the Chairman of this body refer to the appropriate committee in the Fall the task of evaluating the process of peer evaluation. Smith seconded. The motion passed without opposition.

#### V. REPORT OF COMMITTEE ON FACULTY COUNCIL CHARTER REVISION - BELL

Discussion on the proposed Constitution lasted unit1 5:30 p.m., at which time Cummins moved to recess until 7:15 p.m. and to reconvene the meeting in the Conference Room of the Law School. McPherson seconded. The motion carried.

When the meeting reconvened at 7:15 all of the members of the Committee noted above as being present in the afternoon were again present, with the exception of Nelson and Strauss who had unavoidable conflicts.

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After lengthy discussion, Cummins moved to accept the report and recommend the Constitution as amended to the faculty for its consideration. The motion was seconded and carried: 13 votes for, 1 against, with no abstentions.

The faculty should expect open hearings on this Constitution early in the fall; a reconsideration by the committee, with a final report including faculty recommendations where appropriate; reconsideration by the Executive Committee; and the presentation of the proposed Constitution to a meeting of the faculty sometime during the Fall semester.

A copy of the proposed Constitution as amended by the Executive Committee is enclosed with these minutes. The debate on the issues is on tape and may be reviewed in the Faculty Council Offices.

# VI. REPORT OF THE COMMITTEE ON COMMITTEES -SMITH

#### a. Nominations

Wilson moved that the present members of the Women's Athletic Council be nominated to serve another year. The motion was seconded and passed unanimously. After discussion and minor changes, Smith moved the list of nominees be forwarded to the office of the President. Vines seconded. The motion passed.

#### b. Charges

Smith called attention to the charges remaining to be considered by this committee. Wilson moved that the structure of the Athletic Council Charge be written so that males and females are given equal representation. To do this three amendments were proposed. Each amendment was voted on separately and each carried. The motion passed to forward these additional charges to the President.

#### c. Annual Reports

Cummins moved to accept the Annual Reports and forward them, together with a commendation of the Library Committee, to the President. This motion was divided into parts and voted on separately. The first motion, to accept and forward the committee reports to the President carried, with one negative vote. The second motion, one of commendation of the Library Committee passed without opposition.

It is the consensus of the committee that we are instructing the Committee on Committees to bring forward recommendations regarding the various committees at the first meeting in the fall.

#### VII. OTHER BUSINESS

Ch. Collins recognized those committee members who will be leaving the committee at the end of this academic year.

Mogan recognized and commended the officers who served this academic year. He then proposed the following Resolution:

Whereas the Ad Hoc Library Committee Report (April, 1970) recommended the availability of an outside book drop in the vicinity of the library;

Whereas the Institutional Self-Study 1971-73 Report of the Committee of Library indicated the students' request and need for this book drop (pp. 40, 43-44);

and

and

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Whereas the Library Committee of 1975-76 again discussed the desirability of a book drop in a meeting with the Dean of Library Services (Minutes, March 1, 1976); and

Whereas the Library Committee of 1976-77 voted (5 for, 1 abstention) to recommend an outside book drop (Minutes, November 23, 1976)<sup>1</sup>; and

Whereas this book drop has not yet been provided in spite of the faculty's repeated requests and insistence and the faculty's utilization of all its available resources to obtain this book drop;

Be it resolved that:

A letter be sent to the Vice President for Academic Affairs, with a copy to the President of the University, requesting him to recognize the desires of the faculty and students by implementing their request to obtain an outside book drop in the vicinity of the library.

1"The Committee stressed that it (the book drop) was now the responsibility of Dean of Library Services to implement the recommendation. The Committee having arrived at a decision, can no longer spend its time in discussing either the merits of book drops or the means of obtaining book drops. The Committee's position is that further responsibility is the Library's" (Minutes, November 23, 1976).

Motion to approve the resolution passed without opposition.

Vines moved the meeting adjourn. The meeting adjourned at 10:37 p.m.

Respectfully submitted,

William A. Stewart, Secretary Executive Committee

Faculty Council

5/18/77

/gf

For the next several veeks the secretary will be out of the Faculty Council Office. If anything is needed please contact Jacquelin Collins at 742-3761 or 795-3194.

#### CONSTITUTION OF THE FACULTY SENATE

#### OF TEXAS TECH UNIVERSITY

#### Article I. NAME

The name of this organization shall be the Faculty Senate of Texas Tech University.

# Article II. ORGANIZATION

- Section 1. The Faculty Senate shall be composed of senators representing the voting faculty of Texas Tech University. The voting faculty shall consist of all persons under full-time contract who have completed a residence of one year at this University and who are tenured or who hold appointments that make them eligible for tenure.
- Section 2. The voting faculty of each college and school, excluding the Graduate School, shall elect one senator for each twenty voting faculty members or fraction thereof but not fewer than two senators. The voting faculty of the University shall elect nine additional senators at-large.
- Secretary from its membership to serve for a term of one year.

# Article III. NOMINATIONS AND ELECTIONS

- Section 1. Each Spring the voting faculty members shall nominate and elect members to the Faculty Senate to take office on the first day following the end of the Spring term during which the election is held. The Faculty Senate shall conduct the election through an appropriate committee.
- Section 2. Prior to each regular election, the Faculty Senate shall redetermine its composition so that the election will, to the extent possible, bring the composition of the Faculty Senate into conformity with Article II, Section 2. A previously elected senator shall not, however, be removed from office before the expiration of his or her term because of a declining constituency.
- Section 3. Nominations for college, school, and at-large senators shall be requested from voting faculty members. If a person is nominated for more than one senatorial position he or she shall indicate the position for which he or she will appear as a candidate. The two persons receiving the highest number of nominations for each senatorial position shall be designated as the candidates to stand for election to the Faculty Senate.
- Section 4. Members of the Faculty Senate shall be elected from among the candidates determined in the nominating process. Voting members of each college and school shall vote for senators from their respective college or school and all voting faculty shall vote for at-large senators. Tie votes shall be resolved by a special election.
- If a senatorial varancy occurs, the Faculty Senate shall conduct a special election to fill the varancy from the appropriate constituency. The specially elected senator shall complete the unexpired term of the senator originally elected.
- Section 5. Qualification for election to the Faculty Senate shall be membership in the voting faculty, except that administrators serving one-half time or more in administrative positions shall not be eligible. Department chairpersons may be elected to the Faculty Senate if they are otherwise qualified.

- Section 6. The term of office for each member of the Faculty Senate (subject to Article VII hereof) shall be three years. A member may not be re-elected without a one-year interim unless he or she was elected by special election to fill an unexpired term of one year or less.
- Section 7. To the extent possible, one-third of the senators from each constituency will be elected each year.

# Article IV. JURISDICTION

- Section 1. The Faculty Senate shall act on behalf of the faculty and sall serve as an advisory body to the President of the University and may consider all matters of university concern.
- Section 2. Any member of the university community may bring a matter of university concern to the attention of the Senate.
- Section 3. The Senate may make recommendations to the President of the University concerning the academic functions of the University and other matters pertaining to the welfare of the University, particularly those of special interest to the faculty.
- Section 4. Should the President of the University choose not to follow a recommendation of the Faculty Senate, the President shall inform the Senate in writing of the reasons therefor and, upon request of the Senate, the President shall meet with the Senate for discussion of the matter.

# Article V. RESPONSIBILITIES

- Section 1. The Faculty Senate shall establish its own rules of procedure and bylaws.
- Section 2. The Faculty Senate shall meet at least monthly during the regular academic year, as provided in the bylaws.
- Section 3. The Faculty Senate may establish such Senate committees as it deems appropriate. The members and temporary chairpersons of the Senate committees shall be named by the Faculty Senate and at their first meeting of each year the members of each committee shall select their own chairperson and such other officers as may be appropriate for the effective functioning of the committee.
- Section 4. The President of the University may establish and define composition of ad hoc or standing committees or councils of Texas Tech University, Texas Teel University School of Medicine, and the Museum of Texas Tech University, or joint committees or councils of the above, and may determine if members are to be elected or appointed. Texas Tech University faculty members appointed to these standing (but not ad hoc) committees or councils shall be selected from a list of nominees for each committee or council provided by the Faculty Senate. The President of the University may specify the number of nominations to be supplied by the Faculty Senate for each such committee or council position.

The positions of the chairperson of Men's Athletic Council and the Women's Athletic Council of the University shall not be open to nomination by the Faculty Senate.

(Article V. Cont.)

Section 5. The Faculty Senate shall regularly report its activities to the faculty of the University and distribute the minutes of each meeting.

Section 6. The Faculty Senate shall call a meeting of the voting faculty when requested to do so by the President of the University, or when petitioned by any fifty members of the voting faculty, or when it deems such a meeting necessary. The President of the Faculty Senate shall serve as Presiding Officer at a meeting of the voting faculty. In the absence of the President, the Vice President or the Secretary shall preside, in that order. No decision, recommendation, or advice shall come from the voting faculty except when one of the above is presiding.

# Article VI. AMENDMENT PROCEDURE

Section 1. An amendment to the Constitution of the Faculty Senate may be proposed by a petition to the President of the Faculty Senate signed by at least fifty members of the voting faculty, by a two-thirds vote of the senators then present and voting, or by the President of the University.

Section 2. A proposed amendment to this Constitution shall be distributed to the voting faculty at least four weeks prior to its consideration at a called meeting of the voting faculty. No action on amendments to the Constitution of the Faculty Senate may be taken unless at least one-fifth of the voting faculty is present. Passage of any such amendment shall be by a two-thirds vote of the voting faculty then present and voting. Upon passage, an amendment shall become effective after ratification by the President of the University and approval by the Board of Regents.

# Article VII. INITIAL COMPOSITION

The initial composition of the Faculty Senate shall consist of the elected members of the Executive Committee of the Faculty Council. At its first meeting the new Faculty Senate shall arrange for the special election of additional members to bring the membership into conformity, to the extent possible, with its constitutional size and composition. At its next meeting the Faculty Senate shall determine terms of the additional members by lot in accordance with Article III, Section 7.

# Article VIII. ADOPTION AND RATIFICATION

The Constitution of the Faculty Senate shall become effective when adopted by a majority of the voting faculty then present and voting at a called meeting of the faculty and after ratification by the President of the University and approval by the Board of Regents. Upon the Constitution's becoming effective, the Faculty Senate and its Constitution shall substitute nunc pro tunc for the Faculty Council and its Charter.

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