



# Texas Tech University

LUBBOCK, TEXAS 79409 / (806) 742-3856

The Faculty Senate

February 3, 1978

TO: MEMBERS OF THE FACULTY SENATE

FROM: Clarence A. Bell, President

SUBJECT: Agenda for meeting #3, February 8, 1978

The Faculty Senate will meet on Wednesday, February 8, 1978, at 3:30 p.m. in the Board Room of the Administration Building. The agenda is as follows:

- I. Minutes of the January 18, 1979 meeting
- II. Announcements
  - a. Academic Council Minutes
  - b. Senate Elections
  - c. Bylaws Committee
  - d. Invocations Committee
- III. Resolution on Heating and Cooling of Buildings - Dr. Roland Smith
- IV. Report of Committee on Committees - Dr. Darrell Vines
- V. Report of Meeting Room Committee - Dr. Gary Elbow
- VI. Report of Tenure Review Committee - Dr. Jacquelin Collins
- VII. Senate Operating Procedures - Dr. Darrell Vines
- VIII. Other Business

MEMO

January 27, 1978

TO: Faculty Senate

FROM: Darrell L. Vines *D. Vines*

SUBJECT: Operating Procedures

I have genuine concern about the future of the Faculty Senate and especially so with regard to operating procedures. My first comment to you concerning this matter can be found as the last item in the minutes of meeting #1. Recognizing that the Faculty Senate is a New entity, we must not be necessarily constrained by operating procedures of the Executive Committee of the Faculty Council. Further, we must jointly assume the responsibility in the development of our future procedures to be creative and fair to students, faculty and administration.

Each of us is responsible, according to the Constitution, to approximately 20 faculty. Consequently we must develop a genuine sense of responsibility to and for our constituents by discussing issues extensively with them prior to Senate meetings. It seems that each Senator should have access to written detail of each item on the agenda prior to the Senate meeting.

Aside from accurate representation of faculty's views, another benefit of a printed, and published agenda items would be that Senators would be required to formulate a motion with care and counsel, rather than having to formulate a motion "off the cuff." When a motion must be made from the floor, (a) a brief recess could be called, (b) the motion could be formulated and written, and (c) displayed with an opaque or overhead projector so that we could see what is actually written. Any quarrel with the wording, and thus intent of the motion, could then lead to a defeat of the motion, as opposed to the time-consuming and ineffective method of amending a motion or word or phrase at a time.

To expedite the proceedings, perhaps the "announcements" could be distributed as Senators arrive and unless there are specific questions, they could be included in minutes as distributed. If a time-to-conduct-business measure could be assigned to each agenda item, the Senate would probably be able to move directly through the business rather than dealing too briefly with the latter part of the agenda.

Already we have begun the appointment of ad-hoc committees to deal with sensitive and important matters, and it seems that the committee could report back to the Senators via a written report 5 or 6 days before a Senate meeting. Thus, we would be able to vote with the appropriate input from our constituents.

While it has been said that Faculty Council Executive Committees members sometimes did not get prepared for meetings, each of us 57 faculty must honor our fellow Senators with the courtesy of being prepared before each Senate meeting.

In summary I have proposed for your considerations the following items:

1. Think creatively about Senate operating Procedures
2. Represent constituents
3. Debate issues prior to Senate Meetings
4. Inform Senators with written motions
5. Distribute written "announcements"
6. Add a time-to-conduct business to agenda
7. Receive written ad hoc committee reports before Senate meeting
8. Be prepared.

Thank you for your time!

## RESOLUTION

Whereas the Faculty Senate is cognizant of the difficulties involved in operating heating and cooling systems which were designed for conditions prevailing at earlier times; at the same time we take note of the fact that the heating and cooling systems, even in the newest buildings on campus, are producing conditions which all too frequently render classrooms, offices, labs, and practice rooms intolerable.

Therefore, be it resolved that the Faculty Senate find some means of impressing upon the university administration the necessity of establishing, as an item of highest priority, the implementation of major changes in the heating and cooling systems. In order to accomplish this purpose, the President of the Faculty Senate is instructed to write to the President of Texas Tech University, stating our view on this matter, and offering to confer with him concerning possible alternatives to the existing systems.

## RESOLUTION

Whereas the Faculty Senate is cognizant of the difficulties involved in operating heating, ventilating and air conditioning systems which were designed for conditions prevailing at earlier times; at the same time we take note of the fact that the heating, ventilating and air conditioning systems, even in the newest buildings on campus, are producing conditions which all too frequently render classrooms, offices, labs, and practice rooms intolerable.

Therefore, be it resolved that the Faculty Senate find some means of impressing upon the university administration the necessity of establishing, as an item of highest priority, the implementation of major changes in the heating, ventilating and air conditioning systems. In order to accomplish this purpose, the President of the Faculty Senate is instructed to write to the President of Texas Tech University, stating our view on the matter, and offering to confer with him concerning possible alternatives to the existing systems.