

M I N U T E S

The Faculty Senate met Wednesday, December 14, 1977, in the Board Room of the Administration Building with Clarence Bell, acting President, presiding. Members present were: Brittin, Burford, Collins, Davis, Eissinger, Elbow, Kimmel, McGowan, Nelson, Pearson, Sasser, Smith, Strauss, Tereshkovich, Vines and Wilson. Guests present were: Dr. C. Len Ainsworth, Associate Vice President for Academic Affairs and Mr. Richard Klocko, Director of Personnel Relations.

Bell called the meeting to order at 3:35 p.m. and noted the fact that this meeting was meeting #1 of the Faculty Senate rather than meeting #89 of the Executive Committee of the Faculty Council.

I. MINUTES OF THE NOVEMBER 9, 1977 MEETING OF THE FACULTY COUNCIL

Wilson moved approval of the minutes as distributed; seconded from the floor. Smith cited an error in the minutes. Monty Strauss' name was inadvertently omitted from the list of those members present at the November 9th meeting and Smith moved to amend the motion to include the notation that Professor Strauss was present. The motion to approve the minutes as amended passed.

II. ANNOUNCEMENTS

A. Establishment of a Faculty Senate

The result of the election by the Faculty Council which was conducted on the question of whether or not to adopt the Faculty Senate in preference to the Faculty Council form of faculty governance was 289 votes for the adoption of a Faculty Senate and 33 votes opposing. Dr. Mackey was informed of the outcome of the election and he in turn relayed the information to the Board of Regents who unanimously approved this change on December 2, 1977.

B. Academic Council Minutes, Meeting of November 22, 1977

1. Possible Change in Policy Regarding Student Absences - Bell read:

"There was brief discussion regarding medical excuses for student absences. It was agreed that the statement in the 1977-78 Undergraduate Catalog was sufficient as a policy statement but that an internal operating procedure would be desirable.

The Academic Affairs Office was asked to refer the matter to the Administrative Council to develop a statement regarding absences which would guide procedures between and within colleges."

2. Brochures and Bulletins Prepared by Faculty - Bell continued to read:

"Care must be taken so that statements, brochures and printed matter do not mislead or appear to promise more than will actually be provided. This concern for careful statement extends to the course descriptions printed in the University Bulletin.

All bulletins and brochures which deal with academic matters should be routed to the Editor of University Bulletins for checking before printing is undertaken. There have been instances of brochures distributed which contain information apparently in conflict with the official university bulletins."

3. Grade Appeals Policy and Procedures - Bell continued: "A new grade appeals policy was distributed and deans were asked to make further distribution to department chairpersons. The policy had been developed after extensive consideration by student and faculty groups."

This Grade Appeals Policy and Procedures is very similar to the previously distributed drafts. It is changed essentially by including the recommendations that the student body and we, the Faculty Council, forwarded, except that our recommendations that: 1) that the student and faculty members of the appeals board be appointed by the Student Association and Faculty Senate, respectively, and 2) that in the case of a graduate student the appeals board recommendations go to the dean of the undergraduate college have not been acted on.

4. Another item having to do with the possible elimination of a program in Business Administration states: "A proposal by the College of Business Administration for the elimination of a program in Secretarial Administration was distributed. This will be discussed at the next Council meeting."

#### C. Grade Appeals Policy and Procedure

Referring to the latest and official copy of the grade appeals policy and procedure, Bell again pointed out the differences between this policy and earlier versions. Appeal Boards will be appointed by Deans, while graduate appeals will go to the Graduate Dean. These two items were not the recommendations of the Faculty Council or the Student Association.

In response to questions concerning Grade Appeals Policy and Procedures, Dr. Ainsworth replied that this new policy is now in effect and applies to Fall, 1977, and it will be printed in the catalog and distributed to students through the handbook and perhaps by other means.

#### D. Appointments to the Athletic Council

Bell reported that on December 8, 1977, he and others noted in the University Daily an article stating that two faculty people had been appointed to the Athletic Council and that other appointments would soon be announced. Bell contacted the office of the President and pointed out that this action seemed to be in contradiction with the Faculty Senate Constitution since the Constitution states that Texas Tech University faculty members appointed to standing committees shall be selected from a list of nominees for each committee or council provide by the Faculty Senate.

After some discussion with the President and Faculty Senators, all parties agreed that the President's action was not a violation of the Constitution because the action was initiated long before the Senate came into existence and it was only the last step, the announcement of appointees, which came after the Senate was formed.

Bell also stated that the report by the news media including his name as one of those persons appointed to the Athletic Council was an error.

### III. TRANSITION OF OFFICERS & COMMITTEES

Collins noted that the Faculty Senate is to have a President, Vice President and Secretary and moved that the present officers and committees be continued as Senate Officers. Strauss seconded. The motion passed.

### IV. ELECTION OF NEW MEMBERS TO THE FACULTY SENATE

Bell indicated that the article on the initial composition of the new Faculty Senate is not specific as to how this should be done. Discussion on possible ways in which the Faculty Senate could be brought up in size to conform with the Faculty Senate Constitution was lengthy.

Vines moved and Collins seconded that the 14 at-large Senators draw lots to determine which 9 will be the at-large representatives of the Faculty Senate. In the discussion it became evident that the result of this motion would be that 5 current members would lose their seats in the Senate.

After one attempt to amend the Vines motion and a general discussion of the allocation to colleges of present members who were elected at-large, Strauss raised a point of order to the effect that the Vines amendment would be contrary to the Constitution.

Bell ruled the Vines motion out of order and contrary to the Constitution because the election should "bring the membership into conformity, to the extent possible, with its constitutional size and composition," and because, "a previously elected Senator shall not, however, be removed from office before the expiration of his or her term because of a declining constituency."

Strauss then moved for a lottery to determine the status of the positions vacated by the 14 at-large members of the Executive Committee who are now Senators. Bell ruled the motion out of order for the first reason mentioned above.

Kimmel moved, Collins seconded, that the 14 at-large members continue in "at-large" status, and that the number be reduced to 9 as soon as members' expiring terms allow the reduction.

Bell ruled the motion out of order for the first reason mentioned above. Strauss appealed the decision of the chair. The chair's decision was overruled by a vote of the membership. Kimmel's motion passed. This means that the 7 current members who were elected as college representatives shall continue in that status, while the 14 who were elected at-large will also continue as at-large representatives, although this will produce an excess of at-large representation until attrition makes it possible to bring the number in conformity with the 9 required by the Constitution.

Motion by Burford, seconded by Tereshkovich: In order to bring membership of at-large representatives in conformity with the Constitution's provision that "one third of the Senators from each constituency will be elected each year," we should elect 3 new at-large members each year for regular 3 year terms.

Motion passed.

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Collins moved, Kimmel seconded, that we authorize the election committee to elect enough people to bring our membership up to the requirements, and, at the first meeting after the election we conduct a lottery to determine length of terms for the new members. All newly elected members shall serve three months in addition to the terms specified by the lottery.

Motion passed.

A general discussion ensued, concerning the question of whether to have two elections, one to bring the membership up to par, followed by another election in the spring in order to replace outgoing members, or a single election to accomplish both purposes.

Collins moved, Kimmel seconded, that we authorize the election committee to proceed with the election, draw names by lot to determine who gets terms expiring in three years, and that the lottery be contrived so that anomalies will not exist.

Strauss moved an amendment, Wilson seconded, that in the same election replacements be selected for those whose terms end in 1978, but that they do not take their seats until May. Amendment passed, 7-5.

Vines offered a substitute motion, seconded by Pearson, that we appoint a committee from the Faculty Senate to work out election procedures and report to a special meeting in January, to be called by the chair.

Motion failed.

Another amendment to Collins' motion by Eissinger, seconded by Strauss, that one Arts and Sciences and one Education Senator take office at the same time as the three new at-large members (in May). The amendment passed. The motion by Collins, as amended twice, passed.

Wilson moved to consider agenda item IX, at this time, before proceeding to agenda item V. Seconded from the floor. No discussion. The motion passed.

#### IX. REVIEW OF LEGISLATIVE ACTION AFFECTING TEXAS TECH UNIVERSITY

Dr. Ainsworth discussed the following laws passed by the last Legislature.

- (1) SB 250 - Established a method of tuition payment, especially important to concurrent enrollees. Details yet to be worked out.
- (2) SB 604 - Established a uniform method of refunding fees to students who drop.
- (3) SB 737 - Guidelines for employment of consultants. Definition of consultant by this action is "a person who reviews a program or activity and reports on the review." As a result of this action the need for consultants must be established, proof that no one on campus can do it must be established. This will entail much paperwork and the end result will be that we have outside consultants less often.
- (4) SB 1148 - Allows for travel expenses to be paid for prospective employees. This action became effective in June of 1977.

- (5) HB 789 - Allows participation in the Academic "common market," a unique device by which a student can go to another state for programs not available within the state and not be charged out-of-state tuition.
- (6) HB 612 - Made several changes in the Teacher Retirement Act; too numerous to discuss in detail. The basics being that there is now a 2% annuity based on the number of years times the best "5 years" in terms of salary. It does not have to be the final 5 years.
- (7) HB 1012 - This is a most important bill because it begins to establish a general Academic Faculty Workload Policy and the need for the adoption of those policies by governing boards. The Coordinating Board of the Texas College and University System is charged with the development of this uniform faculty workload policy. They have chosen to use an Advisory Committee to study the matter. Jacquelin Collins is a representative on that advisory committee.

Of extreme importance is the fact that at the present time it equates workload with faculty teaching load, and involved within that is another provision which specifies limits on small classes. A part of the rider to the appropriations bill says that the university will not receive funds for certain small classes, and it prohibits the teaching of small classes in consecutive semesters or a small class if there is another section of the same class being taught. Another part of this rider requires the reporting of enrollment on the 12th class day and also on the last class day. Compliance reporting is complicated and time consuming.

- (8) HB 1410 - Established a mandate for standardized calculation of official grade point averages for students in, or seeking admission to, professional or graduate schools.

#### V. MEETING PLACE FOR FACULTY SENATE

Bell will appoint a committee to look into this matter of finding an available meeting place to accomodate the increased size of the Faculty Senate.

#### VI. BYLAWS FOR FACULTY SENATE

Bell will appoint a committee to write a set of bylaws for the consideration of the Faculty Seante.

#### VII. REPORT OF THE COMMITTEE ON COMMITTEES

Vines reported that the Grievance Committee lacks representatives from three colleges and he presented a list of nominees to fill these vacancies. Only one name from the list of nominees presented was approved by the Faculty Senate because the other two nominees did not have tenure. The Senate felt that untenured people could be placed in a difficult position as a result of their participation on the Grievance Committee. The Committee on Committees was asked to study the matter further and make other nominations to the Senate.

Vines reported that the Budget Advisory Committee has met and is trying to decide what their status is. The Academic Affairs and Status Committee has met and is working on a new charge.

VIII. REPORT OF THE TENURE REVIEW COMMITTEE

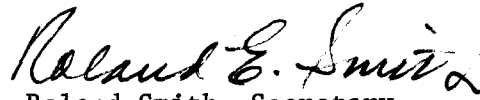
Collins reported that this committee continues to meet and is moving along according to schedule. There will be a document of proposed changes given to the Faculty Senate, to the Tenure and Privilege Committee, and to the President before the end of January for these three to consider.

X. OTHER BUSINESS

Vines suggested that Senators print and distribute beforehand the information on agenda items and other matters that they wish to have brought before the Senate, in order to simplify and, perhaps, speed up procedures.

The meeting adjourned.

Respectfully submitted,

  
Roland Smith, Secretary  
Faculty Senate

12/21/77

/gf