



# Texas Tech University

LUBBOCK, TEXAS 79409 / (806) 742-3856

## The Faculty Senate

May 2, 1979

TO: Members of the Faculty Senate

FROM: Margaret E. Wilson, President

SUBJECT: Agenda for Meeting #15, May 9, 1979

The Faculty Senate will meet on Wednesday, May 9, 1979, at 3:30 p.m. in the Senate Room of the University Center. The agenda is as follows:

- I. Minutes of the April 4 and 11, 1979 Senate meetings
- II. Final draft of Grievance Panel
- III. Newsletter report
- IV. Committee on Committees - Dr. Helen Brittin
- V. Resolution on Merit Raise - Dr. Neale Pearson & Dr. Shamus Mehaffie
- VI. Announcements
  - A. Survey of Merit Pay Procedures by Academic Affairs & Status Committee
  - B. Excerpts from Academic Council Minutes
  - C. Excerpts from Standing Committee Minutes and Annual Reports
  - D. Letter from Representative Robnett
  - E. Tech Post Office
  - F. Excerpts from Board of Regents Minutes
  - G. Academic Excellence Fund
  - H. Response to International Student resolution
  - I. Correspondance
- VII. Other Business

## ANNOUNCEMENTS

- A. The Academic Affairs & Status Committee has sent a survey form to deans, chairpersons, and academic area coordinators asking for descriptions of procedures for determining merit raises, faculty input, categories used for merit raises, etc. Dr. Hardwick wrote a cover letter asking for cooperation in the conduct of the study. Following this survey the committee will attempt to survey the entire faculty on the matter of merit raises.
- B. The minutes of the Academic Council are on file in the Faculty Senate Office.

April 3, 1979

- 1. Discussion of program and budgetary priorities:
  - a. Current attempt at priority assessment is an effort to identify in a more precise way the areas of need and the areas in which reallocation of resources could be made, such an assessment to be reflected in budget allocations.
  - b. Another purpose is to identify high and low cost areas for program change. The Coordinating Board indicates that Tech must identify areas of reduction before new programs may be added. Tech must be able to show decrease of cost and/or program before others are to be approved.
  - c. Each Dean was asked to discuss departmental data with members of Academic Affairs Office within the next week. Objective data and subjective material provided by departments and colleges will be considered.
- 2. Information regarding requests for admissions to Tech for next fall indicate a slight decline which may be partially accounted for by inflation which may cause students to weigh heavily the cost of attending college away from their home area.
- 3. A tentative budget development schedule for FY80 was stated as follows:
  - April 16 - budget materials distributed to Deans
  - May 4 - return budget requests to Academic Affairs Office
  - a. Deans were asked for advice regarding level of allocation for summer school 1980. "There was a brief discussion relating to the identification of a portion of summer salary funds to be identified by college at the outset of the budgeting process to provide flexibility for assignment over a 12 month period." Deans were asked to work with chairpersons to see that criteria for merit increases had been developed and individuals to be receiving merit increases were being identified.
  - b. There is an indication that percentage of increase for instructional administration is projected to be very small. "Some different budgeting arrangements within this line item may be necessary."
  - c. Budget development will necessarily be tentative since legislative action is not complete. Projections to be used for budget allocations will come from current LBB recommendations.
- 4. Deans were asked to indicate priority items for year-end fund expenditures for instructional equipment by next meeting of the Council.
- 5. Course evaluations are required for non-tenured faculty members. "Procedures for routine acquisition of these evaluations should be accomplished within each department or area so that the information will be available for chairperson's discussion with faculty."
- 6. Deans were asked to work with chairpersons and faculty so that make-up examinations may be allowed for students observing Passover activities which cause class absence on April 12 and 13.
- 7. Information regarding instructional activities and uses for KTXT-TV were distributed for discussion at the next meeting.

April 4, 1979

Reports were heard on stage and arena decorations, the sound system, the administration's request concerning the ministers to deliver the invocation and benediction, and the cover design for the commencement program. A list of four ministers, ranked in order of preference will be presented to the administration for consideration. The university symbol will be changed, on the program, from black and black to black and red. Discussion then centered on the point of assembly in the Coliseum for members of the platform party and the feasibility of a processional for the platform guests.

#### Annual Report

Resume' of activities concerning commencement. No other formal University ceremonies were scheduled during the 1978-79 school year.

#### Tenure and Privilege Committee

April 3, 1979

Officers were elected for 1979-80. They are: Chairman, Charles Dale; Vice Chairman, William Stewart. In keeping with committee tradition, election of a secretary was deferred until September. Chairperson Schoen reported that the statement of proposals which the committee had prepared was mailed to President Mackey with a copy to Vice President Hardwick. He also reported that he had a brief conference with Dr. Hardwick in which he described recent activities of the committee. The committee discussed the allegation of a faculty member that there had been procedural irregularities and inadequacies in the making of the decision that he should not be granted tenure. Further discussion was deferred to the next meeting.

#### Library Committee

Chairperson Shine reviewed events which led to this committee's enquiries into the Library copying services. Spring 1978-committee became interested in cost of copies (7¢ per sheet). Summer 1978-a change was made in the holder of the copying franchise without the knowledge of the Director of Library Services and, apparently, without prior enquiry within the Library as to suitability of changes. Changes resulted in removal of Xerox 2400 and Cannon copiers and replacement with Savin machines. These changes were made, apparently, by Mr. Manuel DeBusk in behalf of Texas Tech Specialties (TTS), the unit of the Ex-Students Association which handles commercial ventures. The Library Committee decided to enlarge the scope of its enquiry to include (a) costs of copying, (b) reason for making a change in franchise holder, (c) method of making the change, and (d) justification for and consequences of having control of copying services delegated to the Ex-Students Association. Enquiries were begun by a subcommittee chaired by Dr. James Brink. This meeting was to serve as a final assessment of the enquiries and Mr. Ted Mitchell (President, Sable Corporation, Dallas), Mr. Randy Carpenter (Manager, Lubbock office, Sable Corporation), and Mr. Bill Dean (Executive Director, Ex-Students Association) were in attendance.

#### Procedure in Choosing Sable Corporation and Savin:

As far as can be determined the choice was made by Mr. DeBusk alone. As far as can be determined bids were not taken. Mr. Mitchell was invited to make a bid by the dealer representative for Savin in Texas. Whether other bids were invited is not known. There are many other Savin dealers in Texas and some in Lubbock. The reason for choosing Savin is not known. The State Board of Control specifies Savin machines for rental but the Ex-Students Association is not bound by State Board. Mr. Mitchell noted that Sable Corp. was not limited to Savin but that it is a less costly machine to operate than others (e.g., Kodak, Xerox, IBM), generates less heat, and has less down time.

met with President Mackey and Vice President Hardwick for constructive discussion of the position paper. Substantial agreement was reached on several issues and the Committee was asked to submit specific proposals on issues where differences remained. This has been done and awaits action.

A faculty member denied tenure filed a complaint with the Committee. Although the elected members decided that there was not probable cause to believe that tenure was denied for reasons violating academic freedom, the Committee did make recommendations pertaining to procedural issues raised by the complaint.

Professor Jimmy Smith, Civil Engineering, was thanked for five years of service to the committee. Charles Dale, Business Administration, was elected chairperson of the Committee for 1979-80.

#### International Education Committee

##### Annual Report

The committee, chaired by Yung-Mei Tsai, has made the following recommendations:

1. To compile a directory of Texas Tech University faculty and staff who have had previous international experience (University News and Publications will pick up this project according to Dr. Ewalt);
2. To conduct research which will attempt to identify the pros and cons of the presence of international students at Tech (Dr. Ewalt reports no funding available at this time);
3. To recommend both financial and personnel support to a centralized office for the studying abroad program for Tech students (Office of International Programs was recommended as the centralized office); and
4. To make a resolution reflecting the committee's position on international students at Texas Tech University (this resolution was passed by the Faculty Senate).

Other significant happenings during the year include:

1. Chairperson was invited as a member of the TESOL Committee to reflect the committee's interest in searching for a coordinator in charge of the English language program for international students at Texas Tech.
  2. Some Committee members participated in a workshop in Intercultural Communication for American and international student leaders.
  3. The committee met with Ms. Colleen Zarich, consultant for Tech studying abroad programs.
- D. A letter from Representative Robnett was received in which he stated he was "in complete agreement with the concept expressed by this resolution (International students). During my student years at Tech, international students gave to me a different and useful perspective to my education. It is my hope that we can continue to encourage these students to attend our state universities."
- E. At the request of the Senate, specifically Professor Shine, I investigated the administration of the Tech Post Office. Joe Winegar was most helpful and I would like to share some of the background before addressing the problem which initiated the investigation. Prior to September 1977 the post office on campus was a contract station operated under the direction of the U. S. Postal Service. Bids were obtained from contractors, and, of course, low bid got the contract. The personnel manning the offices were hired by the contractors; all profits, including any from box rental, went to the contractor; Tech received zilch in dollars. Mr. Winegar told me that most contractors lasted an average of 3 months at which time they would turn the contract back to be rebid. He reminded me, and I am sure some of you will remember, that campus mail and U. S. mail often took a week or so to be delivered. Mail was dumped in boxes and delivered as the postal personnel got around to it. At this point Mr. Winegar talked with Ken Thompson and told him that he thought Tech personnel could do a better job. As of September 1977 we had a Tech post office which does everything a U. S. Post Office does except C.O.D.'s. Tech has total control, get any profits (last year \$800 +), and is committed to getting

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Announcements

13. Awarded the bid for renovation of West Hall in the amount of \$1,187,680.
  14. Awarded the bid for renovations to provide storage for hazardous materials in the amount of \$128,740.
  15. February 21, 1979 was recorded as completion date for construction of Athletic facilities at the north end of Jones Stadium.
  16. January 18, 1979 was recorded as completion date for Phase I of renovation of fire alarm systems in campus buildings.
  17. Called Mr. and Mrs. Gerald Myers to the front of the room and read a resolution honoring Coach Myers for the successful record of the basketball team and upon being named 1979 Co-Coach of the Year in the SWC.
  18. Announced that Senator Lloyd Bentsen will be Commencement Speaker on May 11.
- G. At the request of the Faculty Senate I have spoken with and written to Mr. George Fielding, Office of Development, Dean James Allen, Dad's Association, and Dr. Bill Dean, Ex-Students Association concerning the disestablishment of the Academic Excellence Fund. The Office of Development is drawing up detailed plans for soliciting monies for various categories of activities. One of those categories contains those items specified as the specific and general purposes of the Academic Excellence Fund. Dean Allen said that the Dad's Association goal of 50 scholarships is still \$70,000 short of the funding required. However, the letter from the Faculty Senate will be presented to the Board at the July 10 meeting and he believes that after the scholarship goal is attained our request may receive favorable response. Bill Dean has already reported via letter that the Ex-Students Assn. is funding some of the purposes of the Academic Excellence Fund. In a letter dated 24 April 1979 he stated that should the Ex-Students Assn. retain control of the copying services he will propose to his board that profits from this operation be given back to the University to be used for two purposes, i. e., the purposes of the Academic Excellence Fund and for Faculty Development.
- H. A letter has been received from Dr. Hardwick which states...."that the Office of Academic Affairs concurs with the sense of the resolution and will indeed support policies and practices which will strengthen and maintain the quality of valuable resources available to the University through international students. We are committed to working through our office of Public Affairs to ensure that proposed legislation concerning foreign students is in keeping with the best interest of this University and its commitment to international education."
- I. The following letters have been sent since the last meeting:
1. President Mackey, re resolution on Media Center
  2. President Mackey, Regents, area legislators re Resolution on International Students
  3. Bill Dean re thanks for copy of Texas Techsan sent to faculty
  4. Regents Bucy, Galloway & Pevehouse re appointment to Board
  5. A. J. Kemp & Judson Williams re appreciation for work as Regents
  6. President Mackey re administration - faculty newsletter
  7. Southwest Texas State University re survey on faculty participation on administrative councils
  8. University of Tennessee re survey on current status of campus ombudsman
  9. Eastern New Mexico University re tenure related factors survey
  10. President Mackey re nominations for Council/Committees for 1979-80
  11. Mrs. Robert Packard re Senate expression of sympathy
  12. Dr. Hardwick re released time for Senate President
  13. Elbow, Luchsinger & Aycock re congratulations on election as Senate Officers
  14. Members of ad hoc Committee to Select Faculty to Attend Out-of Town Football Games re charge to committee
  15. Texas Eastern University re survey on outside funding and on merit raises
  16. Dr. Len Ainsworth re Fall 1979-80 calendars
  17. Helen Brittin re appointments to Editorial Board if approved
  18. University of Texas, Austin re survey on workload policy
  19. George Fielding, Bill Dean, & James Allen re Academic Excellence Fund

for lack of secure working space. Some items (which and how many not known) were being sent to a restorer in Arizona but a state-imposed limit of \$50 which may be spent per time for this work would seem not to be a fruitful way of giving continued care of rare books. No further progress has been made in obtaining a de-acidifier. Ultraviolet protective sleeves which have been on hand for some months have not been placed over fluorescent light fixtures. None of the rare books had yet been placed in the fire-proof safe. No action had been taken so far by the University's planning office. "There was a sense of dissatisfaction in the Committee at the lack of progress in implementing the Turner report." (Editorial comment - this last statement has to get the award for the understatement of the year!) Mr. Janeway distributed an additional list of special collections and their approximate value. The list contains the works of 13 authors with an approximate value of \$44,550.

Core Collection;

Further action has been postponed until fall, at which time the year requested by the Library to make changes will have expired. A report on usage of the Core Collection and area was distributed. (This report is on file in the Senate Office.)

Other business;

Mr. Janeway has asked Miss Holmgren to obtain the necessary student workers for the trial-basis opening of the Library until 2 a.m. during final examinations. Future work of the Committee was discussed including discontinuance of the Card Catalogue and replacement with computer-stored data, proposed media center, and a further attempt by the Committee to become involved in counseling on the budget ahead of budget making time.

The following resolution was made:

"The Library Committee recognizes and expresses its appreciation to Dr. Henry Shine for his professional and effective work as chairman of the Committee during the last three years."

STUDENT-FACULTY RATIOS  
Texas Public Senior Colleges and Universities  
Fiscal Years 1973-1977

*Of the 4 institutions  
Ahead of US in  
Salary*

<u>Institution</u>	<u>1972-73</u>	<u>1973-74</u>	<u>1974-75</u>	<u>1975-76</u>	<u>1976-77</u>
Angelo State University .....	24.1	25.0	23.6	25.6	26.4
East Texas State University .....	16.4	16.2	16.1	17.5	15.9
East Texas State University Center at Texarkana .....	11.9	18.0	15.0	12.0	12.1
Lamar University .....	22.9	22.3	23.2	22.8	20.3
Lamar University at Orange .....	23.0	18.7	29.6	32.8	19.0
Lamar University at Port Arthur .....	---	---	---	24.6	25.7
Midwestern State University .....	18.0	17.8	19.0	20.9	20.4
North Texas State University .....	16.7	15.3	15.7	15.3	15.2-5
Pan American University .....	23.4	21.6	20.7	23.0	22.3
Pan American University at Brownsville .....	---	11.9	12.2	11.7	16.7
Sam Houston State University .....	25.3	24.5	23.7	22.4	23.1
Southwest Texas State University .....	25.1	23.0	22.9	22.4	22.3
Stephen F. Austin State University .....	22.3	21.2	23.7	22.9	21.6
Sul Ross State University .....	15.9	16.6	17.2	17.8	14.1
Uvalde Extension Center .....	---	13.3	12.6	11.8	9.2
Texas A & M University System					
Prairie View A & M University .....	18.1	18.8	19.5	18.0	16.2
Tarleton State University .....	21.4	20.8	20.2	20.1	19.8
Texas A & M University .....	15.3	15.5	16.8	16.8	16.1-3
Texas Eastern University .....	---	12.5	14.3	10.9	10.3
Texas Southern University .....	22.1	20.7	19.9	20.2	23.9
Texas Tech University .....	19.1	18.3	18.7	18.1	18.1-1
Texas Woman's University .....	15.9	14.2	13.9	13.8	14.2
The University of Texas System					
The University of Texas at Arlington .....	22.0	20.7	20.4	19.5	18.8
The University of Texas at Austin .....	18.1	16.8	17.0	16.9	15.8-4
The University of Texas at Dallas .....	2.3 <sup>1/</sup>	3.7 <sup>1/</sup>	4.7 <sup>1/</sup>	6.8	9.5
The University of Texas at El Paso .....	18.8	18.9	20.6	24.3	24.3
The University of Texas of the Permian Basin .....	---	10.9	10.3	9.6	9.3
The University of Texas at San Antonio .....	---	6.8 <sup>1/</sup>	7.6 <sup>1/</sup>	13.6 <sup>1/</sup>	17.3
University of Houston System					
University of Houston Central Campus .....	17.7	16.8	20.0	17.9	17.7-2
University of Houston at Clear Lake City .....	---	---	7.5 <sup>2/</sup>	9.9	11.2
University of Houston Downtown College .....	---	---	---	26.4	19.2
University of Houston Center at Victoria .....	---	5.5	9.3	6.9	7.5
University System of South Texas					
Corpus Christi State University .....	---	13.2	12.9	13.8	12.0
Laredo State University .....	14.3	12.6	12.7	12.4	13.1
Texas A & I University .....	19.4	18.4	19.1	21.8	19.7
West Texas State University .....	17.8	18.1	19.3	19.4	18.4
<b>All Institutions Combined</b>	<b>19.0</b>	<b>17.9</b>	<b>18.5</b>	<b>18.2</b>	<b>17.7</b>

NOTE: The above data were computed. Each ratio represents fall semester full-time student equivalents divided by the number of full-time faculty equivalents budgeted for nine months as reported by the institutions. For purposes of these computations institutional fall semester totals of student credit hours divided by fifteen were used as the measure of full-time student equivalents.

<sup>1/</sup> Not in full operation

<sup>2/</sup> First full year of operation

## RESOLUTION

WHEREAS the minutes of the Academic Council for March 13, 1979, indicate that legislative salary appropriations will be increased by approximately 5%; and

WHEREAS there is also a quotation in those Academic Council Minutes that "there will be no uniform cost-of-living or mandated increases for faculty personnel;" and

WHEREAS there were many discrepancies within and between the departments and colleges of this university in the allocation of pay raises in the past two years; and

WHEREAS it is desirable to have a merit system for salary increases, but since the impact of inflation has been so severe in recent years that much improvement is needed to return to 1969 salary levels, and

WHEREAS so little legislative funding is available, in order to achieve something for the faculty from a humanitarian or equity viewpoint,

Be it resolved that this Faculty Senate goes on record as favoring a system of allocating 1/2 of the monies appropriated for salary increases to be granted in across-the-board increases by college to be divided in equal amounts on the basis of FTE's in that college and 1/2 of the monies appropriated to be granted on the basis of merit programs in which the faculty participate in formulating.

Neale J. Pearson  
Shamus Mehaffie  
Harley D. Oberhelman  
Duane Christian  
Theodor Alexander