

## MINUTES OF FACULTY SENATE MEETING #100

The Faculty Senate met on Wednesday, October 12, 1988 in the Senate Room of the University Center with Michael C. Stoune, president, presiding. Senators present were Barnard, Barr, Bravo, Burnett, Cartwright, Coulter, Craig, Dometrius, Ethridge, Finn, Fish, Gettel, Gustafson, Hayes, Hildebrand, Howe, Ketner, Kimmel, Koh, Lee, Long, McClendon, Mann, Mathis, Mehta, Payne, Peters, Peterson, Reid, Rinehart, Rogers, Samson, Savage, Schoenecke, Smith, Strauss, Trost, Vann, Wagner, Weninger, Westney, J. Wilson, and M. Wilson. Senator Couch is on leave from the university. Senators Hall, Hildreth and Whitsitt were absent because of university business. Senators Petrini and Sasser were absent.

President Stoune called the meeting to order at 3:40 p.m. and recognized the following guests: Colette Murray, Vice President for Development; Elizabeth G. Haley, Interim President; Donald R. Haragan, Executive Vice President and Provost; Thomas Newman, Assistant Vice President, Academic Computing; Joe Sanders, News and Publications; Jim Barlow, Lubbock Avalanche-Journal; Guy Lawrence, University Daily and John Bliese, Parliamentarian.

### I. Consideration of the minutes of the September 14, 1988 meeting

The last paragraph on page 3 of the minutes was corrected to read.... "to develop implementation plans for the General Education Curriculum, undergraduate admission standards, TASP and required remediation, academic recruiting and scholarships, fellowships and research planning." The minutes were approved as corrected.

### II. Reports

Senator Reid reported on the Academic Council retreat held in Junction October 9-11. Her summary is attached. The five issue papers discussed there are available in the Senate office.

Senator Payne reported on the September 27 meeting of the Administrative Council. His report and Administrative Council minutes are available in the Senate office.

Senator Fish reported that the Operations Advisory Council did not meet.

Senator Ketner reported on the Development Council meeting.

Senator Mathis reported on the meeting of the Council of Faculty Governance Organizations in Austin October 7-8. His report is available in the Senate office.

### III. Remarks

President Haley spoke to the Senate. She emphasized the unique attributes of Texas Tech, the capabilities and opportunities for interdisciplinary research, the need to represent Texas Tech strongly in the coming Legislative session and the importance of strong and positive communications through channels on major issues. She reported that new titles of Vice President for Governmental Relations and Vice President for Legal Counsel

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Will be proposed to the Board of Regents at their November meeting. No salary increases will accompany these changes in titles.

Vice President for Development Colette Murray reported that the Enterprise Campaign, which closed August 31, exceeded the total goal of \$60 million, reaching \$75.3 million. All but two of the major goals were exceeded. The two which did not reach target levels were \$40 million for new endowments; actual amount was about \$30 million. Endowments for student scholarships did not reach target. The other goal not reached was for construction for a building for the Southwest Collection and for renovation of the Ex-Students Association building. Future development efforts will put increased endowments for student scholarships as first priority. Vice President Murray stressed the need to coordinate development efforts to increase donations and reach goals. She noted that \$20 million of Enterprise Campaign donations came from Lubbock County. She also reported on the status of the presidential search committee process and encouraged continued nominations from the faculty.

Executive Vice President and Provost Haragan reported briefly on proposed admission standards and implementation. He discussed the issues to be brought to the coming Faculty Convocation in November.

Assistant Vice President for Computing, Thomas Newman, reported in some detail on the proposed admission standards and on some projections of their impact on enrollment. His complete report is in the Senate office.

#### IV. Report on bylaws revision

Senator Mathis, Chair of the ad hoc committee to review Senate Constitution and Bylaws, discussed the bylaws revisions proposed. These proposals were distributed with the agenda of the October 12, 1988 meeting. Additional suggestions from the floor will be included in the proposal to go to Senators before the November meeting, when revisions will be brought to a vote. No changes are proposed for the Constitution.

#### V. Request to consider changes in criteria for Horn Professors

Executive Vice President Haragan had requested that the Senate consider and recommend to him whether or not faculty members holding endowed chairs could also be considered for Horn Professorships. It has been proposed that they be excluded. Senator Reid discussed the proposal. Senator Strauss moved that the request be referred to the appropriate Senate committee. (The question has been referred to the Faculty Status and Welfare Committee.)

#### VI. Other Business

Senator Margaret Wilson introduced an item of concern regarding an amendment to the Texas Constitution that will appear on the November ballot. This proposes to allocate one percent of state retirement fund balance to a venture capital fund.

Senator Payne pointed out vacancies on study committees from some Colleges. Senate President Stoune stated that he would work with the Committee on Committees to see that these vacancies were filled.

Meeting adjourned at 5:50 p.m.

Respectfully submitted,  
*Kary Mathis*  
Kary Mathis, Secretary 1988-89

AGENDA ITEM II.

Senator Reid's Report on the Academic Council Retreat at Junction  
October 9-11, 1988

Topics discussed at the retreat were:

1. Implementation of undergraduate admissions standards
2. Implementation of the TASP and required remediation
3. Implementation of the General Education Curriculum
4. Academic recruiting and scholarships, fellowships
5. Research planning

The topic papers are available in the Faculty Senate office.

## Reasons for proposed revisions

### Section 2.

To insure that the President feels secure in his faculty position and is not inhibited by perceived or overt pressures relative to tenure consideration in Senate leadership.

### Section 3.

To formalize the Vice President's role as Senate representative to the Academic Council.

### Section 4.

1. To reflect the actual location of these documents in the Faculty Senate office.
2. To formalize the Secretary's role as Senate representative to the Administrative Council. Both officers, serving with the President as the Agenda Committee, can help coordinate information and actions from the two Councils for Senate consideration and action.

### Section 6.

1. and 2. To insure committee establishment and availability during the summer, if needed, and to begin the following fall term smoothly.
3. To help insure continuity and a smooth and expeditious start to the fall term.

### Section 7.

To state meeting date establishment more generally and to allow meetings to be earlier as well as later than the second Wednesday.

### Section 8.

To accommodate absences from any called meetings during the summer. Recent summers have shown the importance of Senate activity and oversight during the long period from the first Wednesday in May (usual last regularly-scheduled meeting) to the second Wednesday in September, a period of 18-19 weeks. However, many faculty appointments and faculty commitments prevent attendance at called Senate meetings in the summer.

## SUGGESTED REVISIONS FOR BYLAWS OF FACULTY SENATE

### Section 2. President

- ① Add as first sentence: "The President shall be a tenured member of the faculty at the time of nomination for the office."

### Section 3. Vice President

Add as third sentence: "The Vice President shall represent the Senate on the University Academic Council."

Add into next sentence: "...such other duties..."

### Section 4. Secretary

- ③ Delete last portion of first sentence, beginning with "... and shall receive..."

- ④ Add as last sentence: "The Secretary shall represent the Senate on the University Administrative Council."

### Section 6. Committees

- ⑤ Add to second sentence: "...prior to adjournment of the final meeting of the spring term."
- ⑥ Substitute fourth sentence: "At the first meeting following the end of the spring term, the members of the standing or ad hoc committee shall elect a committee chairperson and such other officers as may be appropriate for the effective functioning of the committee."
- ⑦ Add as fifth sentence: "Senators whose Senate terms have not expired should continue their committee duties for the succeeding year."

### Section 7. Meetings

- ⑧ Delete from second sentence: "...or, if a holiday, on the next Wednesday which is not a holiday..."
- ⑨ Add as third sentence: "When meeting dates are not feasible, the Agenda Committee shall present alternate dates to the Senate for approval."

### Section 8. Vacancy

- ⑩ Change the first sentence to: "A Senate seat shall be declared vacant following three absences from regularly scheduled meetings without reasonable cause during a Senator's term of office."
- ⑪ Correct word in fourth sentence: "... to rule on validity..."

### Section 9. Agenda and Procedure

- ⑫ Third paragraph, fourth sentence, correct word: "...involve a matter..."

BYLAWS OF THE FACULTY SENATE OF TEXAS TECH UNIVERSITY

Section 1. Officers

The Faculty Senate shall elect a President, Vice President, and Secretary from its membership to serve for a term of one year beginning on the first day following the end of the spring term. A majority vote shall elect such officers. If on any ballot no person receives a majority vote then there shall be a runoff between those receiving the two highest vote totals. The President shall appoint a person who is not a senator to act as Parliamentarian at meetings of the Senate. The Parliamentarian shall advise the Chair on all matters of procedure at the meeting according to the latest revision of Robert's Rules of Order.

Section 2. President

① The President shall preside at meetings of the Senate. The President, as chairperson of the Agenda Committee, shall be responsible for preparing an agenda for each meeting and for distributing it to each senator on or before the Friday preceding the meeting. The President shall appoint the members of a Committee on Committees each of whom shall be a senator from a different school or college. The President shall act as a representative of the Senate in University forums other than meetings of the Senate or voting faculty, and shall communicate the Senate's advice and recommendations to appropriate University officers. No later than March 1 of each year, the President shall advise the Elections Committee of the need to conduct an election of senators to succeed those whose terms are about to expire. At other times the President shall promptly advise the election committee of any senatorial vacancy and shall request that the committee conduct a special election to fill such vacancy. No member of the election committee may continue as a member of the committee if he or she accepts a nomination for the office of senator.

Section 3. Vice President

② The Vice President shall serve as President in the event of the President's death, resignation or removal from office. In that event, the Senate shall elect a new Vice President to fill the unexpired term of office. The President may delegate to the Vice President such duties as the President may prescribe. The Vice President shall preside at the meetings of the Senate in the absence of the President.

Section 4. Secretary

The Secretary shall keep minutes and records of all the proceedings of the Senate ③ and shall receive and keep all reports and correspondence from committees of the Senate, University committees, University officers, and others. The Secretary shall regularly report the Senate's activities to the faculty of the University and shall promptly distribute the minutes of each meeting of the Senate and each meeting of the voting faculty to the faculty. The Senate meeting minutes shall include a roll of those senators who were present and those who were absent. ④

Section 5. Removal from Office

Any officer may be removed upon a two-thirds majority vote of the Senate. A vote shall not be taken unless a petition signed by 15% of the senators has been filed and attached to the agenda for the meeting at which the vote shall be taken.

Section 6. Committees

⑤ The Senate may establish such standing and ad hoc committees as it deems appropriate and may reconstitute an ad hoc committee as a standing committee. The Committee on Committees shall nominate and the Senate shall appoint the members of each standing or ad hoc committee. Members of committees need not be senators. ⑥ At the first meeting of the standing or ad hoc committee or at the standing committee's first meeting of the academic year, the members of the committee shall elect a committee chairperson and such other officers as may be appropriate for the effective functioning of the committee. The President, Vice President and Secretary shall themselves constitute an Agenda Committee. ⑦

Section 7. Meetings

The Senate shall meet at least monthly during the semesters of the academic year. Monthly meetings shall be held in the Senate Room of the University Center building, unless decided otherwise by the Agenda Committee, on the second Wednesday of the month or, if a holiday, on the next Wednesday which is not a holiday, at 3:30 p.m. The President of the Faculty Senate can call a special meeting of the Faculty Senate when this officer deems it necessary. A special meeting of the Faculty Senate must be called upon the receipt of a petition to the President of the Faculty Senate signed by at least ten members of the Faculty Senate. No business shall be transacted unless a quorum is present and continues to be present at the meeting. A majority of the duly elected and qualified senators constitutes a quorum. In the absence of a quorum the President may only make announcements of an informative nature, rule on the existence of a quorum, and recess once for a short period to attempt to secure a quorum.

Section 8. Vacancy of Senatorial Position

10 The Senate shall declare three absences during a Senator's term of office, without reasonable cause, constitutes a vacancy. The responsibility of reporting cause lies with the Senator.

Reasonable cause may be defined as absence due to other University duties or business, illness, absence from the campus during the summer, pressing personal matters.

The President of the Senate shall have the authority to rule on the validity of the cause of absence. The Senator affected may appeal the ruling to the Senate, which may overrule the President by a simple majority.

If a Senator is absent for more than five consecutive months with reasonable cause, the seat shall nevertheless be declared vacant.

An anticipated absence of more than five consecutive regular meetings shall be cause to declare a seat vacant when such an anticipation is supported by knowledge of the conditions which may be reasonably expected to cause the absence.

Section 9. Agenda and Procedure

The Agenda Committee shall prepare an agenda for each meeting and shall distribute it to each senator on or before the Friday preceding the meeting. The Agenda Committee may allot a time period for agenda items and, if so, the duration of discussion of such items at the meeting shall be so restricted unless altered by a majority vote of the Senate.

Any student, faculty member, or staff member of the University may bring a matter of university concern to the attention of the Senate by communicating with the President of the Senate. The Agenda Committee shall make an appropriate announcement of the matter either in writing attached to the agenda or by placing the matter on the agenda. However, only a senator can introduce a proposition to be voted upon by the Senate.

A procedural proposition may be introduced by a senator at a meeting. A substantive proposition may be introduced by filing the proposition with the President in time for it to be attached to the agenda for the next meeting. If the proposition does not involve a matter of significant academic import or a policy recommendation then it may be voted upon at the next meeting. However, if it does involve a matter of significant academic import or a policy recommendation, and unless waived by a two-thirds majority vote of the Senate, the proposition will be attached to the agenda of the meeting at which it is being introduced, the proposition will be offered for a short explanation, inquiry and debate at such meeting, and shall be committed by the Chair at the close of debate to an appropriate committee for study, report and recommendation. The proposition and the committee's report and recommendation shall be attached to the agenda for the next meeting and no vote shall be taken by the Senate before such meeting.

Section 9. Agenda and Procedure continued.....

Any senator may move to call to the floor any item or subject that is not on the agenda, but such non-agenda item or subject shall not be discussed or considered unless the Senate by majority vote shall amend the agenda. The agenda for the meeting shall be publicly posted or published in advance of the meeting. The Chair may permit any person the privilege of the floor unless the Senate by majority vote should withdraw the privilege.

All meetings shall be open meetings unless otherwise required by law or unless the Senate by two-thirds affirmative vote shall declare that a meeting or part of a meeting shall be conducted in closed session. No vote shall be taken while a meeting is conducted in closed session.

Section 10. Adoption and Amendment

These Bylaws have been adopted by a two-thirds affirmative vote of the Senate and can be amended only by a two-thirds affirmative vote of the Senate. A Proposal to amend these bylaws shall be introduced by filing the proposition with the President in time for it to be attached to the agenda for the next meeting.

Adopted this 19th day of April, 1978.

*Clarence D. Bell*

Attest:

President, Faculty Senate

*Roland E. Smith*  
Secretary, Faculty Senate

As amended October 12, 1983

Reflects amendment (Section 2, sentence 5) passed by the Faculty Senate on February 13, 1985