

**Texas Tech University**  
**Minutes- #202- Faculty Senate**  
**December 8, 1999**

The Faculty Senate met on Wednesday, December 8, 1999 in the Senate Room in the University Center with President Nancy Reed presiding. Senators present were Lawver, Thorvilson, Giaccardo, Shin, Borst, Drager, Dunham, Hartwell, Held, Iber, Lewis, Lodhi, Meek, Newcomb, A. Perez, G. Perez, Reeves, Rylander, Schaller, Stein, Tuman, Walker, Weinberg, Hein, Laverie, Hartmeister, Murray, Thomas, Burkett, Lakhani, Norville, Spallholz, Cochran, Boylan, Cardenas-Garcia, Carr, Cooper, Couch, Farley, McVay, Pigott and Trost. Senators Boal, Zhang, Crawford, Khan and Becker were excused from the meeting. Senators Elam, Stompler, Thompson and Van Cleave were unexcused from the Senate meeting.

**II. Call to order** was announced by president Nancy Reed at 3:17 p.m.

**II. Recognition of Guests-** Edward Whitfill from Wallace Bookstore

**III. Approval of Minutes #201** (November 17, 1999) were approved as read. Correction was made to the October's minutes. The Ad Hoc committee studying the Workload Policy. Senator Walt Schaller, chair along with Senators Hartmeister, Carr, Hein, Dunham, Giaccardo, Boylan, Laverie and Norville were commended for their work on the Workload Policy.

**IV. Remarks from Invited Guest.**

Edward Whitfill, Director of Wallace's Bookstore, Texas Tech University prefaced his remarks by stating the three things he wanted to cover in his speech; introduce himself, explain the changes taking place at the bookstore, and answer questions. Whitfill's background is in the bookstore business, having worked at several before coming to TTU in August of this year. He knew of the bookstore's problems before coming here. He has instigated the following policies to correct the problems with ordering textbooks that is the major source of problems.

- He has hired more people to make sure textbook orders are entered correctly into the computers.
- Textbook managers will double-check all textbook orders.
- He will personally check all textbook orders to make sure they are correct.
- He and his staff will check all textbooks and count them on the shelves 10-12 days before classes start. They will make sure the correct book is ordered and the proper number of books are on the shelf.
- If the bookstore runs out of a textbook the bookstore will find a copy (even if they have to air freight it) and get it to the student as soon as possible.
- Because of the congestion around the bookstore, the bookstore will deliver books to students, free of charge.
- Develop a "campus author" section.
- Upgrade the novel or recreational reading section of the bookstore- less romantic fiction more subject related books, such as Education and Architecture.
- The bookstore will have an open house January 6, 2000 and faculty members are invited to come and make sure their textbook orders are correct.

Mr. Whitfill then invited questions from the senate, but first the senate approved a motion to allow two faculty members (Ed George and Ed Steinhart) to ask questions as well. The following senators and guests asked the following questions or made the following comments.

Stein- I have been dealing with Wallace's for four years and have had problems with textbooks the entire four years. I have lost faith in Wallace's to correct the problem.

Whitfill- I hope to turn Wallace's around at TTU.

Newcomb- Does Wallace's have problems paying their bills to publishers? I heard the major reason that Wallace's could not get the textbooks ordered and on the shelves, was because they do not pay their bills on time.

Whitfill- Wallace does not have a cash flow problem. Problems occur with returned textbooks (unsold) and the payment of sold books. There is a 10-day period in which publishers want payment for books from a previous semester and will not accept orders from the upcoming semester. Once the problem with returned books is straightened out and payments are made, orders begin to be filled again.

Steinhart- There seems to be a lack of trust between Wallace and the faculty, students of Tech, and its own employees. Is there a willingness on Wallace's part to be frank and correct these problems?

Whitfill- Wallace's is making or has made many personnel changes to correct some of the problems. I trust Wallace's or he would not have gone to work for them.

George- Does Wallace's have a policy against employees discussing their salaries with people outside Wallace's? Are they dismissed if they do?

Whitfill- To my knowledge there is no policy against it. (Whitfill promised to answer this question in writing and send a copy to Ed George and the Faculty Senate.

Held- Where is Wallace's and TTU in the contract renewal process?

Whitfill- The Bookstore Committee of TTU will soon invite bids for a new 5-year contract for the campus bookstore. Companies interested in bidding of the contract have 60 days to respond. In May the committee will make a decision on the new contract. Wallace's plans to bid on the contract.

Tuman- What are you going to do to correct the following mistakes in textbook orders? Wrong titles and wrong editions.

Whitfill- Textbook managers will now double-check all orders. They will double-check the titles, editions, with the ISBN number to make sure the order is correct. I will personally double check all orders myself. When ordering books for a class with a history of large enrollments Wallace's will order 15% above the projected enrollment. For a small class with no history, Wallace will order only 40% of the estimated enrollment.

Held- Why are study guides shipped with some books when they are not ordered?

Whitfill- We do not order study guides unless they are ordered by the professor. Some study guides are shipped free of cost so Wallace's includes them with the text.

Steinhart- Why are some bundles (bundles of books) broken up and sold separately at additional cost?

Whitfill- Wallace's will generally not break bundles. We had one case last semester when 5 pieces of a 6-piece bundle came in. We broke the bundle and sold the text only.

Giaccardo- Is there any way you can "red flag" stolen books? And, is there any way Wallace's can have a branch in the Architecture building or somewhere else on campus?

Whitfill- Branch bookstores are fine with me, if we can at least break even on them. Wallace's can not do anything about stolen books unless the books are reported stolen. We advise every student, to put his or her name in their textbooks. We record and keep every transaction in which we buy back books. We will give the transaction to the police if they ask for it. If we find out a person is trying to sell a stolen book we will hold them at the store until the police arrive.

Schaller- Is there anyway to notify faculty that a text is out-of-print or out-of-stock?

Whitfill- The redundant system of checking textbook orders, now put in place, should identify titles that are out-of-print or out-of-stock indefinitely. Wallace's will try to notify faculty members immediately if their texts are unavailable.

George- Last year I ordered a book on April 15 and on July 29 Wallace's notified me the text was out-of- print indefinitely. Is there any way to reduce the time you (Wallace's) notify us that a text is out-of-print?

Whitfill- We will research, order, and respond to all textbook orders between 4 and 6 days. If the orders begin to stack up I will place extra people on textbook ordering to reduce the response time to 4 days.

Senator Stein stated that the Faculty Senate appreciated Whitfill coming and talking to us and that we (the faculty senate) do not hold him personally responsible for the past mistakes at Wallace's.

Whitfill thanked the senators and told them that he looked forward to seeing them at Wallace's open house on January 6, 2000.

#### **V. New Business**

At the Agenda meeting the following committee assignments were assigned.

Study Committee A (Senator Iber, chair) will study the minority student recruitment and retention "situation."

Study Committee B (Senator G. Perez, chair) will continue to study the Drop Policy. There is some confusion as to the resolution passed last month concerning drops and the late drop date now allowed at TTU.

Senator Newcomb wishes the committee to look into the confusion concerning the last day a course can be dropped in which the student receives a "withdrew passing" (WP).

The very efficient Study Committee B also will look into the "Intellectual Property Rights Policy" that Provost Burns wants the Faculty Senate to consider.

#### **VI. Old Business**

J. Perez, chair of the Faculty Status and Welfare Committee, stated the committee had conducted the following business:

The new university calendar does not require faculty to teach more than the 9 months as stipulated in their contracts.

The new faculty evaluation forms will be ready by February. They will be tested on some students and tested to see if they are computer friendly, before they are distributed for use.

A childcare center is being studied with the help of Senators Reeves and Giaccardo. Right now research is being performed. The staff, students, and faculty senates are working together on this project. No one knew if the Health Science Center was interested in this as well. Due to the illness of senator Becker the resolution on "Intellectual Freedom of Academic Libraries" was not reported on.

#### **VII. Announcements**

Daisy Floyd, Chair of the TTU Teaching Academy wants the Senate to pass a resolution in support of an outstanding teaching award known as the "Socrates Professorship Teaching Award." The Senate will seek feedback on this issue and talk about this at a future date.

Committee on Committees, will be convened by Senator Elam and will meet to assign senators to university committees next year Update on the Presidential Search Committee. The Search committee decided to use the services of an executive search firm in its search for a new President. The committee has seen a presentation from one firm and expects to see another presentation shortly. The Position announcement states that the President answers to the Chancellor and the Board of Regents.

#### **VIII. Adjournment**

And with that President Reed adjourned the meeting at 4:25 with the words "Have a Merry Christmas and a Happy New Century!"

Sincerely,

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Jack Becker  
Faculty Senate Secretary  
1999-2000