



Texas Tech University

LUBBOCK, TEXAS 79409 / (806) 742-3856

The Faculty Senate

November 1, 1978

TO: MEMBERS OF THE FACULTY SENATE

FROM: Margaret Wilson, President

SUBJECT: Agenda for Meeting #9, November 8, 1978

The Faculty Senate will meet on Wednesday, November 8, 1978, at 3:30 p.m. in the Senate Room of the University Center. The agenda is as follows:

- I. Minutes of October 11, 1978 Senate Meeting
- II. Discussion of Invocations - President Cecil Mackey
- III. Announcements
 - A. Nominations for Graduate Council and Radiation & Laser Safety Committee
 - B. Computer Usage
 - C. Budget Advisory Council
 - D. Excerpts from Academic Council Minutes
 - E. Excerpts from Board of Regents Meeting
 - F. Merit Salary Increase Policy for Classified Personnel
 - G. Minutes from University Committees
 - H. Senate ad hoc Committees
 - I. Correspondance from Faculty Senate Office
- IV. Resolution on Retirement - Dr. Harry Jebsen
- V. Committee on Committees - Dr. Helen Brittin
- VI. Resolution on Carillon - Dr. Valerie Chamberlain
- VII. Other Business

ANNOUNCEMENTS

- A. As reported by chairperson Helen Brittin at the October meeting all University committee positions were filled by persons nominated by the Senate with the exception of the Graduate Council and Radiation & Laser Safety Committee. The Senate President was requested to investigate the reasons for these exceptions. The membership of the Graduate Council, included in its charge, is: "1. Nine members of and elected by the Graduate Faculty for three-year terms. 2. Two members of the Graduate Faculty recommended by the Graduate Dean for two-year terms. 3. The Graduate Dean...." As reported by chairperson, Brittin the members of the Radiation and Laser Safety Committee are specified as persons with a high degree of expertise in use of radioactive materials and lasers. The charge to this committee includes this statement concerning appointment of committee members: "Members of the Committee, other than those specified by virtue of position, will be appointed by the Vice President for Research and Graduate Studies...." Therefore, in both instances the Faculty Senate nominations were actually not necessary and it would seem that in the future the Committee on Committees need not concern itself with nominations for them.
- B. In a meeting with Vice President Hardwick on 18 October I was advised that TTUSM does not have priority over TTU in computer usage although it may seem that way due to billings which are done through the computer and which take up a great deal of its time. Efforts are being made to get this work done by an off-campus computer which would alleviate but not solve the problem. Dr. Hardwick asked that I express to the Senate his sincerity in making every effort to get the computer processing straightened out.
- C. At the same meeting I questioned whether or not the Academic Budget Council was going to be a viable University Council. Dr. Hardwick has met with Louise Luchsinger, Chairperson, and a meeting has been set up for the entire Council to meet with him. He assured me that he would make every effort to keep the Council informed and consult with them on significant budgetary matters. Specifically, he mentioned the biennial budget which will be drawn up, following passage of the Appropriations bill by the Legislature, and the prioritizing of departments.
- D. The Minutes of the Academic Council are on file in the Senate Office for anyone who wishes to read them in their entirety.

September 26, 1978:

1. The first item concerning priority assessment of programs was read to the Senate verbatim at the October meeting.
2. There is a need to keep central administration informed about upcoming accreditation activities. The master list for accreditation is to be recirculated for continued scrutiny.
3. The list of persons to be considered for tenure this year has been distributed to deans. "Dr. Hardwick reiterated the need for course evaluation and peer evaluation of probationary faculty to be used in the review process for tenure and promotion." Since any modification of the tenure policy has several consideration steps before it could become final and the projected time for adoption of

any revised policies is uncertain, tenure considerations for this year will be in accordance with existing policy.

4. The Academic Council will become more directly involved in planning for the use and funding of the Computer Center. The 1977-78 report of the Instruction and Research Computing Committee will serve as an information base for the development of the Computer Center operation plans.

5. The need for fee collection, either full or partial, at the time of student registration was discussed. Both confusion and loss of income may occur with the present system, i.e., billing after registration. There will be [was to be] further discussion at the next meeting.

6. A brief discussion was held concerning means to provide incentive for academic excellence. Discussion will [was to] continue at the next meeting.

October 10, 1978:

1. "There was a report on a conference with the Coordinating Board staff regarding submission of new programs. The position of the Coordinating Board staff was that the program resources of Texas Tech were spread thinly and that attention should be given to reducing programs if new program requests were to receive favorable recommendations by the staff of the Coordinating Board. There was also direction for at least a 5% net reduction in course inventory. There was substantial discussion regarding approaches to considering programs, particularly those in which there was low degree production and/or high cost factors involved."

2. Summer budget materials were distributed and Deans will return budgets to the office of Academic Affairs by November 2.

3. A list of renovation priorities for academics was distributed. Possible changes in priorities will be discussed at the next meeting. Renovations costing less than \$50 are to be paid for from departmental operating funds; items up to \$1000 should be accomplished from funds available to deans. Space Committee must approve any items which would result in change of use of space.

4. Nominations for Piper Professor are due October 20 and recommendations for Horn Professor are due November 15.

5. Salary payments made on appointment forms must be to persons who have a valid social security number.

E. The minutes of the meetings of the Board of Regents are on file in the Senate Office for your perusal.

September 29, 1978:

1. Resolutions were read memorializing Dr. D. M. Wiggins and honoring Mr. J. T. King for his many years of service in the Department of Athletics.

2. Approved a policy on small classes which noted that the Vice President for Academic Affairs shall approve or disapprove such classes. Any one of the following requirements may be considered for authorization to teach a small class: (1) required course for graduation which may affect date of graduation of those enrolled; (2) required course for majors in this field and should be

completed to keep proper sequence in courses; (3) inter-departmental (cross-listed) courses taught as a single class by the same faculty at the same station, provided that the combined courses do not constitute a small class; (4) course in newly established degree program, concentration, or support area; (5) first time offering of the course; (6) class size limited by accreditation or state licensing standards; (7) class size limited by availability of laboratory or clinical facilities; and (8) course voluntarily offered by a faculty member in excess of the institutional teaching load requirement and for which the faculty member receives no additional compensation.

3. Emeritus status was conferred on nine faculty members

4. Dr. Mackey reported that research funding was up from \$7.6 million last year to \$11.5 million this year and there is nearly a 20% increase in funded proposals.

5. Dr. Mackey reported that fall enrollment set an all-time record of 22,721 students with 19,995 undergraduate and 2,902 graduate students.

6. Approved a contract form to be used in executing agreements between Texas Tech University and the authors of works published by Texas Tech Press.

7. Approved a policy that, for 1979-80, a \$100 advance payment must be received prior to July 1 in order to reserve residence hall space, the advance payment being applied to board and room charges for the first semester.

8. Supported the establishment of an endowment fund to support intercollegiate athletics, such a fund to in no way reduce the current operating budget of intercollegiate athletics.

9. August 17, 1978 is recorded as completion date of the Agricultural Pavilion.

10. September 14, 1978 is recorded as completion date for renovation of the Animal Sciences Building Phase II.

11. Approved the construction of a utility connection to the new addition to the Electrical Engineering Building and authorized receipt of bids.

12. Approved continued employment for 1978-79 of a Technician in the Textile Research Center who was 65 prior to September 1, 1978

13. Approved the following policy: "Resolved, that the retirement of all classified professional and administrative employees will be on or before the last day of the fiscal year in which the employee reaches age 70. Annual appointments after age 70 may be permitted with specific Board approval. During discussion of the motion it was made clear that tenured faculty members are not included. The 1978 amendments to the Age Discrimination and Employment Act raised the protected age limit for non-faculty employees from 65 to 70 years of age. The extended protection to age 70 does not become effective until July 1, 1982, as to tenured faculty members."

F. Merit increases for classified personnel will be continued this year. Funds for this purpose will come from lapsed salaries. The increase will be effective February 1, 1979, and is in addition to the across-the-board statutory increases mandated by the Legislature. Increases will range from 2 to 6 percent, the total not to exceed 2% of the total classified salary base by vice presidential area. In line with this I have written Vice President Hardwick and requested that Mrs. Grace Frazier be given a raise in rank to Administrative Assistant I

with a corresponding raise in salary.

- G. Minutes have been received from the Tenure and Privilege Committee, Rod Schoen, Chairperson, and Jacq Collins, Secretary; Student Publications Committee, Chairperson yet to be elected; and Library Committee, Henry Shine, Chairperson. No attempt will be made to summarize these minutes as this is the charge of the Committee on Committees. However, as the minutes are received, certain portions may be called to your attention.

1. Tenure & Privilege Committee - a letter has been drafted by Schoen which is presently being circulated among committee members. Following approval of the letter it will be sent to President Mackey and will call attention to concerns of the committee which were verbalized in the 1977-78 Annual Report of the committee.

Library Committee - met twice in late spring and once this fall. In addition Dr. Decherd Turner, Director of the Bridwell Library, SMU, visited the campus for two days in August as the rare book consultant. The committee presently has three sub-committees at work: Core sub-committee, chaired by Jim Graves; Rare Book Collection sub-committee, chaired by Paul Cutter; and copying services sub-committee, chaired by James Brink. I believe any of these subcommittees would welcome input from Senators.

- H. The ad hoc Committee on Academic Excellence Fund has sent a letter to the Office of Development requesting information as to what has been done in the past to secure monies for this fund. As of this date no reply has been forthcoming. The ad hoc Committee on Equus has met and Jim Howze was elected chairperson. Several interviews have taken place and more have been scheduled. The Committee is attempting to move with all haste. The ad hoc Committee to Study Faculty Contracts has met but deferred election of a chairperson due to absence of a committee member with illness in the family. Committee members were given assignments for the next meeting. The ad hoc Committee on Retirement Investigation has sent a letter to other institutions regarding their retirement policies. They have also asked Dr. Marilyn Phelan for a written report on Texas Tech policy re contracts, etc.

- I. The following letters were sent from the Faculty Senate office since the October meeting:

1. To Committee on Committees re replacement of Robert Steadman on Convocations Committee;
2. To Walter Calvert, Chairperson, Election Committee re replacement of Thomas McLaughlin on Faculty Development Committee;
3. To William Cain and members of ad hoc Committee to Study Faculty Employment Contracts giving the charge to the committee;
4. To Committee on Committees requesting nomination of persons to serve on ad hoc committee to recommend procedures for replacing senators who must be absent temporarily from their duties;
5. To Vice President Hardwick re upgrading the position held by Mrs. Grace Frazier;
6. To President Cecil Mackey inviting him to attend the November meeting;

7. To Bill Dahl expressing appreciation for being willing to serve on the Grievance Committee and to Robert Weninger, Chairperson, re Dr. Dahl's election to that committee;
8. To Committee on Committees re replacement of Hong Lee on International Education Committee and to Hong Lee expressing appreciation for service rendered to that committee;
9. To members of ad hoc Committee on Invocations, discharging committee, and expressing appreciation for services rendered;
10. To L. B. Blackwell re lack of School of Law member to replace Dan Benson on Academic Affairs and Status Committee;
11. To Ken Thompson, for transmittal to Benefits and Retirement Committee, re NEA Washington Report on social security legislation and to Bruce Kramer acknowledging that the ad hoc committees request had been complied with;
12. To D. N. Peterson re security drops for final grades or keeping office open on December 23 and calling attention to certain abnormalities in receiving materials from Registrar's Office;
13. To Vice President Hardwick for transmittal to Admissions and Registration Committee re investigation of necessity for 7th summer conference.

RESOLUTION

Resolved, that the Faculty Senate of Texas Tech University urges the Board of Regents to change the age limit on mandatory retirement to age of 70, and that this change in retirement policy be enacted as rapidly as possible, far in advance of the required 1982 law.

This move will place the faculty on par with the classified personnel who in January 1979 will be protected by the new federal law.

— Dr. Harry Jebson

RESOLUTION

Whereas many faculty members and students enjoy the carillon music heard periodically on campus near the Administration Building, and

Whereas the time and effort Dr. Judson Maynard and the students spend providing this music is appreciated

Be it resolved that the Faculty Senate go on record as supporting the continuation of the carillon music, and

Be it resolved that the Faculty Senate go on record as expressing its gratitude to Dr. Judson Maynard and the students who provide the carillon music.

-- Dr. Valerie Chamberlain