

Minutes

Meeting #8, October 11, 1978

Faculty Senate

The Faculty Senate met on Wednesday, October 11, 1978 at 3:30 p.m. in the Senate Room of the University Center with Margaret Wilson, President, presiding. Senators present were: Adamcik, Alexander, Allen, Aycock, Brittin, Chamberlain, Christian, Cummins, Dale, Davis, Eissinger, Elbow, George, Higdon, Hunter, Jebson, Keho, Kellogg, Lee, L. Luchsinger, V. Luchsinger, McDonald, McGlynn, McGowan, McLaughlin, McPherson, Mehaffie, Michael, Mogan, Morris, Nelson, Newcomb, Oberhelman, Owens, Pearson, Reichert, Rylander, Sanders, Sasser, Stoune, Tereshkovich, Troub, Vines, Walkup, Williams, and Wright.

Senators absent were: Dixon, Gillas, Mann, Shine, Smith, Sowell, Wade, and Wagner.

Guests included Dr. Jerry D. Ramsey, Associate Vice President for Academic Affairs; Marsanna Clark, University Daily; and Jeanie Field, External Vice President, Student Association.

SUMMARY OF BUSINESS TRANSACTED

THE SENATE:

- 1) heard Margaret Wilson report on a meeting between herself and representatives of the Registrar's Office detailing the problems of that office.
- 2) forwarded to the Admissions and Registration Committee a recommendation that the 7th Freshman Conference be eliminated.
- 3) heard a lengthy explanation of the Institutional Resource Allocation procedure.
- 4) heard a report from the ad hoc Committee on Invocations
- 5) heard an interim report from the ad hoc Committee on the Academic Excellence Fund.
- 6) heard an interim report from the ad hoc Retirement Investigation Committee.
- 7) heard a final report from the ad hoc Committee to Review Tenure Policy.
- 8) moved the appointment of an ad hoc committee to develop a policy for filling temporary vacancies on the Faculty Senate.
- 9) moved the acceptance of committee appointments as recommended by the Committee on Committees.

Wilson called the meeting to order at 3:35 p.m. and recognized the guests.

I. MINUTES OF THE SEPTEMBER 13, 1978 MEETING:

Minutes of the September 13, 1978 meeting were approved as distributed with two corrections: (1) on page 4, under excerpts from the Academic Council Minutes, number 10, the name Ron Schoen was corrected to Rod Schoen, and (2) on Page 5, item IV, Report on Invocations, the sentence "The motion carried" should be added at the end of paragraph 4.

II. ANNOUNCEMENTS OF GENERAL INTEREST

A. Wilson suggested that, beginning with the November 1978 Faculty Senate meeting, the minutes reflect those senators present, those absent, and those who are absent because of other University business. There being no objection voiced to this proposal, it will be implemented as presented.

B. Report on Invocations Policy Statement - Dr. Margaret Wilson

"As many of you probably did I ran to the office to look up I, 4.7 in the Red Book following our last Senate meeting. Upon finding that there was no I, 4.7 I met with Vice President Hardwick and he too could not find it. My next visit was to Freda Pierce, Secretary of the Board of Regents, who keeps an indexed file of all Regents matters. Mrs. Pierce readily volunteered her services to look up any policy for the Senate. I next talked with Sharon Nelson, Executive Secretary to the President. We reached a conclusion that the I, 4.7 applied to some document other than the Red Book. Both Vice President Hardwick and Mrs. Nelson reported that President Mackey is presently looking at University and Board policies. Mrs. Nelson assured me she would express my concern on behalf of the Senate that policies of this nature should be either in the Operating Systems & Procedures Manual or in some other location readily accessible to faculty." -- Faculty Senate Agenda and Announcements, October 4, 1978.

During the Senate meeting Wilson added that, subsequent to the printing of the Agenda and Announcements concerning the reference to prayer at football games, one copy of policy I, 4.7 had been found in the Operating Systems & Procedures Manual in the office of Dr. Marilyn Phelan, General Counsel. This appears to be the only copy of this policy extant aside from the Regents files.

C. Wilson stated she had written two letters, one to Reverend Dudley Strain thanking him for his past work on the Invocations Committee and expressing regret that other commitments make it impossible for him to serve further on this committee, and another to members of the ad hoc Committee on Equus, giving them a copy of the resolution and appointing a temporary chairperson.

D. A memo from Vice President Robert Ewalt states that he has taken the advice of the New Students Orientation Committee and is abolishing the group.

E. Report on Meeting with Registrar and Staff - Dr. Margaret Wilson

"On September 28 I met for two hours with D. N. Peterson, Don Wickard, and Mike Smith. I expressed the concerns of the Faculty Senate re inaccuracies of computer system in notifying faculty of student status. From this meeting I received the following information of which I believe you should be aware:"

- (1) Vice President Hardwick, as you have been notified by letter, has been put in charge of the Computer System as it is concerned with academics;
- (2) The last day to drop a class for a summer session is one week before final exams. By the time the Registrar's Office has worked the drop-add slips and the Computer Service has keypunched the final printout it arrives at the same time as your grade sheets or slightly later;
- (3) Students can withdraw from the University on the last day of class or during finals if the Deans sign the withdrawal notice;
- (4) Deans occasionally backdate status change forms;
- (5) Mr. Wickard has only one person for coding and checking drop-adds; this person's job is made more difficult by drop-add slips coming in with non-existent courses and/or sections on them, two slips coming in with the same effective date on them with one slip adding the course and the other dropping the course, drop slips for a student not enrolled in a course originally, etc.;
- (6) We have the highest percentage of error in recording grades in our history at the present time; the pass/fail policy (instructors not knowing who is taking a course p/f) is one of the biggest reasons. The computer has to interpret the grades and mistakes are being made;

(7) Mr. Smith turned in to the Computer Center this fall's student status reports on September 15; he received the printout on September 26 which makes it virtually unnecessary as 12th day class rolls will reach faculty members at approximately the same time;

(8) The Computer Center normally has three keypunch operators. One of the three is presently on leave due to the imminent arrival of a baby. Kelly Girls have been hired, but due to their unfamiliarity with the programs, have made more than the usual number of errors;

(9) The computer has been tied up with payroll for some time; payroll has priority;

(10) Even during registration, TTUSM has priority over TTU; hence, the sometimes lengthy wait for new class cards;

(11) The 7th Freshman Conference held on the day prior to regular registration ties up the Registrar's Office (editorial comment: and all the departments on campus when they could be using the time to better advantage for departmental and college meetings); this fall 382 students registered during the 7th Conference;

(12) Mid-semester "freshman" class rolls will contain some upperclassmen; these students are usually transfers. The computer has not received the information on how many hours have been transferred in and automatically makes the students freshmen;

(13) There will be a real problem with fall semester grades which are due December 27 at 2 p.m. On December 22 at 5 p.m. all classified personnel start their holiday. The campus post office is closed as of that time and, while mail will be delivered to the campus post office, the Registrar's Office will not be able to get their mail. Therefore, it is stressed: **DO NOT MAIL YOUR GRADES.** From the 23rd to the 27th West Hall will be locked; it will be open on the 27th;

(14) All three gentlemen asked that I assure the members of the Faculty Senate that they know their roles, their problems, and our problems and are concerned with faculty input. They stress the need for continued communication. They assured me that a communique will be sent to deans and department chairpersons advising them that drop-add slips should be sent to appropriate faculty members as quickly as possible, especially those which are section changes for the same course. They also assured me that they will confer with teachers of large classes and find out their special problems.

Item E. was discussed at length by the Senators. Wilson was directed to call number 10, under item E. to the attention of Dr. Charles Hardwick whose office is responsible for academic computer operations, and to request clarification of the assignment of priorities for computer use.

Number 11 under item E. was also discussed. Kellogg moved that the Senate recommend the elimination of the 7th Freshman Conference.

Vines offered an amendment to the Kellogg motion, referring the Senate recommendation for the abolishment of the 7th Freshman Conference to the Admissions and Registration Committee for action.

Vines' amendment carried.

Kellogg's motion carried as amended.

F. Excerpts from Academic Council Meeting Minutes (Minutes on file in the Faculty Senate Office for anyone to peruse.)
September 26, 1978

1. "There was discussion of priority assessment of programs throughout the University.

"There has been a problem in obtaining data on which to develop criteria for the assessment. Projected plans are to provide fall 1977 and fall 1978 data for use by departments in reviewing their program.

There was discussion of need for faculty input into the process in making qualitative assessments of programs according to criteria. Deans were asked to involve chairpersons and faculty in the college reviews in providing a quartile categorization of departments.

It was indicated that the Academic Affairs Office would provide guidelines to indicate steps in the process." -- Item 7, Minutes of the Academic Council Meeting of September 12, 1978.

Jerry Ramsey, Associate Vice President for Academic Affairs, commented at length on the Institutional Resource Allocation process noted under item 7 of the September 12 Academic Council Meeting and quoted above. Ramsey indicated that the resource allocation was being made in response to requirements from the Coordinating Board for implementation of new programs. He discussed the criteria to be used in the evaluation of academic programs at Texas Tech University and stated that faculty input would be made at the Department level through the departmental chairpeople. The administration envisions a division of programs into quartiles, the first of which would include programs earmarked for increased funding, the middle two quartiles to receive continued funding at current levels, and the fourth to be designated for reduced funding in the event that budgetary limitations are imposed. Ramsey's remarks elicited considerable comment, including several indications of dissatisfaction with the procedure by which data were selected for use in establishing the rankings of programs.

III. REPORT FROM AD HOC COMMITTEE ON INVOCATIONS - Dr. Robert Davidow

This committee obtained information on the practice of invocations at football games at four schools - Universities of Arkansas, Texas A & M, Houston, and Texas-Austin. The practice at Arkansas and Texas A & M is to give an invocation before the games. No invocations are given at Houston or at Texas - Austin games. The question of constitutionality is still open, with the issue of whether invocations are a matter of "practice" or "policy" being a crucial factor.

Wilson expressed appreciation to Davidow, David Cummins, and Bruce Kramer of the School of Law, each of whom chaired ad hoc Senate committees this year.

IV. INTERIM REPORT FROM AD HOC COMMITTEE ON ACADEMIC EXCELLENCE FUND - Dr. David Cummins

The committee is unable to make recommendations on the Academic Excellence Fund until evaluation is made of solicitation efforts and the response to them. The committee is studying such solicitations and the responses to them by potential donors over the 3½ years since the fund was established. When this study is complete and the data analyzed, the committee will make appropriate recommendations to the Senate.

V. INTERIM REPORT FROM AD HOC RETIREMENT INVESTIGATION COMMITTEE

Wilson called attention to Dr. Bruce Kramer's report from the Retirement Investigation Committee which was enclosed with the agenda. There was a brief discussion of social security coverage of teachers and pending legislation which affects the social security system. It was noted that TTU faculty may not be affected by the proposed legislation

which appears to apply only where social security coverage for teachers has been terminated.

VI. REPORT FROM COMMITTEE TO REVIEW TENURE

Wilson reported that the ad hoc Committee to Review Tenure Policy has concluded its work. The final draft of the Tenure Policy is being prepared for the committee to proof read and refine before the final policy is sent to President Mackey for action.

VII. REPORT FROM REGISTRAR'S OFFICE

The Registrar's Office has offered to remain open on Saturday, December 23rd in order that faculty members may submit their grades before Christmas break if enough faculty members want this service. After discussion it was decided that an outside grade depository might be the answer to the problem but that if it could not be arranged, then the Senate would ask that the Registrar's Office remain open on December 23rd. Wilson was instructed to convey this message to the Registrar's Office.

VIII. CONSTITUTIONAL AMENDMENTS

A need has arisen to decide what is to be done when a Senator is temporarily unable to represent his college or school on the Faculty Senate.

There is also a need to update the Constitution since the original document referred to the chairpersons of the Men's Athletic Council and the Women's Athletic Council, which are now combined into a single unit.

Discussion arose over whether or not a constitutional amendment is actually needed to provide a means by which Senate positions can be filled temporarily. It was suggested that this matter could be taken care of by amending the bylaws or by some other procedure the senators themselves might agree upon. Hunter moved the following procedure: If a Senator is absent for two or more Senate meetings in succession he should designate, in writing to the Faculty Senate President, someone who will attend in his place.

Vines moved that the Senate recess for 5 minutes to discuss the matter. The motion failed.

Newcomb moved that the agenda be altered to reflect Hunter's motion. Newcomb's motion carried.

Newcomb, Wright, Reichert and Cummins spoke against Hunter's motion. Vines spoke in favor of the procedure.

Hunter's motion failed.


Adamick moved that a committee be appointed to work on a procedure by which temporary Senate vacancies can be filled. The committee would report at the next Faculty Senate meeting following appointment of its members. The motion carried.

IX. REPORT FROM THE COMMITTEE ON COMMITTEES - Dr. Helen Brittin

Brittin reported that the Committee on Committees unanimously approved the following termination dates for members of the Election Committee: Walter Calvert, 1979; Margarette Harden, 1980; Alexis Tan, 1981. Nominated to the Senate ad hoc Committee on Equus were: James R. Eissinger, School of Law; James D. Howze, Art; Henry C. Thomas, Physics. Nominated to serve on the Senate ad hoc Committee on Faculty Employment Contracts were: Ruth Wright; Political Science; Rodric Schoen, School of Law; Jacquelin Collins, History; Bill Cain, Business Administration; and Ruth Volz, Home Economics. These nominations were approved by Senate vote. Brittin moved that the Senate approve the Committee on Committees' nominee, Bill E. Dahl of Range & Wildlife, to replace Sujit K. Roy of Agricultural Economics on the Grievance Committee. The motion carried.

* The meeting adjourned at 5:45 p.m.

Respectfully submitted,


Gary S. Elbow, Secretary
Faculty Senate

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* Brittin reported, that at the request of the Senate, a study was made which showed that new faculty appointments to University Standing Councils and Committees for 1978-79 were from those persons nominated by the Senate, with the exception of the faculty appointed to the Graduate Council and Radiation and Laser Safety Committee.