



Texas Tech University

The Faculty Senate

December 9, 1983

TO: Members of the Faculty Senate

FROM: William J. Mayer-Oakes, Vice President

SUBJECT: Agenda for Meeting #55, December 14, 1983

The Faculty Senate will meet on Wednesday, December 14, 1983, at 3:30 p.m. in the Senate Room of the University Center. The agenda is as follows:

- I. Introduction of guests.
- II. Approval of the minutes of the November 9, 1983 meeting.
- III.* Changes needed in 1983-84 regular meeting schedule: a) February room change; b) April conflict -- see attachment #1.
- IV.* Convocation announcement -- see attachment #2.
- V. Council of Faculty Governance Organizations representative confirmation.
- VI.* Status and Welfare Committee report on Faculty Handbook (Senator Twyman) -- see attachment #3.
- VII.* Agenda Committee report on uniform reporting date concerns (Secretary Coulter) -- see attachment #4.
- VIII. Report of Vice President on "24 issues" status and prospects.
- IX.* Statement, proposal and charge for an "ad hoc committee on Long Term Planning and Priorities for the University" (Senator Mayer-Oakes) -- see attachment #5.
- X.* Presentation and consideration of three items from Vice President Darling:
 - a) academic dishonesty -- see attachment #6;
 - b) library staff interests -- see attachment #7;
 - c) 1984-85 Faculty Development Leave increase.

XI. New Business .

XII. Other Business .

XIII. Announcements (herewith) .

a) Senate actions since last agenda:

- 1) Designated Senators to convene each of the standing committees of the Faculty Senate;
- 2)* Informed Vice President Darling of the status of the studies and reports on the "24 issues" given to the Faculty Senate by Dr. Cavazos in 1982 -- see attachment #8;
- 3) Informed Vice President Darling of the results of the election for members of the Faculty Grievance Panel;
- 4) Forwarded (to the appropriate administrative officials) the slate of nominees approved by the Faculty Senate (at its November meeting) for appointment to various University Committees and Councils;
- 5) Forwarded to Vice President Ewalt the Faculty Senate's request that chairpersons of the Women's Studies and Ethnic Studies Committees be included as members of the Minority Affairs Committee.

b) Items of interest to faculty from Academic Council meeting:

- 1) "Units using the administrators evaluation form for chairs, deans, and associate deans ... were asked to review the evaluation format" (from minutes, October 18 meeting).

X. Adjournment .

* Items marked with asterisk have numbered attachment.

Attachments For Meeting #55

- #1) April meeting date conflict
- #2) Convocation announcement
- #3) Faculty Handbook report
- #4) Uniform reporting dates
- #5) ad hoc committee proposal
- #6) academic dishonesty
- #7) library staff interests
- #8) "24 issues" correspondence



ATTACHMENT #1

Texas Tech University

Vice President for Academic Affairs

November 28, 1983

Professor Charles P. Bubany
President, Faculty Senate
Campus

Dear Professor Bubany:

As you are aware, the Faculty Convocation has been scheduled for March 28, 1984. Due to the fact that President Cavazos will be out of the country at that time, he has asked that we reschedule the Convocation for April 11.

Since the Faculty Senate is scheduled to meet on April 11, would it be possible for you to postpone your meeting date to April 18, so that Senate members will be able to attend the Convocation. I hope this will not inconvenience the Senate too much, and want you to know we appreciate your cooperation. Best personal regards.

Sincerely yours,

A handwritten signature in cursive script, reading "John R. Darling".

John R. Darling
Vice President

JRD/lis



ATTACHMENT #2

Texas Tech University

Office of the Vice President for Academic Affairs

November 8, 1983

TO: University Faculty
FROM: Convocation Committee

The Fall 1983 graduation will take place at 7:00 p.m. on Friday, December 16, in the Coliseum. There will be only one ceremony this Fall. The speaker will be Dr. William S. Banowsky, President of the University of Oklahoma. He is well known in this area and will contribute to this occasion. Each of the graduates will be individually recognized, so there should be a large crowd of students. The committee plans to have seating for 1,600 students and 400 faculty so there should not be a problem this time.

The Bookstore has informed us that the last day to order academic regalia is November 11. The price has gone up slightly, and the amount depends upon the items ordered. The Faculty will be asked to assemble at 6:30 p.m. at the southeast part of the concourse (same area as last year). As customary the Faculty will form double lines, and the graduates and stage party will pass between.

We look forward to seeing all of the faculty at the ceremony and hope that you have an enjoyable experience on this occasion.

December 7, 1983

TO: Members of the Faculty Senate

FROM: Briggs Twyman
Chair, Faculty Status and Welfare Committee

RE: Status of the review and revision of the Faculty Handbook

1. With the exception of final committee review of the revision of one section of the handbook, the work of the Committee was completed in the Spring semester of 1983. The faculty member responsible for the missing revision completed his work in October and forwarded it to the Office of Academic Affairs. The committee finds no compelling reason for further review of the document.
2. In the committee's unanimous opinion publication of a new edition of the Faculty Handbook is desirable at this time -- that is, before action by the Board of Regents on the new tenure and financial exigency policies -- only if the Office of Academic Affairs agrees to comply with the following resolution.
3. Be it resolved that the Faculty Senate approves publication of a new edition of the Faculty Handbook provided that
 - (1) The new edition clearly states that a revision of the tenure policy and a new financial exigency policy are pending with the Board of Regents.
 - (2) The "faculty committee" of Section IV. 8 of the tenure policy (so numbered in both the 1970 and 1976-77 editions of the handbook*) be identified as the Tenure and Privilege Committee (as in the earlier edition).

* see 1970, 1976-77 Handbook page reproduction on reverse side of this sheet

granted as a result of promotion unless the same procedures have been used.

2. The precise terms and conditions of every appointment shall be stated in writing and shall be in possession of both the University and the teacher before the appointment is consummated.

3. The probationary period for an instructor is seven years.

4. The probationary period for an assistant professorship is five years. The teacher within the University who is promoted from the rank of instructor without tenure to that of assistant professor shall thereby acquire tenure if he has served in the rank of instructor for a period of five years or more in the University. Years of service in the instructorship of the University, if fewer than five, shall be counted toward completion of the five-year probationary period for the assistant professorship.

5. The probationary period for an associate professorship is four years. The teacher within the University who is promoted from assistant professor without tenure to associate professor shall thereby acquire tenure when his total service at the University is four years.

6. The probationary period for a professorship is three years. The teacher within the University who is promoted from the rank of associate professor without tenure to the rank of professor shall thereby acquire tenure when his total service at the University is three years.

7. If an individual has served as a teacher in another institution of higher learning, or if he has had other comparable experience, the University may count that experience as one year of his probationary period, if the original letter of appointment so stipulates.

8. If a faculty member on probationary appointment alleges that a decision not to reappoint him is caused by considerations violative of academic freedom, his allegations shall be given preliminary consideration by a faculty committee.* If the committee concludes that there is probable cause for the faculty member's allegation, the matter shall be heard in accordance with the procedures outlined in Section VI, except that the faculty member shall be responsible for stating the grounds on which he bases his allegations and the burden of proof will rest upon him.

V. Grounds for Termination of Continuing Appointment

Grounds for termination of continuing appointment are only for adequate cause, except in the case of retirement for age, or under extraordinary circumstances because of demonstrably bona fide financial exigency.

VI. Procedure for Termination of Continuing Appointment

Termination of the employment of a faculty member who enjoys continuing appointment and of all other faculty members before the expiration of the stated period of appointment, except by resig-

*[The Committee on Tenure and Privilege is responsible for appointing this committee—from within or outside its own membership—and for its functioning.]

6. The probationary period for a professorship is three years. The teacher within the University who is promoted from the rank of associate professor without tenure to the rank of professor shall thereby acquire tenure when his total service at the University is three years.

7. If an individual has served as a teacher in another institution of higher learning, or if he has had other comparable experience, the University may count that experience as one year of his probationary period, if the original letter of appointment so stipulates.

8. If a faculty member on probationary appointment alleges that a decision not to reappoint him is caused by considerations violative of academic freedom, his allegations shall be given preliminary consideration by a faculty committee. If the committee concludes that there is probable cause for the faculty member's allegation, the matter shall be heard in accordance with the procedures outlined in Section VI, except that the faculty member shall be responsible for stating the grounds on which he bases his allegations and the burden of proof will rest upon him.

Tenure & Privilege

V. Grounds for Termination of Continuing Appointment

Grounds for termination of continuing appointment are only for adequate cause, except in the case of retirement for age, or under extraordinary circumstances because of demonstrably bona fide financial exigency.

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VI. Procedure for Termination of Continuing Appointment

Termination of the employment of a faculty member who enjoys continuing appointment and of all other faculty members before the expiration of the stated period of appointment, except by resignation or retirement for age in accordance with the regulations of the University, will be only for adequate cause shown. In each case the issue will be determined by an equitable procedure, affording protection to the rights of the individual and to the interests of the University. In cases where the accused admits his conduct constitutes adequate cause, or does not choose to have a hearing, he may offer in writing his resignation.

Pending the filing of formal charges of unfitness to teach, every reasonable effort should be made to mediate and conciliate differences. The Committee on Tenure and Privilege shall appoint at least two professors to make a rigorous attempt at confidential, equitable, and expeditious mediation. Only after such attempted mediation shall formal charges be filed.

In all cases of formal charges of unfitness to teach, the accused faculty member will be informed in writing of the charges against him, which, on reasonable notice, will be heard by a special hearing committee made up of five members chosen from a panel of ten senior faculty members elected annually by the Executive Committee of the Faculty Council (which is itself elected from and by the faculty). Two of the members of the hearing committee shall be designated by the Executive Committee

ATTACHMENT #4

The Agenda Committee of the Faculty Senate (Vice President Mayer-Oakes and Secretary Coulter) recommend that: 1) individual TTU faculty check (and negotiate, if needed) with their department chairpersons regarding special needs or problems derived from the January 9 reporting date for Spring semester 1984 (cf. Darling October 20, 1983 memo); 2) the general topic of "uniform reporting dates" be considered by 1983-84 Academic Programs Committee and a report returned by April 1984 meeting.

ATTACHMENT #5

Proposal for an ad hoc committee on "Long term planning and priorities for the University".

Charge:

The committee will examine ways in which the long term development of the university can be assisted and accomplished by focusing and using the accumulated wisdom, goals, and competencies of the faculty as an active, creative and initiative-taking partner (with the central administration and the Board of Regents) in the promulgation of the University enterprise.

Specifically, the committee should have as its prime objective the preparation of a detailed charge for a possible standing committee of the Senate.

This statement of charge for a standing committee will be the report of the ad hoc committee and is to be prepared and presented to the Senate at the March 1984 meeting so that action to establish a standing committee could be taken before the end of the current academic year.

The ad hoc committee should be comprised of three Senators and two additional faculty members, all to be designated by the President of the Senate.



ATTACHMENT #6

Texas Tech University

Office of the Vice President for Academic Affairs

November 7, 1983

Professor Charles P. Bubany
President, Faculty Senate
Campus

Dear Professor Bubany:

Recently several of the colleges, particularly Business Administration, have voiced concern over what is felt to be an increased involvement by students in academic dishonesty. There is some suggestion that Academic Affairs become more involved in providing guidelines for faculty action.

The Office of Academic Affairs is very concerned about this issue and would like for the Faculty Senate to consider the entire matter and, if possible, provide its evaluation and recommendations.

Please advise me of your decision regarding this matter at your earliest convenience.

Sincerely yours,

A handwritten signature in cursive script, appearing to read "John R. Darling".

John R. Darling
Vice President

JRD/cw

xc: Dr. Leonard J. Brownlee, Jr.



ATTACHMENT #7

Texas Tech University

Vice President for Academic Affairs

November 3, 1983

Professor Charles P. Bubany
President, Faculty Senate
Campus

Dear Professor Bubany:

In a recent letter, Dr. E. Dale Cluff, Director of Libraries, indicated an interest and willingness to have librarians and archivists available to participate on university committees. In his letter, he said:

"I have had individuals voice an interest in and a willingness to serve on university committees. I believe that some of the staff could make a contribution and that benefits could accrue by this participation. Especially where knowledge of publishing, curriculum planning and support, use of library resources, research skills, records management, etc., might be helpful, would a library staff be able to contribute."

Since most university committee members are recommended by the Faculty Senate, I believe that it would be appropriate for this matter to be referred to the Senate for its consideration. If you have any further questions concerning this, please let me know.

Sincerely yours,

A handwritten signature in cursive script, appearing to read "John R. Darling".

John R. Darling
Vice President

JRD/ljs

xc: Dr. E. Dale Cluff



Texas Tech University

Vice President for Academic Affairs

November 30, 1983

Dr. William J. Mayer-Oakes
Vice President, Faculty Senate
Texas Tech University
Campus

Dear Dr. Mayer-Oakes:

Thank you very much for your letter of November 29 summarizing the action that has and will be taken on the 24 issues presented to the Faculty Senate by Dr. Cavazos on February 24, 1982. Your research has certainly helped to clarify the status of these various issues and the actions that have been taken and are pending by the various committees to which they were assigned.

President Cavazos, I'm sure, would be very pleased to meet with appropriate groups after all of the final reports have been discussed by the Faculty Senate and submitted to the administration. As we discussed during our meeting earlier this month, the Senate may wish to discuss some of these issues in response to the reports prepared by the different committees. If you consider it appropriate, it may be a very good idea to discuss disposition of the unassigned or unattempted topics at the December Senate meeting.

The President and I certainly appreciate the work of the Faculty Senate in addressing these critical issues of major importance to the continuing growth and development of Texas Tech University. If I can be of further assistance in this matter, please feel free to contact me.

Sincerely yours,

A handwritten signature in cursive script, appearing to read "John R. Darling".

John R. Darling
Vice President

JRD/lis

xc: President Lauro F. Cavazos



Texas Tech University

The Faculty Senate

November 29, 1983

Dr. John R. Darling
Vice President for Academic Affairs
Texas Tech University
Campus

Dear Dr. Darling:

President Bubany asked me to look into the matter you raise in your November 11 letter. I have reviewed the status of the Faculty Senate's response to Dr. Cavazos' request (February 24, 1982) to study "all or only a few" of the 24 issues he listed.

Professor Benjamin Newcomb as President of the Faculty Senate in 1981-82 directed the initial Senate committee action which resulted in the allocation of study responsibilities for the 24 topics. Fourteen topics (1,5,6,7,8,9,10,11,12,14,15,21,22,23) were distributed among five Senate committees. Seven topics were passed on to four standing University committees (Admissions and Retentions - topics 3,4; Library - topic 13; Faculty Development - topics 16,17,18; Code of Student Affairs - topic 19) and one topic to a University Council (Graduate Council - topic 2). Two topics were unassigned (20,24). The Senate committees worked on their assignments during 1982-83 under President Virginia Sowell.

As of November 29, 1983, three final reports have been forwarded to your office. They are:

Senate Committee "A"	(issues 14,15)
Senate Committee "D"	(issues 1,5,6)
Senate Academic Programs Committee	(issues 7,8,11)

As of November 29, the remaining two Senate committee reports are in the following status:

Senate Committee "B"	(issues 21,22,23)
is ready to be read by final reader before duplication (N.B. all three issues were included in both preliminary and final report.)	

November 29, 1983
Dr. John R. Darling
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Senate Committee "C" (issues 9,10)
needs editing and final typing

I anticipate that both of these reports will be completed and forwarded to your office before the end of the fall semester, 1983.

The two unassigned topics (20 - Accreditation and 24 - Continuing Education) have not yet been examined and consequently there are no reports available or planned by the Senate at the present time. Issue 12 - Grading - was not considered by Committee "A". I will be prepared to discuss disposition of these unassigned or unattempted topics at the December Senate meeting if you think this is a useful approach.

The eight topics handed over to standing University units are apparently unavailable in report form except for a partial report returned to the Senate by the Faculty Development Committee.

I believe the Senate's role in carrying out these requested studies has been only partially completed, but I think the Senate can both complete the studies and the needed reflection and review of these during the current academic year. I suggest that another meeting with President Cavazos (like that held in June 1982) may be in order now, to review progress and reassess the timing needs and appraisal prospects.

My feeling is that substantial progress has been made and that a major task for the 1983-84 Senate should be the careful appraisal and culmination of this "24 issue review" project.

Sincerely yours,

William J. Mayer-Oakes
Vice President