



Texas Tech University

The Faculty Senate
3-G Holden Hall
Lubbock, Texas 79409 / (806) 742-3656

April 1, 1986

TO: Members of the Faculty Senate
FROM: Margaret E. "Peg" Wilson, President
SUBJECT: Agenda for Meeting #78, April 9, 1986

The Faculty Senate will meet Wednesday, April 9, 1986 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 March 12 and April 2, 1986 meetings
- III. Report of the Vice President of the Faculty Senate
- IV. Report of Standing Committees
 - A. Committee on Committees - Minifie (see attachment)
 - B. Study Committee B - Sparkman (see attachment)
 - C. Study Committee D - Dvoracek (see attachment)
- V. Old Business
 - A. Posting grades - Ainsworth
 - B. Library copiers - Wilson
- VI. New Business
- VII. Other Business
- VIII. Adjournment

Attachment - Agenda item IV., A.

List of Councils or Committees and Nominees recommended by the Committee on Committees.
(Number of vacancies)

Note: Listing of nominees are in no particular order.

Athletic Council (1)

Margaret Wilson
Louise Luchsinger

College of Arts & Sciences
College of Business Administration

Honors & Awards (2)

Samina Khan
Clayton Trotter
Mary S. Owens

College of Home Economics
College of Business Administration
College of Arts & Sciences

Academic Affairs Information Systems (3)

A. Kathleen Hennessey
Rong C. Lin
Stanley E. Fowler
Janet N. Schrock

College of Engineering
College of Engineering
College of Home Economics
College of Home Economics

Admissions and Retention Committee (4)

Fred P. Wagner, Jr.
Lester G. Butler
Shelley S. Harp
Kathleen J. Powers
Charles A. Reavis
William J. Kolarik

College of Engineering
College of Education
College of Home Economics
College of Business Administration
College of Education
College of Engineering

Artists & Speakers Committee (2)

David E. Koeppe
Marvin Platten
Samina Khan

College of Agriculture
College of Education
College of Home Economics

Bookstore Advisory Committee (2)

Lester G. Butler
Betty Wagner
Eric Blair
Jeanette Harris

College of Education
College of Home Economics
College of Engineering
College of Arts & Sciences

Campus Security and Emergency (1)

James R. McDonald

College of Engineering

Code of Student Affairs (1)

R. H. Ramsey
W. P. Vann

College of Engineering
College of Engineering

Convocations Committee (4)

Elections Committee (1)

Nina L. Ronshausen
Cliff Keho

College of Education
College of Engineering

Energy Conservations Committee (1)

Marvin J. Dvoracek
Robert G. Steadman

College of Engineering
College of Engineering

International Education Committee (2)

George T. C. Peng
Leland Chandler
Uzi Mann

College of Engineering
College of Agriculture Sciences
College of Engineering

<u>Library Committee</u> (3)		
Lester G. Butler		College of Education
Betty Wagner		College of Home Economics
Ernest W. Sullivan II		College of Arts & Sciences
Monty Strauss		College of Arts & Sciences
<u>Minority Affairs Committee</u> (3)		
Charles A. Reavis		College of Education
Yung-Mei Tsai		College of Arts & Sciences
Ralph M. Carter		College of Education
Jan Minifie		College of Business Administration
<u>Parking Violation Appeals and Parking Advisory Committee</u> (2)		
Margaret E. Wilson		College of Arts & Sciences
Richard Zartman		College of Agriculture Sciences
James W. Kitchen		College of Agriculture Sciences
<u>Patent and Copyright Committee</u> (2)		
David Leon Higdon		College of Arts & Sciences
John J. McGlone		College of Agriculture Sciences
Uzi Mann		College of Engineering
<u>Personal Safety Awareness Committee</u> (2)		
J. R. MacDonald		College of Engineering
Kenneth Rainwater		College of Engineering
<u>Student Financial Aids/Scholarship Committee</u> (1)		
Virginia Maheley Thompson		College of Engineering
Dalton Tarwater		College of Arts & Sciences
<u>Student Publications Committee</u> (2)		
Sue Couch		College of Home Economics
Don Durland		College of Arts & Sciences
Rober Saathoff		College of Arts & Sciences
<u>University Discipline Committee</u> (3)		
Patrick Dunn		College of Business Administration
Mary S. Owens		College of Arts and Sciences
Edward E. Anderson		College of Engineering
Gary Bryson		College of Arts and Sciences
<u>University Discipline Appeals Committee</u> (4)		
W. P. Vann		College of Engineering
Kathleen Powers		College of Business Administration
Jane Ann Wilson		College of Arts & Sciences
Peter Westfall		College of Business Administration
Jeff Stuyt		College of Agriculture
Robert Marlett		College of Agriculture
<u>University Safety Committee</u> (1)		
Cliff Keho		College of Engineering
Kathleen Powers		College of Business Administration
<u>Biosafety Committee</u> (1)		
Gary Strathearn		College of Arts & Sciences
<u>Protection of Human Subjects Committee</u> (1)		
Kathleen J. Powers		College of Business Administration
		School of Law
<u>Radiation and Laser Safety Committee</u> (1)		
Gary Strathearn		College of Arts and Sciences
Barbara Stoecker		College of Home Economics



Texas Tech University

College of Education

March 26, 1986

To: Dr. Margaret E. Wilson, President, Faculty Senate

FROM: William E. Sparkman, ^{WES}Convener, Study Committee B

RE: Response to proposed grade appeal policy

DATE: March 26, 1986

A meeting of Study Committee B was held on Wednesday, March 26, 1986, in the conference room in the Faculty Senate Office. The following members of the committee were present: W. Aycock, M. Havens, D. Higdon, C. Teske, C. Whitehead. G. Skoog was absent on university business, but had submitted a written response. W. Sparkman was elected chairman.

The task of the committee was to provide response to the proposed grade appeal policy from Dr. Donald R. Haragan, VPAAR. The committee's response and suggestions are shown below:

1. Page 2, section 2 (Grade Appeals Procedures), subsection d.

Strike the proposed language of subsection d and replace it with the following:

- d. Students are entitled to request assistance in the preparation of the appeal.

2. Page 3, section 2 (continued), subsection f.

Correct the language in the final sentence of subsection f. to be in agreement with the language on Page 2, section 1 (continued), subsection f.

- f. In a case involving a graduate student, other than a law student, the appeal is processed through the graduate dean's office with the grade decision being the responsibility of the graduate dean.

3. TEXAS TECH UNIVERSITY GRADE APPEAL FORM

Strike the third question, Did your departmental chairperson afford you the opportunity to request assistance in preparing this appeal?

Strike the next inquiry, If your answer to the above question is "yes," did you avail yourself of that opportunity.

Dr. Margaret E. Wilson
Page 2
March 26, 1986

4. Changes in Undergraduate Catalog Grade Appeals

Sixth paragraph

Strike the second sentence of the sixth paragraph:

Earlier grades and other academic grievances may be discussed informally with the instructor involved and with the chairperson of the department or division involved.

Retain the first sentence, Only final course grades may be formally appealed to the responsible dean.

5. Page 1, section 1 (Grade Appeals Policy), subsection c.

Strike the second sentence of the paragraph, Earlier grades and other academic grievances....

Retain the first sentence, Only final course grades may be formally appealed to the responsible dean.

6. Change in Undergraduate Catalog Grade Appeals

Tenth paragraph, fourth sentence

Strike the fourth sentence, Assistance in preparing the grade appeal should be offered to the student, who may accept or reject.

Replace the language of the fourth sentence with, The student is entitled to request assistance in preparation of the appeal. (Note: This change would be necessary if the committee's proposed change in Item 1 above is accepted).

7. Page 4, section 2 (continued), subsection i

Replace the language of subsection i with,

A copy of this OP (31.03) will be provided to each student initiating a grade appeal by the dean in the college administering the appeal. (Note: the underlined language is the proposed change as recommended by the committee.)

8. Change in Undergraduate Catalog Grade Appeals

Ninth paragraph, second sentence

The committee noted a typo in the word administers.

Attachment - Agenda item IV., C.

Committee D Report on SICK LEAVE POLICY

The Committee presents the following:

1. Background information on proposed sick leave policy to include:
 - A. Letter VP Haragan to Senate President Wilson
 - B. Board of Regents Item Consideration Statement
 - C. Board of Regents Proposed Sick Leave Policy
2. Committee D recommends the sick leave policy with noted changes/ additions to be adopted on an interim basis.



Texas Tech University

Vice President for Academic Affairs and Research
Lubbock, Texas 79409 / (806) 742-2187

M E M O R A N D U M

February 4, 1986

TO: Dr. Margaret E. Wilson
President, Faculty Senate

FROM: Donald R. Haragan *DRH*

RE: Attached Sick Leave Policy

Attached for the Senate's suggestions and recommendations is a proposed faculty sick leave policy. Also attached is the current OP and a copy of the Attorney General's opinion on same. Will you please solicit input from the Senate and get back in touch with me at your very earliest convenience.

DRH/lis

attachments

Board of Regents
Texas Tech University
March 14, 1986

Item to be Considered:

Sick leave policy for faculty members.

Previous Board Action:

The Board of Regents approved the current sick leave policy on August 6, 1976, Item M249, for faculty members in keeping with the Appropriations Bill.

Statement of Pertinent Facts:

The General Appropriations Bill, effective September 1, 1985, excludes faculty members with appointments of less than twelve months at institutions of higher education from the sick leave policy provided by the Act.

Section 51.108 of the Texas Education Code authorizes the Board of Regents to approve faculty sick leave policy for the institution.

Advice, Opinions, Recommendations and Motion:

It is to the advantage of the University to have a formal written sick leave policy for faculty members which accurately sets forth the practices and procedures to which it is committed. It is recommended this revision be approved. If the Board of Regents concur, the following motion is in order:

"RESOLVED, that the Board of Regents of Texas Tech University approves the revised sick leave policy for faculty members as attached."

BOARD OF REGENTS

PROPOSED POLICY

FACULTY SICK LEAVE

- (1) For the purpose of sick leave, a regular faculty member is defined as an employee with academic rank, paid to teach in full or part from line item faculty salaries at least 50 percent time for at least four and one-half months per year, excluding students employed in positions which require student status as a condition of employment.
- (2) A regular faculty member with a twelve month appointment shall be subject to the sick leave policy for regular staff employees (OP 70.01, Section 3).

A regular faculty member with an appointment of less than twelve months shall be subject to the following policy:

- a. A regular faculty member with an appointment of less than twelve months ~~may~~ (shall) be granted reasonable leave due to the illness ~~at the discretion of the~~ (by the) department chairperson, who is responsible for insuring that the absent faculty member's responsibilities are being met by reassignment of other faculty on a short-term basis.
 - b. The absence of a faculty member because of illness shall be reported to the department chairperson when the faculty member is not ~~present during normal working hours~~ (able to fulfill their regular assignments/responsibilities).
 - c. Any sick leave in excess of two weeks must be approved in accordance with the policy for sick leave exceptions (per OP 70.01, Section 4).
- (3) (All regular) Faculty members who have attained sick leave prior to September 1, 1985, have a vested right in the accumulated sick leave; however, it becomes active only upon transferring to a position in which sick leave accrues.
 - (4) One-half accumulated sick leave, not to exceed 336 hours, is paid to the estate of a state employee upon death. This is also a vested right which (all regular) faculty members with accumulated sick leave retain.

NOTE: Recommended changes from Committee D are those words or phrases appearing in parenthesis () with original text to be removed marked out.