

## **Approved Minutes for the 5/12/93 Meeting**

Present: Senators Avila, Bechtol, Caruana, Davis, Day, Glassman, Horne, Morgan, Pascoe, Sawey, Stedman, Swinney, Thompson.

Director of Budgeting Jim Scott, Internal Auditor Gordon Thyberg

Student Michael Moore

Absent: Senators Middlebrook, Weller.

The meeting began 10:02 am.

### **29. NANCE BUDGET PROPOSAL ("Carry Over" Proposal)**

Director of Budgeting, Mr. Jim Scott, distributed and discussed a draft Procedure and Policy Statement (UPPS No. 03.02.01), entitled "Annual Budget Cycle."

Section 04. (Budget Carry Forward Policy) was the primary subject of discussion.

To the best of your secretary's typing ability, here is the text of section 04.

### **04. BUDGET CARRY FORWARD POLICY**

04.01 The Budget Carry Forward policy is designed to:

1. enhance expenditure control at fiscal year end.
2. facilitate funding for special projects involving multiple years.
3. provide incentive to exercise prudent fiscal management of SWT resources.
4. facilitate recovery of funds for overexpenditure of departmental accounts in a prior year.

04.02 Departmental operating funds, i.e., travel, wages, maintenance and operation, and capital expense object lines, will provide the basis of the request for carry forward. Staff salary savings are not available for this purpose. Faculty Salary savings may be approved for carry forward by the VPAA.

04.03 The process is initiated by the account manager who has identified a need or project requiring funding assistance. A memo is forwarded to the dean or area vice president during the April through June time period each year.

These requests will be assembled by the Vice President for Finance and Support Services and presented to the President for final approval.

The Office of Budgeting will prepare the necessary processing information upon notification from the VPFSS.

04.04 SWT has the responsibility to provide a balanced budget annually. Overexpenditure of accounts within schools and areas must be recovered from available carry forward funds before distribution can occur. Vice Presidents and deans will be informed of the status of accounts in their area of responsibility. Decisions about availability of remaining funds for the school and area will be finalized before the Office of Budgeting distribution

processing is conducted.

Decisions on the use of reserve funds by existing fee committees will remain with these bodies. Specifically, the Student Fee Advisory Committee and Recreational Sports Advisory Committee will retain this responsibility. Other reserves restricted by statute will retain their statutory authority.

The discussion began with a reiteration of the rationale for this proposed policy (see excerpted section 04, given above).

With respect to the possibility of the carry over being 100% of the money saved, rather than the "expected" 75% of the money involved, only the President.

Mr. Scott then fielded several questions and comments from the senators. This exchange included the following:

Some senators voiced doubts that department chairs would give up 25% of the money saved and relinquish control of the carry over to their dean. Among other things, the results of an informal poll of chairs, conducted by the Senate, was cited as corroboration of these doubts.

=====

Q: How much money usually remains at the end of any fiscal year?

A: Between \$125K and \$175K.

=====

Q: Why carry over fee 25% of the money saved?

A: There needs to be a source of funds to cover over-spending in some departments.

=====

Q: Could departments continue as usual, not using this carry over provision?

A: Certainly.

=====

Q: What would be the expected number of years for carrying over money?

A: Typically, 1-2 years.

=====

Q: If a carry over is approved, can a department withdraw its request before the next year's budget is finalized (e.g. approval is given but with an unacceptable -- to the affected department -- 30% carry over fee)?

A: Yes.

=====

Q: If a department carries over a specified amount of money, will its budget for next year be cut by that amount?

A: No.

=====

Q: Is it feasible to expect decisions on this carry over money by July?

A: With decentralized nature of this process, the VPFSS's office believes the answer is, "Yes."

=====

Q: Could more than 2 years be allowed for carry overs (e.g., maintenance costs of certain types of equipment in the School of Science)?

A: Some special arrangements could be made.

=====

Q: Is the carry over in specific accounts? E.g. Can savings in travel be used in M&O the next year?

A: The carry over could be moved between accounts as indicated in the question.

=====

Q: Who assumes responsibility for departmental over spending?

A: The VPFSS is responsible for finding the money to cover the overruns. Typically deans will try to shift money from one department to another to cover the shortfall in such situations.

=====

Some consternation with respect to the lack of up to date information on the money remaining. "Surprise" IDT's (Interdepartmental Transfers) were also mentioned. Without such information, it is likely to be quite difficult to know with much precision how much money would be available to be carried over.

=====

After this discussion with Mr. Scott, the Senate passed the following motion:

On the whole, the Senate endorses (with commendations to those involved in working on this matter) the concept of budget carry overs. However, the Senate has concerns in the following areas:

1. The method of changing the percentage of carry over (e.g. from 75% to 100%).
2. Longer periods of carry over.
3. Dean's control of the money carried over and the concomitant loss of department control over these funds.
4. Timely response of the administration (Making decisions on the funds to be carried over by July of each year).
5. Flexibility of expending carry over money on specific projects.
6. Clarity of the proposal.
7. Availability of up to date information on the money remaining in accounts.

The Chair of the Senate will send a copy of the motion to the VPFSS, President, VPAA.

### 31. FACULTY COURT

Internal Auditor, Mr. Gordon Thyberg, chair of a committee investigating the process of appealing of traffic tickets, reported on the work of this committee.

The primary reason this administratively appointed committee (appointed by EVP Abbott at the request of the President's Cabinet) being formed was the perception that there was a rather high rate of dismissal of tickets that were appealed.

The primary reason for the Senate's concern was the possibility that an administrative committee might have the temerity to try to orchestrate the demise of one of the Faculty Senate's committees.

Mr. Thyberg's committee has studied the process of SWT's appeal processes along with those of several other schools. Currently the appeals process is broken into two lines: one faculty (Faculty Court) and one student (Student Court).

Mr. Thyberg reported the following statistics (some came later via e-mail):

In March 93, faculty/staff appealed 40% of their tickets. 16% of appeals were successful meaning 6.5% of faculty/staff tickets were dismissed by appeal.

In March 93, students appealed 25% of their tickets. 75% of appeals were successful meaning 19% of student tickets were dismissed by appeal.

For FY 93, students appealed 19% of their tickets. 74% of appeals were successful meaning 14% of student tickets were dismissed by appeal.

In FY 92, students appealed 15% of their tickets. 56% of appeals were successful meaning 8.5% of student tickets were dismissed by appeal.

Supplemental: For FY 93, faculty/staff appealed 19.7% of their tickets. 60.1% of appeals were successful meaning 11.9% of faculty/staff tickets were dismissed by appeal.

In FY 92, faculty/staff appealed 16.9% of their tickets. 54% of appeals were successful meaning 9.2% of faculty/staff tickets were dismissed by appeal.

In FY 92, there were 1102 tickets for faculty/staff for 1469 violations. In FY 93 (thru 04/26/93), there were 860 tickets for faculty/staff for 953 violations.

Mr. Thyberg reported that the most frequent student violation was that of parking in a restricted zone (About 1/3 of all violations).

Mr. Thyberg's committee will be meeting again on 5/24/93.

After considerable discussion two motions were put forward. One failed and one passed.

The first motion (failed) was as follows:

The Senate will appoint a 3 person committee to draft a Senate proposal to submit to Mr. Thyberg's committee. Discussion and approval of this proposal would be via e-mail.

The second motion (passed) was as follows:

The Senate voluntarily opens the question of discontinuing Faculty Court (assuming appropriate faculty representation on whatever appeals mechanism evolves) in order to facilitate an enforcement system that would address the matters of frivolous appeals and significantly reduce student parking in restricted areas.

## 27. ACADEMIC CORE COMMITTEE PROPOSAL

The committee's report contained responses of some school deans to questions raised by the committee. Responses from the School of Fine Arts and Communications were missing and these responses were distributed to Senators at the meeting.

The following two motions passed:

1. The Senate will announce that the Committee's report is available upon request from the Senate office. Written responses will be collected and the issue of how to best deliver a general studies curriculum will be revisited in the fall.

2. Deans will be given copies of the report so they might have the opportunity to respond with respect to the accuracy of how their replies to the committee's questions were reported.

## 35. ACADEMIC COMPUTING COMMITTEE REQUEST

A recommendation from Academic Computing Committee was discussed. The recommendation is as follows:

We recommend that Computing Services be funded to provide appropriate connectivity up to and including a routing interface for each building requiring such connections and equipment. Computing Services will need to have control of such equipment, so it seems reasonable that

they should also choose, purchase, and install it. Departments would still be responsible for wiring internal buildings and for all equipment connected to Computing Services routers from the user's side. We hope that the newly increased Computer Access Fee can provide enough funds next year to fund this request.

We ask the Senate to forward this request to Dr. Gratz and urge your to add any additional support that you may deem appropriate.

The following motion passed:

The Senate endorses the recommendations made by the Academic Computing Committee and urges parties involved to expend money and resources as indicated in the committee's recommendation.

#### 40. COMMITTEE ON COMMITTEES REPORT

RTA, to the first item on the June 2, 1993 agenda.

#### 4. STANDING RULES

All Senators now have an up to date copy of the Senate's Standing Rules

#### 2. MINUTES

Minutes of the 5/5/93 meeting were approved.

RTA PAAG Minutes until the President and VPAA have had an opportunity to comment.

Minutes of the 5/6/93 meeting were approved.

Meeting adjourned at 11:57 am.

## **Approved Minutes for the June 2, 1993, Faculty Senate Meeting**

Present: Senators Bechtol, Caruana, Davis, Day, Glassman, Morgan, Pascoe, Sawey, Swinney, Thompson, Weller.

President Supple, Mr. Gordon Thyberg (Internal Auditor), Dr. Fernando Trevino (Dean of Health Professions), Dr. Barbara Sanders (Program Director, Physical Therapy Program, Department of Allied Health Sciences), Dr. Jim Irvin, Mr. Mike Moore( Student).

Absent: Senators Middlebrook, Horne, Avila, Stedman.

The meeting began at 3:32 pm.

### **REPORT FROM THE PRESIDENT**

#### **AQUARENA SPRINGS ACQUISITION**

President Supple asked to speak with the Senate. He informed the Senate that there be would press coverage that afternoon concerning the tentative purchase of Aquarena Springs by SWT. President Supple wanted to inform the Senate before the media released the information that there would no money taken from existing programs in order to finance this enterprise.

The details of the agreement are still under negotiation, and the deadline for the final agreement is 10/1/93. The purchase is based on special legislation sponsored by Texas Senator Armbrister. The legislation allows for \$6 million in revenue bonds to be sold to finance the majority of the \$7 million price tag. The additional \$1 million will be raised in conjunction with the SWT Foundation and other entities (among them, a national conservation group).

President Supple said that the current enterprise is not profitable due in part to a high debt service.

President Supple reiterated his position that one of the primary reasons for this acquisition is to preserve the springs in perpetuity while enhancing research opportunities related to the Edwards Aquifer and aquatic biology.

#### **LEGISLATIVE UPDATE**

President Supple indicated that the Governor is not expected to sign the appropriations bill until 6/20/93. He indicated that the higher education part of the bill is not subject to a line item veto. President Supple said that although the appropriate university entities are still studying the bill, a preliminary evaluation of the bill is that SWT will come out marginally better than a break-even situation when compared with last year.

President Supple reported that the state's ORP contribution was set at 7% and that there have been some changes in the state's Social Security contributions, as well. (The legislation relating to changes in Social Security contributions was subsequently vetoed by the Governor.)

## **FREEMAN RANCH FENCING AND MISC.**

President Supple reported that \$200K had been allocated by the Texas Legislature for fencing of the Freeman Ranch. These funds came from the budget of the Texas Parks and Wildlife Department.

There were also appropriations of \$200K for a long-term healthcare institute, \$100K for a Geography Department initiative, and \$150K for a minority faculty initiative.

## **PAYCHECKS**

President Supple reported that the continuation of the 3% pay raise of last year was not funded by the legislature for FY95, the second year of the biennium, nor were any other pay raises.

## **47. M.S. IN PHYSICAL THERAPY**

Senator Caruana reported the Curriculum Committee's unanimous endorsement (in concept) of the M.S. in Physical Therapy. This program will replace the current undergraduate program at no additional cost. The proposed program would approximately double the current income for the program.

Dean Trevino and Dr. Sanders (Program Director, Physical Therapy Program, Department of Allied Health Sciences). fielded several questions. They indicated that the current program has 32 students and the expectation is that the enrollment will increase to 40. Drs. Trevino and Sanders further explained that in the U.S., fully 1/2 of such programs are at the masters level, and in Texas, there are currently 3 at the masters level. However, all except one of the remaining institutions having undergraduate programs are developing masters level proposals. If all the proposals are approved, 7 of the 8 programs in the state will be at the masters level.

Typically, the undergraduate degree tracks pre-medical curriculum.

This degree is such that the recipient could continue on to the Ph.D., or go directly into practice.

**MOTION: The Faculty Senate approves the M.S. in Physical Therapy (in concept). Passed.**

**MIRABLE DICTU:** As Dean Trevino left, he was asked about the question of a faculty observer at the Council of Academic Deans (a matter on the CAD agenda of the previous day). He indicated that the CAD had approved the proposal to have a faculty observer at CAD meetings.

## **31. FACULTY COURT**

Mr. Gordon Thyberg (Internal Auditor and chair of the Traffic Appeals Process Committee, appointed by the President's Cabinet to examine traffic violations and related matters), reported on the recommendations of his committee.

The committee's proposal (full text available in the Faculty Senate Office) includes a single appeals board. The board would be composed of 6 faculty and 6 student members, broken into 3 member teams for handling the load. It is hoped that this configuration will minimize frivolous appeals.



It was also reported that Professor Paula Renfro (former Faculty Senator and member of the Parking Committee), supports the proposal, but not the minority report.

The proposal now goes to the President's Cabinet, while being shared with the Staff Council and the Parking Committee.

#### **MOTIONS:**

1. Suspend the rules concerning waiting until the next meeting to consider action on the matter. Passed.

2. The Faculty Senate endorses the committee's proposal.  
Passed.

#### **43. ACADEMIC CORE REPORT ON MATH 1316**

**MOTION: RTA to next meeting. 7/7/93. Passed**

#### **40. COMMITTEE ON COMMITTEES REPORT**

Professor Irvin discussed the Committee on Committee's report with the Senate. He reported that there were 42 expiring terms and 7 reappointments. Furthermore, the committee endeavored to ensure that as many new faculty members as possible were given appointments, rather than simply reappointing the same people.

Membership of each committee was discussed and changes were made as deemed appropriate, based on such things as faculty being on leave or no longer with the university.

**MOTION: The Faculty Senate approves report of the Committee on Committees as amended. Passed.**

Copies of the amended version of the report will be available by the end of the summer

Professor Irvin will continue as chair of this committee. The Senate is very grateful to Professor Irvin and his committee for all of their hard work on this very important task.

#### **30. RESEARCH ENHANCEMENT SUGGESTION**

Professor Irvin discussed a long-standing proposal concerning the allocation of research enhancement funds. The proposal involves not allocating all of the funds in the spring, but reserving a part of the money for allocation in the next fall so that new faculty will have an opportunity to receive some of these funds as soon as possible after their arrival at SWT.

**MOTION: In the spring, the Faculty Research Committee shall reserve some of the funds for the upcoming fall. The amount reserved could be as much as 25%. It should be based on the anticipated number of incoming tenure-track or tenured faculty for next fall.**  
Passed.

## **32. ELIGIBILITY FOR SENATE--STANDING RULE PROPOSAL**

The following proposal was discussed by the Senate:

Pursuant to Article I, Section A, of the Faculty Constitution, no quasi-administrator whose title includes the word "dean" shall be eligible to be elected to the Faculty Senate. When preparing ballots each spring, the Senate election committee will delete from the list of eligible candidates the names of all assistant and associate deans, regardless of the budgetary source of their salaries.

**MOTION: Change the standing rules as stated in the proposal. Passed.**

## **MINUTES**

The minutes of the previous meeting were approved.

Approved minutes will be electronically circulated to chairs, deans, President's Cabinet and the secretaries of afore mentioned administrators, as well as an extended Senate mailing list (senators, interested former senators, and Senate committee members).

The meeting adjourned at 5:38.

=====

## **In the Hopper--Topics of Future Agendas**

- 20 Administrative Processes (Guest EVP Abbott)
- 33 Textbook/Book Store Issues
- 34 SDLC and Academic Affairs (Prof. Day)
- 36 Presidential Committees Membership
- 37 Handbook Committee Recommendation
- 38 Faculty Expertise Survey (Prof. Day)
- 39 Information Sheet on the Senate (Prof. Bechtol)
- 41 Parking
- 42 Core Values
- 43 Math 1316
- 44 Five-Year Faculty-Salary Improvement Plan
- 45 Selection of Grievance Committee Members
- 46 Athletics (Guest AD Hannon)
- 48 Facilities Committee, 1993-94
- 49 Grade Deadlines (Swinney)
- 50 Budget Committee Report

## **Watchful Waiting--Past Recommendations and Activities in Progress**

- Senate Distinguished Service Award
- Observer to CAD
- 52 Chair Merit
  - Selection of Faculty Ombudsman
  - Evaluation of Chairs and Deans
  - Recruitment and Retention of Chairs
- 27 Academic Core Committee Report
- 35 Academic Computing Committee Proposal
- Distinguished Professor Emeritus

Approved Minutes for the July 7, 1993  
Faculty Senate Meeting

Present: Senators Avila, Bechtol, Caruana, Davis, Day, Horne, Middlebrook, Morgan, Pascoe, Sawey, Stedman, Swinney, Thompson.

Dr. Mike Abbott (Executive Vice President), Dr. Sue Biederman (Academic Core Committee representative), Ms. Kathy Moffitt (Internal Auditor's Office), Mr. Mike Moore (Student), Ms. Sandra Ackridge (Faculty Senate Office Secretary), Dr. Greg Passty (Mathematics Department), Dr. Tom Thickstun (Research Committee Chair), Dr. Robert Northcutt (Budget Committee Chair), Dr. Pat Cassidy (Associate Vice President for Academic Affairs) <And awake, too!>.

Absent: Senators Weller, Glassman.

The meeting began at 3:31 pm.

**20. ADMINISTRATIVE PROCESSES (Guest EVP Abbott)**

EVP Abbott began with a brief history of how the matter of identifying bottlenecks and problem areas at SWT was initiated. Current efforts began in 1991 when the Faculty Senate Chair, Henrietta Avent, sent a memo to President Supple listing perceived problem areas at SWT. This list was based on an informal faculty survey that year.

Subsequently (9/15/92) President Supple responded in a memo to the Senate. EVP Abbott then gave an update on some of the areas mentioned in the President's memo.

**VPAA'S OFFICE**

EVP Abbott reported that the VPAA's office was reorganized in February of this year and things appear to be running more smoothly subsequent to these changes.

The reorganization included giving specific responsibilities and authorities to the various associate and assistant VPAA's as well as designating an executive assistant for the office (no new funds were used for this position).

EVP Abbott said that several changes in the RBC (Request for Budget Change) system had been made to streamline related operations in the VPAA's office.

Senators gave both positive and negative reviews related to this. One member indicated that the handling of invoices was now going remarkably quickly, while another <"Nay Sayer!"> countered that there was continuing slowness in getting contracts to new faculty members.

EVP Abbott also reported that the staff of the VPAA's office is spending a considerable amount of time improving the faculty index and that some progress is being made in this area. <And about time, too!>. Chair Swinney concurred with this assessment, saying that there was a meeting next week with the users of this index and related databases.

## **DIVISION OF FINANCE AND MANAGEMENT (NOW FINANCE AND FINANCIAL SERVICES)**

EVP Abbott reported that in addition to the name of the division being changed to include the word "Services," the division had undergone several actual changes to address the oft-noted concern that the division lacked a "service attitude."

Changes made in the RBC process have streamlined the operation of this division, too. The reports coming in are quite favorable.

Each office in the division has been charged with making suggestions for improving customer service, and there are ongoing efforts in this area. All of these changes are reflective of the new service oriented attitude of the new VPFFS <Atta boy, Bill!>.

One <almost as aged as your correspondent> senator indicated that she had received considerable help from the FFS office in navigating the waters related to receiving a travel check.

EVP Abbott further reported that the Personnel Office has just completed a customer satisfaction survey and there are some forthcoming changes in this office as a consequence. Among the changes: When a new staff position is being established in some office, a member of the Personnel staff will provide considerably more assistance in putting together the requisite Biddle Book materials.

### **Q&A WITH THE EVP**

EVP Abbott said he was also at the Senate to receive questions and complaints in order to identify any new problems as well as to see how well the current ones are being addressed.

#### **RBC (Request for Budget Change)**

EVP Abbott was asked whether or not the matter of the cost of RBC had been examined. He indicated that this was done and the results are contained in the report from the committee recently appointed to make recommendations concerning the RBC process.

### **LIBRARY**

EVP Abbott was asked about the recent matter of unanticipated funding shortfalls in the Library. EVP Abbott said that this had been a "miscommunication" between the Library and the Accounting Office concerning when the supplemental Library funds would terminate. EVP reported that the matter had been resolved with the anticipated (by the Library) supplemental funding being restored.

#### **QPR (Quality Process Review)**

EVP Abbott was queried concerning the matter of applying QPR (Quality Process Review) to address problem areas. This process had been discussed with the Senate earlier and, it involves sending in a team of outside experts to examine a problem area and make recommendations for improvement.

EVP Abbott said that discussions concerning this approach are ongoing and that some other institutions that are using this method have been identified. One such institution is Virginia Polytechnic Institute.

EVP Abbott indicated that application of the QPR methodology is expected to begin soon in some problem area at SWT.

With respect to the reporting lines and the QPR team, EVP Abbott said that the team's recommendations would be made to the EVP and the divisional VP involved. The affected divisional VP would then be changed with implementing the appropriate changes.

### **APPROPRIATIONS BILL ANALYSIS**

EVP Abbott reported that an analysis of the state appropriations has been completed and the estimates are that there will be approximately \$400K additional money in the first year of the biennium and a \$700K shortfall in the second year.

It is anticipated that some of the additional \$400K will be used to fund some new initiatives coming out of the strategic plan, and that some money might be held in reserve in anticipation of the shortfall in the next year.

Nothing else was mentioned with respect to the second year's \$700K shortfall. <Alkek money? Staying alive might qualify as innovation these days.>

### **SALARIES FOR NEW FACULTY**

The matter of some rather large salaries being offered to some of the incoming faculty was raised. The fact that some of the salaries are more than those of some full professors was noted along with the accompanying demoralizing effect that such a situation has on the faculty.

EVP said that the President has stated many times that he wants to improve faculty salaries, and that there are ongoing discussions related to methods for doing this. <If anybody thinks that the high salaries for incoming faculty means that this will cause everybody else's salary to rise to meet them, there's this bridge in the School of Business I want to tell you about.>

### **SURVEY OF FACULTY CONCERNS**

EVP Abbott suggested that another Faculty Senate survey of faculty concerns related to problem areas would be a good idea. This will likely be done in the second month of the Fall, 1993 term.

### **MEETINGS CALLED BY THE ADMISSIONS OFFICE**

Senator Day raised the concern that recent meetings (on orientation and advising matters) called by the Admissions Office were set in such a way that they cut across two class meeting times. This made it impossible for at least one department to send any representative.

It was further asserted that there is a perceived lack of communication between the Admissions Office and departmental chairs and that it would be a good idea if these two groups got together to discuss their problems. EVP Abbott indicated that he thought this was a good idea, too.

## **TELEPHONE REGISTRATION**

Senator Bechtol said that telephone registration has made it necessary for one secretary to work Friday afternoons, while the summer schedule has the offices closed during this time.

## **WORKING NATIONAL HOLIDAYS**

Senator Pascoe raised the issue of the University Calendar and the matter of holding classes on national holidays. He asserted that this causes consternation among some household constellations.

It was suggested that these concerns be directed to the Calendar Committee and the VPAA's office.

## **43. M. 1316 AND RELATED ISSUES**

### **M. 1316**

Dr. Sue Biederman (Academic Core Committee member) and Dr. Greg Passty (Mathematics Department) were available to answer questions.

M. 1316 came into existence to address the needs of a certain group of students, namely those who did not need any mathematics beyond M. 1315. Since M. 1315 is a prerequisite for a host of courses in the sciences and other areas, its relevance is sometimes questioned by students for whom it is the last mathematics course they will be taking. Hence, an equally challenging, but more immediately relevant course was instituted.

The Academic Core Committee's recommendation was to allow the course to continue on an experimental basis while more data are gathered. The reasons for continuing the course experimentally include the fact that some departments are not accepting it as a General Studies course.

Furthermore some students are taking the course and <not surprisingly> being allowed to take other courses for which M. 1315 is a prerequisite. It was observed that this is primarily a matter of appropriate advisement.

Another question relating to the course is how many students are being served by M. 1316.

Senator Bechtol asked why M. 1316 isn't a prerequisite to the Descriptive Geometry course (primarily a "teacher-related" course). Dr. Passty replied that since M. 1315 was a prerequisite to a 4000 level course required of certain teacher certification candidates, M. 1315 was also kept as a prerequisite to the Descriptive Geometry course.

**MOTION:** The Faculty Senate endorses the recommendation the Academic Core Committee in continuing M. 1316 on an experimental basis while further data are gathered. Passed.

## **RELATED ISSUES**

Questions concerning how courses are included in the General Studies curriculum were raised. For example, two journalism <or is it mass communication by now?> are being proposed for inclusion in the social sciences perspective. Recommendations related to these two courses went from the chair to the dean and then to the Academic Core Committee, causing the Academic Core Committee to request guidance from the Faculty Senate since this procedure had bypassed the specified procedure for including courses in the General Studies curriculum.

Concerns were raised that the Faculty in general <Capital "F" doncha know?> supposedly controls the curriculum, and the General Studies curriculum in particular, but there currently seems to be no functioning mechanism allowing this to occur.

Motion: The Faculty Senate will establish a 3 person ad hoc subcommittee to be appointed by the Senate Chair. This subcommittee will report its findings and recommendations at the Senate's August meeting. Passed.

### **53. RESEARCH COMMITTEE REPORT (PROF. THICKSTUN)**

Dr. Tom Thickstun (Research Committee Chair) reported on work of the Research Committee. There were 40 proposals received of which 28 were deemed fundable. The total requested was \$150K. This amount was lowered to \$143K after some additional requests were deemed inappropriate.

The Research Committee voiced considerable dissatisfaction with some of the deadlines and made several recommendations for procedural changes. This Spring the deadline dates were such that the committee's deliberations had to take place during the final exam period.

**MOTION:** The Faculty Senate accepts the report of the Research Committee and approves the procedural changes contained therein. Passed.

### **54. CURRICULUM COMMITTEE REPORT (SENATOR CARUANA)**

Senator Caruana reported that the Curriculum Committee reviewed proposals for 54 new courses, 100 course changes (e.g. prerequisite changes to accommodate telephone registration) , and 32 course deletions. This is considered to be a normal load for this committee.

Senate should approve a Geography course because the proposal lacked a considerable portion of the required documentation. Seven other courses were approved conditionally, i.e., once some minor clarifications are made, the committee will vote on the course proposals. These courses were in History (1), Political Science (3), Long Term Health Care (2), and Sociology (1).

Senator Caruana said that primary aims of the Curriculum Committee are to avoid duplication of courses and courses that will require new resources.

**MOTION:** The Faculty Senate accepts the report of the Curriculum Committee. Passed.

## **50. BUDGET COMMITTEE REPORT (PROF. NORTHCUTT)**

Dr. Robert Northcutt (Budget Committee Chair) reported on the following budgetary concerns raised by this committee:

1. "Administrative Parachutes" -- Inordinately high salaries coupled with leaves served up to administrators "returning to teaching."
2. Directorships and related support costs.
3. "Administrative Bloat" -- Staffing and sizing of administrative offices.
4. Budget Processes, or lack thereof. <This summer, for example>
5. Computing Services Costs -- Actual vs. "funny" money

**Motion:** The Faculty Senate accepts the report of the Budget Committee and intends to place these concerns on the future PAAG agenda. Passed.

**NOTE:** ALL COMMITTEE REPORTS FROM THE FACULTY SENATE COMMITTEES REFERRED TO IN THESE MINUTES ARE AVAILABLE FROM THE FACULTY SENATE OFFICE.

## **38. FACULTY EXPERTISE SURVEY (SENATOR DAY)**

Senator Day suggested that as a community service the Senate might consider conducting a survey of the faculty asking what were their interests and areas of expertise. One application of the results of such a survey would be to help the QPR efforts of the EVP. <Sorry, couldn't resist a little administrative alphabet soup.>

The expected outcome <on a roll with these buzz words> would be a database that could facilitate better use of the myriad talents of the faculty.

**MOTION:** This item will RTA'd of the August meeting where a draft questionnaire will be submitted by Senator Day. Passed.

## **2. MINUTES**

Minutes of the 6/2/93 Meeting were approved as were the minutes of the May, 1993 PAAG Meeting.

## **INTRODUCTION OF NEW ITEMS**

### **HANDBOOK COMMITTEE REPLACEMENT**

**MOTION:** Retiring Professor Celia Morgan will be replaced on the Handbook Committee by Professor John McGee. Passed.

### **LETTER OF APPRECIATION**

**MOTION:** The Chair of the Senate is directed to send a letter of appreciation (cc:'s to chair and dean) to Professor Jim Irvin for his extraordinary service efforts on the Committee on Committees.



## **GOALS SETTING**

Setting a date for the Senate's annual goals setting effort will be on the Senate's August agenda.

## **PROFESSIONAL DEVELOPMENT SEMINAR COMMITTEE**

Senator Caruana will serve as the faculty representative on the Professional Development (for administrators) Seminar Committee. <Don't let 'em squander too much money on this, Lou.>

## **CHAIR AND DEAN EVALUATIONS**

Senator Horne reported that the results of the surveys evaluating chairs and deans will be released soon.

## **BRIEF EVALUATION OF FUTURE AGENDA TOPICS**

Each of the following items was discussed with respect to their places on upcoming agenda:

- 33 Textbook/Book Store Issues
- 34 SDLC and Academic Affairs (Prof. Day)
- 36 Presidential Committees Membership
- 37 Handbook Committee Recommendation
- 39 Information Sheet on the Senate (Prof. Bechtol)
- 41 Parking
- 42 Core Values
- 44 Five-Year Faculty-Salary Improvement Plan
- 45 Selection of Grievance Committee Members
- 46 Athletics (Guest AD Hannon)
- 48 Facilities Committee, 1993-94
- 49 Grade Deadlines (Swinney)
- 51 Biology 5399--Koke Letter (Horne)
- 52 Chair Merit
- 55 One-Time Bonuses
- 56 Salary Compression and Differential Salaries
- 58 HERI Survey Results
- 59 Registration, Etc.--Early Letter
- 60 Science T&P Review--Sawey Letter

The meeting was adjourned at 6:03 pm.

## **WATCHFUL WAITING--PAST RECOMMENDATIONS AND ACTIVITIES IN PROGRESS**

- 27 Academic Core Committee Report
- 35 Academic Computing Committee Proposal
- 52 Chair Merit
- 57 Recruitment and Retention of Chairs
- 61 Senate Distinguished Service Award
- 62 Selection of Faculty Ombudsman
- 63 Evaluation of Chairs and Deans

## Adopted Faculty Senate Minutes (8/4/93)

Please note: This is our first attempt at a much wider distribution of the adopted minutes of the Faculty Senate. If you do not wish to receive these minutes or if you would like to have them mailed to your All-in-One mailer, please send the appropriate message to RS01.

Any other comments, suggestions, brickbats, etc. are also welcome at the same e-mail address.

### Minutes for the 8/4/93 Meeting

Present: Senators Avila, Bechtol, Caruana, Davis, Day, Horne, Middlebrook, Pascoe, Sawey, Stedman, Swinney, Thompson, Weller.

Dr. Grady Early (Computer Science), Mr. Richard Hannan (Athletic Director), Mr. Mike Moore (Student), Associate VPAs Robert Smallwood, Pat Cassidy, Ms. Sandra Akridge (Faculty Senate Office Secretary)

Absent: Senators Morgan, Glassman

PLEASE NOTE: The documents referenced below, such as committee reports and memoranda, are available upon request from the Faculty Senate office.

The meeting began at 3:31 pm.

### 46. ATHLETICS (GUEST: MR. RICHARD HANNAN, ATHLETIC DIRECTOR)

Mr. Hannan said that his reason for coming to the Faculty Senate was to have the opportunity to field any questions about the SWT athletics program which the Faculty Senate might have.

Mr. Hannan distributed an information sheet entitled "List of Accomplishments."

The list is as follows:

Implemented a clean-up program in all athletic facilities to improve their appearance.

Renovations to stadium press box - creation of VIP Box for hosting dignitaries.

Stabilized men's and women's track staff - added additional coach.

Stabilized the women's tennis program by hiring full time coach and establishing separate budget.

Stabilized the strength coach position.

Created a student/athlete handbook.

Created a handbook for boosters.

Expanded booster support by 12%.

Initiated Academic Awards Banquet honoring 104 participants.

Initiated a series of booster socials which improved relations.

Established additional organization and philosophy for the Athletic programs.

Held retreat to identify needs and to begin establishing priorities.

Enhanced sports budgets.

Enhanced game management for sports programs and developed detailed administrative handbooks.

Improved Bobcat luncheons which increased weekly attendance.

Created \$100,000 Endowment with gift funds from donor.

Mr. Hannan's preliminary remarks also included the following:

1. The Academic Awards Banquet for the over 100 students (noted above) was for those with a gpa above 3.5.

2. The Department of Athletics achieved a balanced budget this past year, the first in many years.

3. The \$100K endowment (noted above) was from a single major contributor (Mr. Harvey Broom). The goal is to find such a major contributor for each of the next 4 years in order to reach an endowment of over \$500K. There seem to be "ongoing discussions" with the "upper" administration with respect to how these funds should be utilized, i.e. for building an endowment fund from which the interest on this fund will be used or spending the money for what might be deemed immediately pressing needs.

4. There have been booster club meetings in Dallas, Houston, and San Antonio.

5. We are now in the second year of the intern program. It appears to be working well.

6. On the negative side, the recent "drug situation" is believed to have contributed to lower gate receipts.

7. A new Academic Coordinator, Dr. Meg Murray (from Connecticut), has recently been hired. Attempts are being made to find her space in the former Catholic Student Center.

A question and answer session ensued with the following results:

Q: What percentage of the balanced budget did you generate?

A: About \$750K (not counting all of in-kind contributions or the major endowment contribution). Institutional contributions amounted to \$1.4M, and student fee contributions totaled \$1.8M. The current program requires a total budget of around \$4.2M.

Q: Concerns continue to be raised concerning the matter of the athletics program "paying its own way." Can this be accomplished at SWT?

A: The athletics program will always need institutional support, but we should be able to increase the revenue it generates. However, the rate of this improvement is uncertain.

Attempts to improve the scheduling to include nationally ranked opponents have been made, e.g., SWT playing the University of Idaho and Liberty University (J. Falwell's institution). This has provided more challenging opponents, but if SWT performs well in this arena, the revenue generated should increase, otherwise perhaps not.

Q: There is a large amount of student service fees going to athletics compared to some other student activities. Isn't this an imbalance?

A: As stated earlier the athletics program cannot be self-sufficient and we will be making appeals for more support. Our institutional support has gone down (on a percentage basis) since the current Athletic Director arrived. One of the difficulties is that the program has grown rapidly going from division 1 to division 2. In addition, two associate athletic directors are without secretaries, one of the two is a fund raiser. The Department of Athletics is simply seeking its fair share of the pie. It is certainly the case that all organizations are underfunded.

If the Athletic Director could generate another \$200K the situation would not be a problematic as it is now.

Q: How do you deal with the freshman class?

A: There have been student orientations in Sewell Park and on other parts of the campus. Cheerleaders and interns have attended and are involved in the orientation process of "selling ourselves."

Q: What is the situation with the number of student credit hours earned?

A: We have increased the average number of earned credit hours from 13.2 to over 14. We are sending letters to every athlete earning below 16 credit hours requesting that the athlete see the Academic Advisor.

Q: Of the approximately \$4.2M needed for "adequate" funding of the athletic program, how much is needed for scholarships?

A: Around \$1.1M is needed to adequately fund scholarships. Athletes should not use any of their eligibility in summer programs. We now receive around \$550K in institutional support for scholarships.

Q: Over the last few years there has been talk of 3 or 4 year plans. Would you comment on this?

Q: Targets have been set for a \$200-300K reduction in institutional support in FY 94 and another \$200K in each of the succeeding two years.

A: What will happen if the paid attendance at home games does not increase?

A: The Athletic Director will have to cut programs.

## 59. REGISTRATION -- EARLY LETTER (GUEST: ASSOCIATE VPAA SMALLWOOD)

Dr. Smallwood circulated a "Summary Report" from the Registration Coordinating Committee. This report is available from the Faculty Senate Office or the VPAA's Office.

Background: In January, 1992, there were "rumblings" of the sort: "... Who decided that? ..." By November of the same year it became painfully obvious that there was a need for better communications among all parties affected by the registration process. By the beginning of the Spring, 1993 term, the Registration Coordinating Committee had been formed and was ready to go (see mission statement and membership list on page 1 of the Summary Report). The Committee's first task was to examine and critique the current registration process.

With respect to the possible criticism that there needed to be student and academic advisor representation, Dr. Smallwood said that it was decided that this would be addressed later.

The Registration Coordinating Committee identified 11 problem areas. They are as follows:

1. Minimal cooperation and coordination among the offices heavily involved in the process.
2. Lack of consensus definition of the goals and objectives of the registration system.
3. Inability to announce the addition of new classes or new sections of classes not appearing in the original Schedule of Classes.
4. Excessive long-distance telephone charges to students who are placed on "hold" while attempting to telephone register.
5. Limited access to JCK "telephone bank" for non-registration related uses (phonothons).
6. Incorrect and confusing dates published in the Schedule of Classes.
7. Lack of annual calendaring of freshman, transfer and semester orientation/registration dates and times.
8. Limited convenient times (after 5pm) for graduate students to pay tuition and fees, and the necessity to come to campus to pay fees.
9. Lack of clear exact dates the student must pay to avoid class schedule cancellations.
10. Registration activities tying up academic department staff 5 weeks instead of two weeks as in the old system.
11. Excessive length of time required to register students attending freshman orientation sessions.

The Committee spent 10 weeks working on these problem areas and will likely do the same thing beginning in September, 1993.

Dr. Smallwood then discussed some of the "Actions" taken by the Committee. Most of these are contained in the Summary Report. HOWEVER, there is one item not contained in the report that might be of interest to the SWT community:

DR. SMALLWOOD REPORTED THAT DEAN GOWENS HAS BEEN GIVEN A COMMITMENT THAT IN THE "NEAR FUTURE" (POSSIBLY FALL, 1993) THE FIRST DAY CLASS ROSTERS IN THE SCHOOL OF BUSINESS WILL INCLUDE A LISTING OF THOSE STUDENTS ENROLLED BUT NOT HAVING THE PREREQUISITES FOR THE COURSE.

In a question and answer session which followed. Dr. Smallwood initially made the following points:

1. The Registration Coordinating Committee will have a more representative membership by its next meeting (September, 1993).
2. There will a "real person" staffing the helpline during registration.
3. The Mathematics Department already has the ability to make prerequisite checks on some of its lower division classes. This has been facilitated by some enhancements in the 1032 database software.

A more structured Q&A session followed:

Q: Faculty seem to be treated as an infinite resource when it comes to registration activities. Is this a concern that committee can address?

A: In a Saturday meeting in November, 1992 Dr. Smallwood's consciousness was heightened with respect to the need for better communications in this area. We cannot simply decide to commit the academic side of this enterprise to a Saturday meeting without more consultation. In a word, the answer to the question is, "Yes."

Q: A lot of a student's time can be consumed in simply finding out what he/she needs in order to satisfy the basic requirements. Is any consideration being given by the committee with respect to the possibility of presenting a standard menu for such things? This might more efficiently serve from 40-50% of the registrants.

A: Yes, there has been considerable discussion of "block" or "cluster" scheduling. For example a MWF schedule (limited in scope, but possible) might be prepared in advance of registration and made available to a large number of registrants.

There will probably be such an initiative implemented this fall.

Q: The Committee needs to add a "Problem #12." There is a need for certain matters to be "fixed" \_now\_ (by 5 pm today!) and not in September. Can we improve responsiveness?

A: We ought to be able to improve response time. This is not a "Yes," to the "right now" part of the question, but we should be able to attain such a goal. However, we need to have a good understanding of the overall impact of our decisions.

Professor Early stressed the need for the promised September membership changes in the Registration Coordinating Committee so that it includes a greater faculty representation, and he offered to serve on this committee.

#### 43. PROCESS IN GENERAL STUDIES

A subcommittee, composed of Senators Caruana, Thompson, Day and Swinney composed a draft document suggesting a mechanism for General Studies for adequately representing the Faculty in its processes.

A motion to adopt the Subcommittee's recommendation was made and seconded. Discussion included concerns on appropriate representation.

A motion to AMEND the current motion was made and seconded to have the General Studies Council members be chosen on a proportional basis comparable to the Faculty Senate. Failed

Motion to accept and forward the committee's recommendation passed.

=====

The recommendations of the subcommittee are contained in the following memorandum:

From: SWT::ES08 "EV SWINNEY" 5-AUG-1993 14:30:38.80  
To: RG02  
CC: DS11, JS01, @SENATE  
Subj: Process in General Studies

FACULTY SENATE

August 4, 1993

#### MEMORANDUM

To: Dr. Robert Gratz, VPAA

From: Everette Swinney, Chair

Subject: Process in General Studies

As you are well aware, process in the School of General Studies has been perceived by many to be a problem for some time. Everyone seems to agree that the FACULTY owns the core curriculum, but the mechanism by which the FACULTY exercises those rights of ownership has long been murky.



Your memorandum of January 14 proposed using an expanded Senate Academic Core Committee for advisory purposes in the School. The Senate recommended against this on both practical and philosophical grounds, but we did not really offer an alternative. We have thought about the issue a good deal since, and we now offer the following thoughts for your consideration.

If the faculty control the core curriculum, it logically follows that control must be exercised by a representative body elected by the faculty for that specific purpose. If this premise is sound, then it becomes simply a matter of working out details.

As an initial proposal, we suggest the following:

A General Studies Council of sixteen members shall be established to advise the Dean of General Studies on all substantively important matters relating to the core curriculum.

The Council shall be composed of two tenured faculty elected by the faculty voters in each of the Schools of Applied Arts, Business, Education, Fine Arts, Health Professions, Liberal Arts, and Science and two chairs of academic departments elected by the faculty voters at large.

Council members shall serve three-year, staggered terms, with initial term length to be determined by lot.

The Faculty Senate will be responsible for verifying the voting lists, preparing the ballots, and conducting the elections.

The Dean and Assistant Dean of General Studies will be ex officio and non-voting members of the Council. The Dean of General Studies will preside at meetings and publish the agenda. Agenda items suggested by any member of the Council must be considered.

The Council will meet monthly during the academic year and, as necessary, upon call by the Dean of General Studies or upon petition of a majority of the Council membership. Recommendations of the Council regarding policy and practice in the School are adopted if approved by a majority of the membership in attendance; resolutions which receive tie votes are not adopted.

The Council will advise the Dean of General Studies on all curricular issues and school policies. Since all such issues and policies affect other Schools, the Dean will routinely forward Council recommendations, together with her own endorsement or demur, to the VPAA, who, in turn, will forward, for information or action, as is appropriate on a per case basis, to the Council of Academic Deans and Faculty Senate.

Copy: Dean Sellers, President Supple

### 38. FACULTY EXPERTISE SURVEY (SENATOR DAY)

Senator Day distributed a copy of a draft questionnaire to be sent to all faculty and some administrative staff. The purpose of the questionnaire is to construct a database of faculty interests and expertise. One of the purposes of having such a database would be to allow the Senate to make better recommendations for committee and taskforce assignments.

Motion: The Faculty Senate accepts the recommendations of Senator Day and authorizes her to proceed with the project, distributing the questionnaire early in Fall, 1993. Passed.

### 31. FACULTY COURT

Motion: Given that the matter of the Faculty Court and the Student Court is due to be on the agenda of this Fall's University Council, the Faculty Senate accepts the interim (short term/business as usual) proposal and forwards it to the Chair of Faculty Court. Passed.

### 12. SENATE GOAL SETTING FOR 1993-94 (SENATOR BECHTOL)

Senator Bechtol suggested that the Faculty Senate Goal Setting session will be held in ED 3007 on Thursday, August 26, 1993 from 9:00 A.M. to 12:00. Dr. Bill Kurtz will lead the goal setting process. The Nominal Group Process will be used for goal setting. This technique was developed by Andre Delbecq, Andrew Van de Ven, and David Gustafson at the University of Wisconsin.

Motion: The Faculty Senate will undertake the goal setting session as proposed by Senator Bechtol. Passed.

### 39. INFORMATION SHEET ON THE SENATE

Chair Swinney distributed a draft Faculty Senate Fact Sheet.

Motion: The Faculty Senate authorize Chair Swinney to go forward with developing a Faculty Senate Fact Sheet in time for the New Faculty Orientation. Passed.

### 4. DISTRIBUTION OF AGENDAS AND MINUTES

Chair Swinney suggested the following draft standing rule concerning the distribution of agendas and minutes:

#### ARTICLE XV

Distribution of Agendas and Minutes: Faculty Senate agendas and minutes will be distributed to the following groups: Senate, President's Cabinet, Council of Academic Deans, Chairs of Academic Departments, Departmental Secretaries (with the request that hard copies be posted for perusal by Faculty), Senate Liaisons, and Chairs of Faculty Committees. A copy will also be forwarded to the Chair of the Staff Council and the President of ASG.

Preparation and distribution of agendas is the responsibility of the Senate Chair; preparation and distribution of minutes is the responsibility of the Senate Secretary. All distribution will be by E-Mail, except that the Senate Office Secretary will send hard copies to those Liaisons and Senate Committee Chairs who do not have a VAX account.

Both draft and adopted minutes will also be posted in the Faculty Senate Conference in VAX Notes. Other members of the academic community who would like to receive these materials may have their names added to the distribution list by contacting the Senate office, 245-8323.

Motion: The Faculty Senate adopts the proposed standing rule. Passed

## 2. MINUTES OF PREVIOUS MEETING

Motion: The minutes of the 7/7/93 meeting are approved. Passed

## INTRODUCTION OF NEW ITEMS

A. The Senate's nomination of members for the Tenure and Promotion Appeals Committee will be returned to the agenda.

B. Senator Horne reported that SWT might be buying a TV station, and that SWT is being given a ranch in Wimberly.

C. Senator Bechtol suggested that the Faculty Senate go on record supporting the Centennial Campaign.

Motion: The Faculty Senate supports the efforts of the Centennial Campaign, and authorizes the Chair to inform VP Hill and the President's Cabinet. Passed.

D. Chair and Dean evaluations are completed and have been distributed to chairs and deans.

Meeting Adjourned: 5:51 pm.

=====

## In the Hopper--Topics of Future Agendas

- 33 Textbook/Book Store Issues
- 34 SDLC and Academic Affairs (Prof. Day)
- 37 Handbook Committee Recommendation
- 41 Parking
- 42 Core Values
- 44 Five-Year Faculty-Salary Improvement Plan
- 45 Selection of Grievance Committee Members
- 49 Grade Deadlines (Swinney)
- 51 Biology 5399--Koke Letter (Prof. Horne)
- 52 Chair Merit
- 55 One-Time Bonuses
- 56 Salary Compression and Differential Salaries
- 58 HERI Survey Results
- 60 Science T&P Review--Sawey Letter

Watchful Waiting--Past Recommendations and Activities in Progress

- 27 Academic Core Committee Report
- 35 Academic Computing Committee Proposal
- 52 Chair Merit
- 57 Recruitment and Retention of Chairs
- 61 Senate Distinguished Service Award
- 62 Selection of Faculty Ombudsman
- 63 Evaluation of Chairs and Deans

The Senate will resume regular weekly meetings on September 1

Senate meetings are open to all members of the University Community

Approved Minutes for the 9/15/93 Meeting

Present: Senators Avila, Caruana, Davis, Day, Glassman, Horne, Middlebrook, Morgan, Pascoe, Sawey, Stedman, Swinney, Thompson, Weller.

Absent: Senator Bechtol.

The meeting began at 4 pm.

12. SENATE GOALS FOR FY94 (SENATOR AVILA)

Senator Avila directed the Senate in a process aimed at focusing on the purpose of the Faculty Senate as it related to the Senate Goals for FY94.

71. AAUP CONFERENCE (SELECTION OF DELEGATE)

Chair Swinney reminded the Senate of the AAUP Conference being held October 15-17 in Washington, DC. The primary focus will be on faculty governance, the financial crises in higher education, and strategies for survival.

In light of the focus of the conference and its potential importance to SWT, Chair Swinney requested funding and reported that President Supple has made available \$1,000 for a faculty member to attend.

Senator Day was appointed as the faculty member to attend this conference, reporting her findings when she returns.

Motion: The Senate requests that the Chair send a note of appreciation to President Supple for his help in making it possible for a faculty member to attend this conference.

15. UNIVERSITY COUNCIL (APPOINTMENT OF TT REP.)

As reported in the minutes of the Senate meeting of 9/8/93, the Senate needs to appoint a tenure-track representative from the School of Liberal Arts to the University Council. This appointment will be for one year to substitute for Dr. Scott Slovik (on leave) in English.

Dr. Mary Brennan (History) was appointed.

27. ACADEMIC CORE COMMITTEE REPORT  
(APPOINTMENT OF SENATE STUDY COMMITTEE)

Last Spring the Senate asked the Academic Core Committee to investigate ways of effectively and efficiently delivering a core curriculum. The Committee's report arrived during the past summer and the Senate delayed action until this Fall.

Motion: The Senate will appoint a subcommittee comprised of one dean, one chair, three faculty members, and two faculty senators to study the College of General Studies. This Study Committee will hold hearings, seeking as many viewpoints as possible. The Study Committee will be chaired by Senator Day, and its report will be returned by the end of the Fall term or as soon as feasible thereafter. Chair Swinney will draft a charge for the committee. Passed.

## 10. VERIFICATION OF FACULTY VOTERS

Most of the departments have reported their updated faculty voter lists. The stragglers should be reporting by the end of the week.

## 07. LIAISONS

There are still a few academic departments that have not yet elected a Faculty Senate Liaison. They are as follows:

1. Physics
2. All eligible departments in the School of Applied Arts and Technology.
3. Philosophy

## 02. MINUTES OF PREVIOUS MEETING

Motion: Approve the minutes of the 9/8/93 meeting. Passed.

## INTRODUCTION OF NEW ITEMS

### A. VPAA SMALLWOOD'S COMMITTEE FOR ASSESSMENT OF UNDERGRADUATE PROGRAMS

Associate VPAA Smallwood is selecting a committee to assess the undergraduate programs at SWT, and requested that the Senate nominate one member for the committee. The Senate nominated Senator Davis.

Senator Davis reported that the Psychology Department will be a "pilot department" for this undertaking.

=====

### B. FACULTY SENATE NEWSLETTER

Items for the Faculty Senate Newsletter were discussed, including matters related to the University Bookstore.

=====

### C. HIGH SCHOOL STUDENT COMPETENCIES

Senator Avila distributed a paper entitled, "Raising Expectations for Students to Meet Real-World Needs." This relates to an issue of interest to the university community in that the concerns raised relate to the skills (or lack thereof) of high school graduates.

Senator Avila will be leading a discussion group in the School of Education, and the Senate will discuss how it might help in this effort, e.g., possibility of sponsoring a discussion group.

This issue will be returned to an upcoming agenda.

Meeting adjourned at 6:04 pm.

In the Hopper--Topics of Future Agendas

- 34 SDLC and Academic Affairs
- 37 Handbook Committee Recommendation
- 41 Parking
- 42 Core Values
- 44 Five-Year Faculty-Salary Improvement Plan
- 48 Facilities Committee, 1993-94
- 49 Grade Deadlines (Swinney)
- 52 Chair Merit
- 55 One-Time Bonuses
- 56 Salary Compression and Differential Salaries
- 64 Merit Study for FY93 (Prof. Swinney)
- 74 Spoken English in the Professoriate

Watchful Waiting--Past Recommendations and Activities in Progress

- 31 Faculty Court
- 35 Academic Computing Committee Proposal
- 38 Faculty Expertise Survey (Prof. Day)
- 43 Process in General Studies
- 51 Biology 5399--Koke Letter (Prof. Horne)
- 52 Chair Merit
- 57 Recruitment and Retention of Chairs
- 58 HERI Survey Results (Prof. Day)
- 61 Senate Distinguished Service Award
- 63 Evaluation of Chairs and Deans
- 73 Distinguished Professor Emeritus
- 75 Grade Inflation

Senate meetings are open to all members of the University Community

## **Approved Faculty Senate Minutes for the September 22, 1993 Meeting**

Present: Senators Avila, Bechtol, Caruana, Davis, Day, Glassman, Horne, Middlebrook, Morgan, Pascoe, Sawey, Stedman, Swinney, Thompson, Weller.

L. Cardenas (Political Science), V. Luizzi (Philosophy), T. Wilson (History), R. Fischer (Modern Languages), D. Matlock (Sociology), J. Garber (Anthropology), S. Visser (Geography and Planning), S. Ogletree (Psychology), L. Blanchard (English), D. Sellers (General Studies), P. Renfro (Mass Communication), S. Miley (Liberal Arts), G. Gravitt (Liberal Arts), M. Busby (Center for the Study of the Southwest), L. Garza-Falcon (Center for Multicultural and Gender Studies), R. Smallwood (Academic Affairs)

Absent: Senator Morgan.

The meeting began at 4:07 pm.

### **43. PROCESS IN GENERAL STUDIES (GUESTS: LIBERAL ARTS COUNCIL)**

The Liberal Arts Council had requested a meeting with the Faculty Senate to share its views on the matter of faculty representation on the (soon to be reconstituted) General Studies Council.

A draft PPS concerning the General Studies Council was put forward in the 9/21/93 meeting of the CAD (Council of Academic Deans). This draft was put forward by Dean Sellers, and a copy can be found in Note 7.13 of the FACULTY-SENATE VAX Notes conference.

Dean Gravitt distributed a document containing proposed changes in this draft PPS. The proposed changes reflected the views of the Liberal Arts Council.

Essentially the Liberal Arts Council wants faculty representation be effected by having elected members from each department yielding a council of around 34 members, whereas the proposal before the CAD has faculty representation effected by 2 elected members from each school yielding a council of around 14 members.

Chair Luizzi summarized the view of the Liberal Arts Council by asserting that the General Studies Council needs to be larger than is currently proposed. He emphasized the following two points:

1. A larger General Studies Council with departmental representation has functioned well in the past. The basis for this view is personal participation, conversations with departmental representatives and a general sense of the process.

2. The Liberal Arts Council has not supported the demise of the Instructional Council with the arrival of the University Council because of the departmental representation present in the Instructional Council. So the concept of departmental representation is a matter of principle with the Liberal Arts Council, which is seeking to have a larger and more diverse General Studies Council.

A wide-ranging discussion followed. This included questions and answers along with statements of opinion.



When your humble secretary could recognize the person speaking, his/her name is placed in parentheses as their respective summarized remarks begin. What follows is a summary of the discussion.

Q: (Sawey) Professor Geuras appeared several times before the Faculty Senate last spring, asserting that the General Studies Council didn't meet for over a year. How can you say it was working well?

A: (Luizzi) This has nothing to do with with issue of the size and representational scheme of the body. When the General Studies Council did meet, it worked well.

(Swinney) In the experience of most folks large bodies are cumbersome and difficult to manage.

=====

(Sellers) The General Studies Council was never listed in the Roster of Councils and Committees, and it was anticipated that when the University Council (UC) came into existence a General Studies governing body would be a committee of the UC.

When this UC committee structure failed to materialize, the Dean of General Studies and the VPAA put forward another proposal for the governance of General Studies. This proposal subsequently failed to receive the support of the Faculty Senate.

The Faculty Senate subsequently put forward its own governance proposal, having a representation scheme quite different from the "old" General Studies Council. This prompted the drafting of the proposal (drafted by the Dean of General Studies) currently before the CAD. This proposal before the CAD parallels several of the Faculty Senate proposals.

=====

Q: Was there any formal decision to disband the "old" General Studies Council?

A: (Sellers) The decision was made by the Dean of General Studies and the VPAA. The reason was that this council had no formal status. No formal announcement of this decision was made.

=====

There followed some words of consternation directed at the Dean of General Studies concerning her proposal, changing the scheme of representation from departmental-based to school-based.

It was pointed out (Day) that members of the Liberal Arts Council were, "Preaching to the choir," with respect to the Dean of General Studies in that Dean Sellers has supported departmental representation during many of the deliberations.

Dean Sellers said that if the General Studies Council had a departmental-based scheme of representation that she would need to have an executive council to make the process viable. It was also pointed out that 5 of the 7 schools councils have supported the idea of a school-based representation for the General Studies Council.

Another member of the delegation from the School of Liberal Arts pointed out that school councils might not be particularly representative of faculty views.

It was then noted (Sawey) that the Faculty Senate didn't exactly "suck up" to the CAD.

=====

Q: (Matlock) Hasn't there been some sentiment to increase the size of the Faculty Senate?

A: (Swinney) Not for several years, although the Faculty Senate was increased from 10 to around 15 or 16 (depending on changes dictated by the representation formula in the Faculty Senate Constitution). The reason for this increase involved some recommendations by the Southern Association and concerns raised by some administrators.

=====

The University Council is "huge." Why shouldn't each department have a say in curriculum affecting its role in the University? The floundering of the General Studies Council was not a consequence of its size.

Q: (Sellers) What would your response be to a "middle of the road" approach such as a structure comparable to the Faculty Senate where it is school-based but the number of senators from each school is based on the size of the school?

A: (Luizzi) The Liberal Arts Council is concerned that SWT is going to be a campus that does not have a single body that has representatives from each department. The Instructional Council was a well-functioning body. Furthermore, the Liberal Arts Council is strongly in favor of departmental-based representation. We believe that each department is different and should have its own representative.

=====

Q: (Sellers) What about the matter put forward in Paragraph 9 where schools could have General Studies committees comprised of members from each department and the General Studies Council members would come from this school committee?

A: (Matlock) This does not resolve the concerns of the Liberal Arts Council.

(Swinney) Although the Faculty Senate has just received this proposal (put forward in the CAD yesterday), this aspect of the system appears to be reminiscent of an "electoral college" (two-stage) scheme of representation.

=====

Q: (Luizzi) Would the Dean of General Studies be interested in working with departmental representatives?

A: (Sellers) As stated earlier, there would need to be an executive council. There would also have to be a fairly heavy reliance on a good committee structure. However, either representation scheme is acceptable.

(Luizzi) The Liberal Arts Council wanted the Faculty Senate to know what the faculty wants and to influence the decisions being made by the Faculty Senate.

=====

Q: (Sawey) Aren't you really here to minimize the chance of having your "ox gored" by the current proposal?

(Caruana) As chair of the Curriculum Committee which has about 14 members, the logistical problems of finding a suitable time to meet are almost (but not quite) impossible to manage.

A: The stand of the Liberal Arts Council is one of principle. The matter of size is merely a logistical practicality.

(Gravitt) Liberal Arts would only comprise 9 of 34 departments in such a scheme.

(Blanchard) English probably deals with the largest number of students having to meet core curriculum requirements. Hence, it is very important that the view of the English Department be heard and that the English Department hear all of the concerns of the departments which it serves.

=====

Q: (Sellers) Among the changes in the Liberal Arts Council's proposal is that the director of the Center for Multicultural and Gender Studies becomes a voting, rather than a non-voting, member. Why is this?

A: (Garza-Falcon) The current Acting Director feels that the concerns represented by this center should have a strong voice in the General Studies Council.

=====

Q: (Day) Should there be departmental representation for directorships such as in the School of Health Professions?

There seemed to be no immediate consensus in the Liberal Arts Council with respect to this question.

=====

Q: (Day) Why are you supporting only having two students on the General Studies Council?

A: The Liberal Arts Council was only addressing the matter of faculty representation.

=====

Q: (Swinney) Who makes the final decision on this General Studies Council PPS?

A: (Sellers) In the final analysis, the Dean of General Studies will put forward a proposal to the VPAA, and the VPAA will make the final decision.

=====

Q: (Swinney) The deadline of two weeks is pretty short for the Faculty Senate to be appropriately deliberative. Is this a hard and fast deadline?

A: (Sellers) The two week time limit is flexible, but there are issues to put before the General Studies Council this term. If the Faculty Senate believes more time is needed, then the deadline can certainly be extended.

=====

(Sellers) If a departmental-based method of representation is considered by the Faculty Senate, the Dean of General Studies urges that members of the School of Health Professions be consulted concerning their school governance structure.

=====

(Day) The Faculty Senate's proposal was an attempt to ward off a special interest (territorial) warfare. It was hoped that the method proposed by the Senate would seem fair enough to all parties. Any method will have advantages and disadvantages.

=====

Q: (Sawey) For the Acting Director of The Center for Multicultural and Gender Studies: Since one of your goals is to promote an appreciation for diversity, does this include gay and lesbian concerns?

A: (Garza-Falcon) Yes. For example, these matters are discussed in some of the writings of Hispanic authors. Why do you ask?

A: (Sawey) Because I'm a gay person.

=====

The idea of a faculty referendum was mentioned.

=====

Motion: RTA the matter to next week's meeting. Passed.

## **79. HIGH SCHOOL GRADUATE COMPETENCIES (SENATOR AVILA)**

Senator Avila reminded the Senate of the document distributed last week. The issues raised here relate to the desired competency level of high school graduates, i.e., what should a high school graduate know upon graduation?

The Texas Education Agency has trained people to go throughout the state holding "conversations" on these issues. These conversations will occur during October and November, and some of them will take place on the SWT campus, lead by Senator Avila.

At the end of this two month period, the results of these discussions will be sent to the Texas Education Agency and summaries will be presented to the Texas Board of Education in the spring.

Motion: The Faculty Senate endorses the efforts being made on the SWT campus to hold these conversations concerning high school competency levels. Passed.

## **61. SENATE DISTINGUISHED SERVICE AWARD**

At the last PAAG Meeting the President and VPAA voiced "definitional" concerns about the Faculty Senate's current proposal for a Distinguished Service Award.

Motion: The Chair will appoint a subcommittee to re-draft the proposal in an attempt to meet administrative concerns. Passed.

## **2. MINUTES OF PREVIOUS MEETINGS**

The minutes of the 9/8/93 PAAG meeting were approved.

The minutes of the 9/15/93 meeting were approved.

## **OTHER ITEMS**

Election of Faculty Senate Liaisons is nearly complete.

=====

Senator Horne asked if there had been any reports of time conflicts being generated during the current round of registration.

VPAA Smallwood said that this was, indeed, the case and that some 500 conflicts were known to have occurred. He indicated that this had been DESIGNED INTO THE SYSTEM some time before he came on the scene.

The meeting adjourned at 6:10 pm.

=====

## **In the Hopper--Topics of Future Agendas**

- 12 Senate Goals for FY94
- 34 SDLC and Academic Affairs
- 37 Handbook Committee Recommendation
- 41 Parking
- 42 Core Values
- 44 Five-Year Faculty-Salary Improvement Plan
- 48 Facilities Committee, 1993-94
- 49 Grade Deadlines (Swinney)
- 52 Chair Merit
- 55 One-Time Bonuses
- 56 Salary Compression and Differential Salaries
- 64 Merit Study for FY93 (Prof. Swinney)
- 74 Spoken English in the Professoriate

## **Watchful Waiting--Past Recommendations and Activities in Progress**

- 27 Academic Core Committee Report
- 35 Academic Computing Committee Proposal
- 38 Faculty Expertise Survey (Prof. Day)
- 51 Biology 5399--Koke Letter (Prof. Horne)
- 52 Chair Merit

- 57 Recruitment and Retention of Chairs
- 58 HERI Survey Results (Prof. Day)
- 63 Evaluation of Chairs and Deans
- 73 Distinguished Professor Emeritus
- 75 Grade Inflation
- 78 Part-Time Faculty Policy Committee Report

Senate meetings are open to all members of the University Community.

## Approved Minutes for the 9/29/93 Meeting

Present: Senators Avila, Bechtol, Caruana, Davis, Day, Glassman, Horne, Middlebrook, Morgan, Pascoe, Sawey, Stedman, Swinney, Thompson, Weller.

S. Ackridge (Faculty Senate Office Secretary), M. Moore (Student) VPAA Gratz, Assoc. VPAA Smallwood, D. Brinner (Library Liaison)

The meeting began at 4:07 P.M.

### 43. PROCESS IN GENERAL STUDIES

This matter was tabled at the last meeting after the discussions with the visiting Liberal Arts Council. It was to be returned to the agenda at this meeting.

Extensive discussion ensued concerning whether or not the Senate's original recommendation should be changed and/or whether any detailed recommendations should be made with respect to the current draft proposal that has been put forward by the Dean of the School of General Studies.

Motion: The Faculty Senate will conduct an opinion poll of the faculty concerning the representation scheme to be used for the General Studies Council. Failed.

Motion to table this issue. Passed.

Senator Day's ad hoc subcommittee will continue on its mission of examining and seeking input concerning the issue of the optimal means of overseeing a core curriculum at SWT.

### 76. DEAD WEEK

Discussion of Dead Week has taken place at University Council (UC) meetings, but no resolution has been reached. Dead Week is specified in the revised calendar.

Motion: The Faculty Senate recommends the abolition of Dead Week. Passed.

Motion: The Faculty Senate recommends that the day between the end of classes and the beginning of final exams (when classes do not meet) be named something other than "Dead Day." Passed.

### 56. SALARY COMPRESSION AND DIFFERENTIAL SALARIES

The issue of salary compression deals with the situations where newly hired faculty in a particular department are employed at a salary higher than that of currently employed faculty with comparable or better credentials and/or rank.

A related issue, differential salaries, concerns situations where faculty in one department have a salary considerably higher than colleagues of comparable rank in another department.

There was considerable interest in these issues late this past summer when Chair Swinney circulated a summary of the salaries of newly hired faculty members for the academic year beginning in 1992. Chair Swinney has been informed that similar data for this academic year will be available from the VPAA's office by the end of the week, and he will compile a similar list for this year as time permits.

Chair Mears (Chair of the Staff Council) has indicated an interest on the part of the Staff Council on related matters. The Staff Council already has 3 volunteers to serve on a joint committee of the Staff Council and Faculty Senate to investigate the issues of salary compression and differential salaries.

Motion: The Faculty Senate supports forming a joint committee with the Staff Council to gather data and otherwise examine issues of salary compression and differential salaries at SWT.

Chair Swinney will consult with Chair Mears and Professor Northcutt in Mathematics (Chair of the Faculty Senate Budget Committee) in order to compose such a joint committee.

## 81. CAPSTONE REQUIREMENT

Last February the Academic Core Committee recommended that the capstone course requirements be abolished, provided that departments desiring to keep such requirements be allowed to do so. Professor Brown in History (Chair of the Academic Core Committee) has contacted Chair Swinney indicating that this committee has requested a status report on their recommendation.

Motion: This issue will be tabled for a few weeks until Professor Brown can attend a Senate meeting to discuss the matter further.  
Passed.

## 82. PLANNING THE FALL MEETING WITH LIAISONS

In accordance with the Standing Rules of the Faculty Senate, there needs to be a scheduled meeting to confer with Senate liaisons.

Motion: The Faculty Senate requests that Chair Swinney make arrangements for a meeting with Faculty Senate liaisons and committee chairs on Wednesday, 10/13/93, on the 11th floor of JCK from 3:30-5 P.M. The meeting will have an open-ended agenda with possible emphasis on the Senate goals. Passed.

## 73. DISTINGUISHED PROFESSOR EMERITUS (COMMITTEE)

The Senate obtained a commitment from VPAA Gratz that the issue of Distinguished Professor Emeritus would be discussed by the Council of Academic Deans (CAD). This discussion took place recently, and VPAA Gratz will appoint a committee of two deans and a faculty senator to work on the matter.

Motion: The Faculty Senate nominates Chair Swinney for this committee. Passed.

## 83. HONORARY DEGREES (COMMITTEE)

SWTSU has only bestowed two honorary degrees, one for former President Lyndon Johnson and another for Lady Bird Johnson.

The CAD is creating a committee comprised of two deans and two faculty members to discuss the matter.

Some consternation was voiced at what is perceived by some as the administrative contempt for service to SWT by faculty. On the one hand, there are the recent administrative pronouncements concerning the possibility a Distinguished Service Award, and on the other hand, this apparent clamoring to fawn over wealthy potential donors.



Senators Pascoe and Sawey were recommended for the committee.

#### 67. PRESIDENTIAL TEACHING AWARDS (COMMITTEE)

There are two faculty vacancies on the Presidential Teaching Award Committee.

Motion: The Faculty Senate nominates Professors Northcutt and Hatcher. Passed.

#### 02. MINUTES OF PREVIOUS MEETING

Minutes of the 9/22/93 meeting were approved.

#### INTRODUCTION OF NEW ITEMS

Chair Swinney distributed two documents related to questions recently raised by the English Department concerning the definition of senior faculty.

=====

#### PAAG AGENDA

Possible agenda items for the PAAG meeting (next week) were discussed.

The following items were suggested:

Computers for faculty.

Workload policy -- the difference between policy and reality.

Installing PPSs in electronic form.

Renewable terms for chairs.

Aquarena Springs purchase.

Other.

=====

Senator Day distributed a draft form for rating developmental leave applicants.

=====

Meeting adjourned at 5:59 P.M.

=====

#### In the Hopper--Topics of Future Agendas

- 12 Senate Goals for FY94
- 34 SDLC and Academic Affairs
- 37 Handbook Committee Recommendation
- 41 Parking

- 42 Core Values
- 44 Five-Year Faculty-Salary Improvement Plan
- 48 Facilities Committee, 1993-94
- 49 Grade Deadlines (Swinney)
- 52 Chair Merit
- 55 One-Time Bonuses
- 61 Senate Distinguished Service Award
- 64 Merit Study for FY93 (Prof. Swinney)
- 74 Spoken English in the Professoriate

Watchful Waiting--Past Recommendations and Activities in Progress

- 27 Academic Core Committee Report
- 35 Academic Computing Committee Proposal
- 38 Faculty Expertise Survey (Prof. Day)
- 51 Biology 5399--Koke Letter (Prof. Horne)
- 52 Chair Merit
- 57 Recruitment and Retention of Chairs
- 58 HERI Survey Results (Prof. Day)
- 63 Evaluation of Chairs and Deans
- 75 Grade Inflation
- 78 Part-Time Faculty Policy Committee Report

Senate meetings are open to all members of the University Community.

## Approved Minutes for the 10/6/93 Meeting

Present: Senators Avila, Bechtol, Caruana, Davis, Day, Glassman, Horne, Middlebrook, Pascoe, Sawey, Swinney, Thompson.

Absent: Senators Weller, Morgan, Stedman .

The meeting began at 5:07 PM.

### 81. CAPSTONE REQUIREMENT (GUEST: PROFESSOR RON BROWN)

This item had been tabled last February, and since there are new members on the Faculty Senate, Professor Brown (Chair of the Core Curriculum Committee) was asked to return to the Senate to answer questions related to the capstone recommendations of the Core Curriculum Committee.

The recommendation of the Core Curriculum Committee is that the Capstone Requirement for General Studies be discontinued, but departments that wish to retain a capstone requirement be allowed to do so.

Professor Brown indicated that his committee had discovered that the capstone requirement caused problems in staffing in certain departments and that only lip service was being paid to the requirement in others, while in still other departments the requirement was being taken seriously and working well, hence the recommendation of the Core Curriculum Committee to reflect reality.

Some discussion with questions and answers followed.

Motion: The Faculty Senate supports the Core Committee's recommendation that the Capstone requirement for General Studies be abolished, but that departments wishing to continue to use a capstone requirement be allowed to do so. Passed.

### 85. SENIOR FACULTY DEFINITION

The matter of the definition of senior faculty has been raised by the English Department. VPAA Gratz has indicated that he believes this is a Faculty Handbook matter. The current definition of senior faculty (p. 21 of the Faculty Handbook) does seem a bit outdated in light of current workload practices, but finding a reasonable substitute will take some effort.

After considerable discussion a motion to request that Chair Swinney appoint a subcommittee of the Faculty Senate to draft a proposal for the Senate to consider and forward to the Handbook Committee. Motion passed.

Senator Bechtol volunteered to work with Chair Swinney.

### 37. HANDBOOK COMMITTEE RECOMMENDATIONS

The Handbook Committee has forwarded two recommendations to the Senate. The first is that the Senate recommend an orientation for new chairs be provided so that misunderstandings related to items such as developmental leaves could be minimized.

The second recommendation relates to making certain that the senior faculty of a department be assured a voice in hiring new faculty members. Currently the Faculty Handbook (p. 22) allows for the possibility of no consultation of the departmental senior faculty in hiring new faculty.

The PPS (7.02) alludes to faculty consultation, but the wording seems vague. The Handbook Committee recommends that the PPS and Faculty Handbook policies be reconciled in such a manner that there are "adequate" guarantees for departmental faculty input in hiring new faculty.

After considerable discussion, a motion to table until the next meeting was made and passed.

## 02. MINUTES OF PREVIOUS MEETING

The minutes of the 9/29/93 meeting are approved.

## INTRODUCTION OF NEW ITEMS

A draft PPS on sexual harassment was circulated.

=====

A draft goals statement for the Faculty Senate (from Senator Avila) was circulated.

=====

Two parking and safety issues were raised by Senators Pascoe (crosswalk near the Texaco station near the Drama Building) and Davis (Tuesday evening parking in the "Pit" lot near the Psychology Building).

The meeting adjourned at 6:12 PM.

## In the Hopper--Topics of Future Agendas

- 12 Senate Goals for FY94
- 34 SDLC and Academic Affairs
- 41 Parking
- 42 Core Values
- 44 Five-Year Faculty-Salary Improvement Plan
- 48 Facilities Committee, 1993-94
- 49 Grade Deadlines (Swinney)
- 52 Chair Merit
- 55 One-Time Bonuses
- 56 Salary Compression and Differential Salaries
- 61 Senate Distinguished Service Award
- 64 Merit Study for FY93 (Prof. Swinney)
- 74 Spoken English in the Professoriate

## Watchful Waiting--Past Recommendations and Activities in Progress

- 27 Academic Core Committee Report
- 38 Faculty Expertise Survey (Prof. Day)
- 51 Biology 5399--Koke Letter (Prof. Horne)
- 52 Chair Merit
- 57 Recruitment and Retention of Chairs
- 58 HERI Survey Results (Prof. Day)
- 63 Evaluation of Chairs and Deans
- 73 Distinguished Professor Emeritus
- 75 Grade Inflation
- 78 Part-Time Faculty Policy Committee Report

## **Approved Minutes for the 10/13/93 Meeting**

Present: Senators Avila, Bechtol, Caruana, Davis, Day, Glassman, Horne, Middlebrook, Morgan, Pascoe, Sawey, Stedman, Swinney, Weller.

S. Ackridge (Faculty Senate Office Secretary), R. Welborn (Acting Dean of Health Professions), K. Brown (Director of Undergraduate Social Work), Y. Murray (Social Work), C. Hawkins (Social Work), M. Moore (Student).

Absent: Senator Thompson.

The meeting began at 4:00 PM.

### **88. CURRICULUM COMMITTEE REPORT (MS IN SOCIAL WORK)**

The Curriculum Committee met this week (10/11/93) and sent forward the following recommendation to the Senate:

The Curriculum Committee supports the MSW proposal with the following reservations/concerns:

- a. the concern for funding new faculty with the current financial constraints being placed on the University at this time,

- b. overlapping of courses between the existing undergraduate program and the proposed new graduate courses in social work,

- c. the duplication of courses with the other departments of the University,

- d. the concern that the program does not include nutrition or genetics as required support courses in the MSW program, and

- e. the excessive reduction in faculty to student ratio between the undergraduate and graduate programs.

Since the recommendation of the Curriculum Committee to "support" the MSW had the effect of recommending against it, there has been an appeal made to the Committee to reconsider its decision. The Curriculum Committee will meet with interested parties in the next two weeks to discuss the matter further and receive additional information from the School of Health Professions.

Since the Curriculum Committee's recommendation is not yet "final," the discussion in the Senate was for information purposes only.

Dean Welborn gave a presentation with an accompanying document concerning certain financial aspects of the proposed MSW program. Discussion followed.

Dr. Brown gave a presentation with an accompanying document concerning the curricular aspects of the proposed MSW program. Discussion followed.

During the discussion it was learned the UT-Pan American is also preparing an MSW proposal that is somewhat farther along than that of SWT. Dr. Brown believes that the state of Texas needs both programs and sees no conflict of interest.

Dean Welborn indicated that the goal is to have the proposal considered in the November meeting of the University Council.

In answer to a query concerning the VPAA's support of the proposal, Dr. Brown indicated former VPAA Newsom was the first VPAA to encourage the proposal of such a program and that VPAA Gratz has not been unsupportive.

Any further questions concerning the proposal should be sent to Dean Welborn and Director Brown via Chair Swinney.

This matter will be returned to the agenda when the Curriculum Committee has had an opportunity to reconsider its decision.

## **12. SENATE GOALS FOR FY94**

A draft statement of Senate purpose and goals, drafted by Senator Avila (with the consultation of Senators Glassman and Swinney) was distributed and discussed.

**Motion:** The Senate will distribute the draft statement of Senate purpose and goals to the liaisons and committee chairs so that the Senate can receive their views on these matters in its meeting with them next Wednesday at 3:30 PM.

**Amendment:** Add to the purpose section of the document a statement supporting the promotion of a better understanding of the University budget. Passed

Original motion passed.

## **43. PROCESS IN GENERAL STUDIES (SENATOR DAY)**

Considerable concern was voiced by Senator Day relating to the questionable "process" followed this past summer and the subsequent fall term. This concerned the matter of adding new courses to the "international studies" component in General Studies. Discussion followed.

**Motion:** The Faculty Senate recommends that the recent decisions of this past summer and the subsequent fall term regarding new courses added to the "international studies" component of General Studies be submitted to the newly forming General Studies Council for approval. The Faculty Senate further recommends that all of the current approval processes for new courses in General Studies be reviewed by the same General Studies Council. Passed.

## **87. DEVELOPMENTAL LEAVE WEIGHTING FORM (SENATOR DAY)**

Since concerns are routinely voiced concerning the process of ranking applicants for developmental leaves, Senator Day presented a form to use in this process.

**Motion:** The Faculty Senate will make the form available for the use of those senators desiring to use it in their deliberations. Passed.

## **37. HANDBOOK COMMITTEE RECOMMENDATIONS**

This issue was discussed last week and was to be returned to the agenda this week. The concerns raised related to the following:

- a. orientation session for new chairs,
- b. inclusion of senior faculty in the process of hiring of new faculty.

Discussion continued and the matter will be returned to the agenda of the next regular meeting.

## **2. MINUTES OF PREVIOUS MEETING**

Minutes of the 10/6/93 Meeting were approved.

## **INTRODUCTION OF NEW ITEMS**

The west campus representative on the Planning Committee (Professor Mooney) has resigned.

Motion: The Faculty Senate recommends (President chooses) Professor Phil Kostroum to serve on this committee. Passed.

=====

Ballots for Piper Foundation nominees will be distributed soon.

=====

The Senate's meeting with liaisons and committee chairs is next week at 3:30 on the 11th floor of JCK. This meeting will involve seeking the views of liaisons and committee chairs on anything they consider important as well as their views on the draft statement of Senate purpose and goals.

=====

Senator Pascoe requested that the issue of salary compression be placed on an upcoming agenda.

=====

Senators Weller and Horne circulated documents for upcoming agenda items.

Senator Weller is raising the issue of health concerns in the General Classroom Building (Old Science).

Senator Horne is raising the issue of an advisory committee for matters relating to the uses of Aquarena Springs.

=====

The meeting adjourned at 6:20 PM.

=====

In the Hopper--Topics of Future Agendas

- 34 SDLC and Academic Affairs
- 41 Parking
- 42 Core Values
- 44 Five-Year Faculty-Salary Improvement Plan

- 48 Facilities Committee, 1993-94
- 49 Grade Deadlines (Swinney)
- 52 Chair Merit
- 55 One-Time Bonuses
- 56 Salary Compression and Differential Salaries
- 61 Senate Distinguished Service Award
- 64 Merit Study for FY93 (Prof. Swinney)
- 74 Spoken English in the Professoriate
- 85 Senior Faculty Definition

Watchful Waiting--Past Recommendations and Activities in Progress

- 27 Academic Core Committee Report
- 38 Faculty Expertise Survey (Prof. Day)
- 51 Biology 5399--Koke Letter (Prof. Horne)
- 52 Chair Merit
- 57 Recruitment and Retention of Chairs
- 58 HERI Survey Results (Prof. Day)
- 63 Evaluation of Chairs and Deans
- 73 Distinguished Professor Emeritus
- 75 Grade Inflation
- 78 Part-Time Faculty Policy Committee Report
- 81 Capstone Requirement

Coming on October 20 .... Special Senate meeting with Liaisons and Committee Chairs .... 3:30 to 5:00 .... 11th Floor, JCK

Senate meetings are open to all members of the University Community.



## **Approved Minutes for the 10/20/93 Faculty Senate Meeting**

Present: Senators Avila, Bechtol, Caruana, Davis, Day, Glassman, Horne, Middlebrook, Morgan, Pascoe, Sawey, Stedman, Swinney, Thompson, Weller.

S. Ackridge (Faculty Senate Office Secretary)

J. Petersen (Geography and Planning), S. Springer (Technology), D. Parkin-Spears (English), C. Johnson (Health Administration), S. Singh (Mathematics), O. Renick (Health Administration), D. Cavanaugh (Speech Communication), R. Northcutt (Mathematics), D. Bruner (Library), T. Hindson (Political Science), Maria de Ruiz (Modern Languages).

The meeting began at 3:40 PM.

### **82. MEETING WITH LIAISONS AND COMMITTEE CHAIRS**

The Faculty Senate held its meeting with the Faculty Senate liaisons and committee chairs. The Senate draft purpose and goals statement was distributed. After introductions, all in attendance were polled with respect to their concerns relating to the activities of the Faculty Senate.

The following is a summary of the various concerns, opinions and reports offered by those in attendance:

1. Given the recent grievance proceeding, perhaps the Senate should seek additional avenues to avoid the deterioration of relations between senior faculty and chairs to the point reached in the current case.
  2. The Senate should reconsider the size of the body. Perhaps it should be enlarged to include representatives from every academic department.
  3. The professional librarians are pleased that the Senate affords them an opportunity to have a Senate liaison and think that they are facing problems similar to those of the faculty across campus, e.g., security concerns and salary compression. Indeed the status of the professional staff on campus needs to be reviewed.
  4. The liaisons and committee chairs are urged to attend Senate, University Council, and PAAG meetings, especially on those occasions where issues of particular interest to them are to be discussed. All of these meetings are open.
  5. The Budget Committee has been studying salaries, the budget process, waste (real or imagined), and escalating and/or uncontrolled costs. This year the committee will also be giving particular attention to the proliferation of directorships, auxiliary operations, and salary issues. Anyone having suggestions is invited to give them to the committee.
- Education of faculty concerning the budget along with other budget-related matters were raised by several participants.
6. There are serious space difficulties in the School of Fine Arts and Communication. Difficulties are particularly acute in the Departments of Speech Communication and Art. There is a need for better communication on matters of planning for campus construction.
  7. The newly raised matter of departmental and school "entrepreneurship" in order to raise more money for these bodies is cause for enthusiasm by some.

8. The image of SWT needs to be elevated.
9. Some participants opined that the Senate has more influence than it had a few years ago.
10. There is a need for better direction of Senate committee chairs with respect to their responsibilities. This is especially important for committees that make recommendations on expenditure of funds. Senator Stedman is compiling a handbook for the next committee chair of the University Lecturers Committee.
11. The Insurance Committee will be conducting a satisfaction survey at SWT in the Spring. Similar pilot surveys have already been done by Dr. Oren Renick (Health Professions) in cooperation with the local Managed Care Coalition.
12. There is significant consternation concerning the search for a new dean of Health Professions. It seems that the closing date for applications is November 1, 1993, but the search committee has not yet been formed.
13. The Curriculum Committee is taking a hard look at the financial aspects of any proposed new programs. This is in addition to its usual concerns related to academics. This additional emphasis seems imperative given the current financial difficulties in higher education.
14. The way that student fees are expended needs to be re-examined. There is a need to verify that fees are being expended as intended, e.g., computer usage fees and the application of certain student fees to athletics.
15. The Senate's proposal for renewable terms for chairs needs to get moving.
16. It is high time that process in General Studies receive careful scrutiny.

The topic of General Studies was mentioned several times and Chair Swinney pointed out that with respect to governance matters, the new General Studies Council is being formed and that the Senate's ad hoc committee to study the financial aspects of General Studies is under way. To reiterate, the focus of this ad hoc committee is financial, not curricular.
17. The Senate received some kudos on its efforts at better communication, and the need for continuing efforts in this area was emphasized.
18. There are grave concerns and much consternation with respect to the matters of differential salaries and salary compression. Salary-related matters surfaced several times.
19. There is a need for good investigative journalism by the University Star with respect to concerns for the health of students and faculty who have to be in the General Classroom Building (Old Science Building). This issue was raised by several participants.
20. Parking is an ongoing concern by all who drive an automobile to campus. This issue was also raised by several participants.
21. There is a need for increased flexibility within departments to work as a team, supporting the various strengths of different faculty members rather than trying to make all faculty members excel in all three areas of teaching, service, and scholarship.

22. We need to seek new ways to generate and save money, e.g., reduce the number of administrators, have open discussions on how funds generated by Aquarena Springs will be used.

23. The Senate should receive some credit for making it possible for Senate liaisons to attend school council meetings in some schools. This is not the case in the School of Science. Their meetings are closed.

24. This year each issue of the Faculty Senate Newsletter will have a list of upcoming items. These are given on the last page of the Newsletter.

25. Grant funds do not always bring funds into the departments of the faculty who manage to get such grants. This can pose significant problems in those departments.

26. The recently discussed idea of having teaching/service senior faculty along with teaching/research senior faculty needs to be carefully examined.

27. Faculty members face an increased possibility of legal entanglements, e.g., a faculty member might be told by a family member that one of his/her students has severe emotional problems, but the Counseling Center cannot even discuss the matter with concerned family members due to laws related to privacy. There needs to be more guidance for faculty as to how to proceed in such cases.

28. In addition to the matter of parking, issues related to physical plant should be carefully examined.

The meeting with Senate liaisons concluded at 4:40 PM.

The Senate resumed its agenda at 4:50 PM.

### **37. HANDBOOK COMMITTEE RECOMMENDATIONS**

These two issues have been discussed at the previous two meetings. After some discussion, the following two motions were made and passed.

**Motion: The Faculty Senate recommends that the following suggestion be forwarded to the VPAA. Passed.**

We recommend that a required orientation process be established for new chairs. We are particularly interested in assuring that chairs are informed early on regarding processes of special interest to faculty governance--the senior faculty system, faculty grievance procedures, shared responsibility for departmental budgeting and planning, developmental leaves, election of faculty representatives for various purposes, etc. We suspect, however, that such an orientation would be useful for a variety of other purposes, especially the elucidation of local policy, procedure, and tradition in academic and fiscal affairs.

**Motion: The Faculty Senate endorses the following recommendations to the VPAA for PPS changes. Passed.**

That senior faculties be explicitly involved in the hiring process by making the following modifications in PPS 7.02:

a) Add the words "after consulting with the senior faculty" to the first sentence in paragraph 10 so that it will read:

"Each department chair, after consulting with the senior faculty, is responsible for appointing one or more search committee(s)...."

b) Delete the last sentence in paragraph 10;

c) Add the words "review by the senior faculty and" to the penultimate sentence in paragraph 12 so that it will read: "These criteria and the advertisement itself are subject to review by the senior faculty and approval by the chair and dean."

d) Add the words "will make its recommendations to the senior faculty and" and "who" to the first sentence in paragraph 33, so that it will read: "After the interviews, the search committee will make its recommendations to the senior faculty and chair who will rank the applicants and forward these rankings and the applicant file of the top candidate to the school dean."

## **56. SALARY COMPRESSION AND DIFFERENTIAL SALARIES (SENATOR PASCOE)**

Although there is a recently formed joint staff/faculty committee to study these issues, it was thought that a brief discussion among Faculty Senators was also appropriate.

During the discussion, the idea that when salary raises are being determined there should be a "decompression" component in addition to the usual factors of performance and merit. This additional component would be used to adjust faculty salaries that have suffered due to salary compression or differential salary applications. In so doing, the administration could show that it is making an effort to address faculty and staff concerns in these areas.

The fact that faculty morale is significantly lowered in the face of differential salaries and salary compression was raised. Some specific departments were noted where particularly high salaries and capital allocations for incoming new faculty were given. For example, two new faculty members in the Department of Computer Science were hired at salaries in the low \$40Ks and given capital allocations of \$25K each.

It was asserted that the administration should keep a watchful for problem areas and not allow things to get so "out of kilter."

To be continued with accurate data.

## **02. MINUTES OF PREVIOUS MEETINGS**

Minutes for the 10/13/93 meeting were approved.

Minutes for the 10/6/93 PAAG meeting were approved.

## INTRODUCTION OF NEW ITEMS

There was a brief discussion about the items on the "In the Hopper" list (below). Several of these will be included on upcoming agenda.

Meeting adjourned at 6 PM.

### In the Hopper--Topics of Future Agendas

- 12 Senate Goals for FY94
- 34 SDLC and Academic Affairs
- 41 Parking
- 42 Core Values
- 44 Five-Year Faculty-Salary Improvement Plan
- 48 Facilities Committee, 1993-94
- 49 Grade Deadlines (Swinney)
- 52 Chair Merit
- 55 One-Time Bonuses
- 61 Senate Distinguished Service Award
- 64 Merit Study for FY93 (Prof. Swinney)
- 74 Spoken English in the Professoriate
- 85 Senior Faculty Definition
- 88 Curriculum Committee Report (MS in Social Work)
- 89 Writing Intensive Requirement
- 90 Aquarena--Faculty Advisory Committee (Horne)
- 91 Old Science Building--Health Concerns (Weller)

### Watchful Waiting--Past Recommendations and Activities in Progress

- 27 Academic Core Committee Report
- 38 Faculty Expertise Survey (Prof. Day)
- 51 Biology 5399--Koke Letter (Prof. Horne)
- 52 Chair Merit
- 57 Recruitment and Retention of Chairs
- 58 HERI Survey Results (Prof. Day)
- 63 Evaluation of Chairs and Deans
- 73 Distinguished Professor Emeritus
- 75 Grade Inflation
- 78 Part-Time Faculty Policy Committee Report
- 81 Capstone Requirement

Senate meetings are open to all members of the University Community.

## **Approved Faculty Senate Minutes or the October 27, 1993 Meeting**

Present: Senators Bechtol, Caruana, Davis, Day, Glassman, Horne, Middlebrook, Morgan, Pascoe, Sawey, Stedman, Swinney, Thompson, Weller.

S. Ackridge (Faculty Senate Office Secretary), M. Moore (Student), Y. Murray (Social Work), R. Welborn (Health Professions), B. Mouton (University Star), K. Brown (Social Work), M. Loewe (Physics)

Absent: Senator Avila.

The meeting began at 4:04 PM.

### **88. CURRICULUM COMMITTEE REPORT (MS IN SOCIAL WORK)**

Senator Caruana (Chair of the Curriculum Committee) reported that the Curriculum Committee Brown and Dr. M. Smith of the Department of Social Work present) to reconsider the MSW proposal. This time the committee's recommendation was that the MSW program be adopted by SWT.

**Motion:** The Faculty Senate supports the establishment of an MSW program.

Over 40 minutes of "discussion" ensued. An extensive set of numbers related to predicted costs of the program was presented. When implications related to some of the numbers associated with SCH (Student Credit Hours) generated, faculty to student ratio, and class sizes were discussed, it became clear that further analysis would be necessary.

**A motion to table discussion until next week was made and passed.**

### **90. AQUARENA--FACULTY ADVISORY COMMITTEE (SENATOR HORNE)**

The following resolution, distributed by Senator Horne in a previous meeting of the Senate, was put forward. The motion (Passed) is as follows:

**Motion:** Because good planning often produces good results, the Faculty Senate recommends that the University appoint a University committee of faculty and staff to immediately initiate studies into the many possible academic uses for Aquarena. Said committee will serve in an advisory capacity to make recommendations to the University.

This recommendation will be sent to the President with a copy to the VPAA.

### **91. OLD SCIENCE BUILDING--HEALTH CONCERNS (SENATOR WELLER)**

Since the matter has been addressed by the VPAA (a copy of his memorandum of 10/22/93 was distributed) during the time it took for this issue to be considered by the Senate, no action is required at this time.

The manner in which this matter was handled, however, will be considered for inclusion on the agenda of an upcoming PAAG meeting.

### **49. GRADE DEADLINES (CHAIR SWINNEY)**

A substantial number of reports and complaints have been raised concerning the requirement in some departments that grades be turned in long before the Registrar's deadline.

**Motion:** The Faculty Senate recommends that for the Fall and Spring sessions the deadline for grades being turned into the Registrar's office be moved 10 AM on the appropriate Thursday morning and that the departmental deadlines be no earlier than 9 AM on the same Thursday morning. **Passed.**

## **89. WRITING INTENSIVE REQUIREMENT**

The CAD (Council of Academic Deans) has made a proposal that tends toward a uniform policy regarding writing intensive courses at SWT. Basically, it involves a requirement that students must take a minimum of 9 semester hours of writing intensive courses at SWT.

**A motion to table consideration until the Senate has had more time to examine the proposal in detail was passed.**

## **12. SENATE GOALS FOR FY94**

Discussion of the Senate goals continued.

The following statement was adopted by the Faculty Senate:

### **The Thirty-Fifth Faculty Senate**

**1993 -1994**

#### **Purpose**

In order to foster an environment at Southwest Texas State University which promotes continual improvement toward excellence, the Faculty Senate has as its basic purposes:

- \*Advocating for faculty viewpoints on all issues in which faculty perceive themselves as significant stakeholders;
- \*Promoting communication between faculty and other groups on campus;
- \*Making recommendations on University policy and governance issues of concern to faculty recommendations;
- \*Seeking accurate data to use in advocacy for positions taken by faculty;
- \*Improving faculty working conditions.
- \*Facilitating budgetary education and assuring the opportunity for faculty participation in fiscal planning and decision making.

#### **Goals**

In carrying out its purposes, the Senate has set the following goals for 1993-94 :

- \*Search for innovative ways to increase faculty and staff salaries. Consideration should be given to efficiency measures, careful budgeting, workload adjustments, salary compression, differential salaries, summer school, use of lecturers, etc.

\*Improve communication among Senate and faculty and administration to enhance collegiality and faculty awareness of important issues through newsletters, weekly columns in the Star, faculty surveys and polls, and Senate liaisons;

\*Focus the use of SWT's scarce resources on teaching, scholarship, and service;

\*Evaluate the administration of the School of General Studies;

\*Seek resolution of previous Senate recommendations;

\*Improve the quality of the physical environment including buildings, parking, and safety;

The following item included in the draft statement of goals was not included in the adopted statement:

\*Propose policies to increase the racial, ethnic, and geographic diversity of the faculty and student body.

## **02. MINUTES OF PREVIOUS MEETING**

Minutes of the 10/20/93 meeting were adopted.

## **INTRODUCTION OF NEW ITEMS**

Senator Horne made a brief presentation involving the comparison of the costs of the athletic programs at several universities including SWTSU, Sam Houston State University, and Texas A&I University.

These admittedly preliminary data show some striking cost differentials and possibly point to an area where substantial cost reductions (possibly \$2 million) are possible at SWT.

=====

There is a vacancy on the President's Traffic and Safety Committee. Professor P. Barrett (East Campus representative) is currently unable to make the meetings.

**Motion:** Professor Rutledge will serve as a substitute until Professor Barrett can attend the meetings of the committee. Passed.

=====

Professor D. Pape (Education) has resigned from the Library Committee.

**Motion:** Professor D. Schmidt is appointed to the Library Committee.  
**Passed.**

=====

The first round of Piper balloting is over and ballots for the next round will be distributed on Thursday (10/28/93).

=====



Senator Pascoe expressed grave concern for pedestrian safety at the intersection of C.M. Allen and University Drive (near the Speech and Drama Building).

**Motion:** The Faculty Senate requests that the appropriate campus authorities examine the matter of making the hazardous Crossing at C.M. Allen and University Drive safer for pedestrians.  
Passed.

=====

Chair Swinney will begin to include the Senate Liaison concerns (raised at last week's meeting) on the agenda of upcoming meetings.

=====

Given the recent events concerning the MSW proposal, Senator Pascoe asked if there was some overall plan regarding new programs.

It turns out that there is a list of such programs to be proposed over the next few years. It will be distributed at a subsequent meeting.

This, too, might be an item on the agenda of some upcoming PAAG meeting.

The meeting adjourned at 6:01 PM.

#### In the Hopper--Topics of Future Agendas

- 34 SDLC and Academic Affairs
- 41 Parking
- 42 Core Values
- 44 Five-Year Faculty-Salary Improvement Plan
- 52 Chair Merit
- 55 One-Time Bonuses
- 56 Salary Compression and Differential Salaries
- 61 Senate Distinguished Service Award
- 64 Merit Study for FY93 (Prof. Swinney)
- 74 Spoken English in the Professoriate
- 85 Senior Faculty Definition
- 93 Sexual Harrassment UPPS
- 94 Fiscal Oversight Committee (Prof. Day)

#### Watchful Waiting--Past Recommendations and Activities in Progress

- 27 Academic Core Com. Report/Ad Hoc Senate Committee
- 37 Handbook Committee Recommendations
- 38 Faculty Expertise Survey (Prof. Day)
- 51 Biology 5399--Koke Letter (Prof. Horne)
- 57 Recruitment and Retention of Chairs
- 58 HERI Survey Results (Prof. Day)
- 63 Evaluation of Chairs and Deans
- 73 Distinguished Professor Emeritus
- 75 Grade Inflation
- 78 Part-Time Faculty Policy Committee Report
- 81 Capstone Requirement

Senate meetings are open to all members of the University Community.

**Minutes for the November 3, 1993  
Faculty Senate Meeting**

Present: Senators Avila, Bechtol, Caruana, Davis, Day, Glassman, Horne, Middlebrook, Pascoe, Sawey, Stedman, Swinney, Thompson, Weller.

S. Ackridge (Faculty Senate Office Secretary)

R. Welborn (Health Professions), K. Brown (Social Work), M. Moore (Student), D. Parkins-Spears (English)

Absent: Senator Morgan.

The meeting began at 4:02 PM.

**88. CURRICULUM COMMITTEE REPORT (MS IN SOCIAL WORK)**

Revisions of revised data were presented and the discussion of the MSW proposal continued.

**Motion: The Faculty Senate endorses the recommendation of the Curriculum Committee supporting the MSW proposal. (6-4-2)**

**89. WRITING INTENSIVE REQUIREMENT**

There was a discussion of the CAD (Council of Academic Deans) proposal for writing intensive courses.

At the heart of the proposal is the following language:

All students must complete a minimum of 9 hours of writing intensive course work at SWT to satisfy graduation requirements.

Professor Parkins-Spear (English) voiced the concerns of the English faculty that the class size for writing intensive courses be no more than 25 students and that a grade of at least a C be earned in these courses.

**Motion: The Faculty Senate endorses the writing intensive put forward by the CAD.**

**Amendments:** The endorsement is provisional. The two provisions are as follows:

1. Students must earn a grade of at least a C in all required writing intensive courses taken at SWT.

2. Class size for writing intensive courses should be no larger than 25.

Amendment 2 failed and in a discussion of amendment 1 confusion concerning the CAD proposal erupted. **A motion to table passed.**

**95. ATHLETIC FUNDING (SENATOR HORNE)**

Senator Horne elaborated on the data presented at the previous meeting. The preliminary data seem to indicate that moving the athletic program to division 2 could save SWT as much as \$3 million per year.

Professor Horne reported that Executive Vice President (EVP) Abbott had contacted him concerning his data, seeking a meeting with Horne, Abbott, and Athletic Director Hannan.

**Motion:** The Faculty Senate requests that the Chair contact EVP Abbott to arrange a meeting with the Senate, EVP Abbott, and anyone whom the EVP might want to accompany him. Discussions would center on the costs related the SWT athletic program.

One question voiced several times during the meeting was whether or not SWT will always be supplementing the athletic budget.

### **93. SEXUAL HARASSMENT DRAFT UPPS**

The draft UPPS concerning sexual harassment (distributed earlier in the week) was discussed.

**Motion:** The Faculty Senate endorses the draft UPPS on sexual harassment, with the recommendation that the selection process of the "panel of 5" be clarified.

### **17. COFGO REPORT**

Senators Day and Davis reported their impressions and recollections of the CoFGO (Council of Faculty Governance Organizations) meeting last weekend. Basically, the message was that higher education in Texas is in for a very difficult time over the next few years. For example, it seems likely that there will be no salary increases for the next biennium as well as the current one. In addition, increased course loads are being implemented in some areas of the state. There is likely to be increased pressure for faculty to give an accounting of their activities.

### **14. PAAG AGENDA FOR 11/10/93**

The following items were suggested for the PAAG (President's Academic Advisory Group) agenda:

1. Aquarena Advisory Committee.
2. Revenue and cost figures for the recording studio and recording technology program.
3. Use of the University Farm and Freeman Ranch.
4. Status of the draft 5 year salary plan.
5. Status of the anti-discrimination statement related sexual orientation.
6. Budget supplements for the athletic program.

### **41. PARKING (WORLEY MEMO)**

There was a brief discussion of Professor Worley's (Education) memorandum concerning the parking situation near the Education building.

**Motion:** The Faculty Senate requests that the Chair inform Professor Worley that it will be discussing the concerns raised in his memo in a subsequent meeting.

**Amendment:** The Senate will return this matter to the agenda within the next two weeks.

**Amendment and motion both passed.**

### 31. FACULTY COURT (APPEALING APPEALS)

Professor Abel (Chair of the Faculty Court) requested guidance concerning whether or not there can be an appeal of a decision that was appealed to the Faculty Court.

**Motion:** The Faculty Senate believes one appeal is sufficient.  
**Passed.**

### 02. MINUTES OF PREVIOUS MEETING

Minutes of the 10/27/93 meeting were approved.

### INTRODUCTION OF NEW ITEMS

Chair Swinney reminded the Senate that it will need to be considering the concerns and suggestions raised by its meeting with the Senate liaisons and committee chairs.

=====

Developmental leave applications were distributed.

=====

Concern over the backlog of Senate business was expressed by Chair Swinney and others.

Senator Day indicated that the ad hoc committee charged to examine the financial aspects of the College of General Studies (chaired by Senator Day) had found that the savings associated with the abolition of the School of General Studies, but continuing the programs which it oversees would save a minimal amount of money. The question is whether or not to continue with public hearings in light of these findings.

**Motion:** The Senate recommends that the public hearings of the ad hoc Committee on General Studies go ahead. **Passed (Not unanimously).**

Meeting adjourned 6:27 PM

In the Hopper--Topics of Future Agendas

- 34 SDLC and Academic Affairs
- 42 Core Values
- 44 Five-Year Faculty-Salary Improvement Plan
- 52 Chair Merit
- 55 One-Time Bonuses
- 56 Salary Compression and Differential Salaries
- 61 Senate Distinguished Service Award
- 64 Merit Study for FY93 (Prof. Swinney)
- 74 Spoken English in the Professoriate
- 85 Senior Faculty Definition
- 94 Fiscal Oversight Committee (Prof. Day)

Watchful Waiting--Past Recommendations and Activities in Progress

- 27 Academic Core Com. Report/Ad Hoc Senate Committee

- 37 Handbook Committee Recommendations
- 38 Faculty Expertise Survey (Prof. Day)
- 49 Grade Deadlines
- 51 Biology 5399--Koke Letter (Prof. Horne)
- 57 Recruitment and Retention of Chairs
- 58 HERI Survey Results (Prof. Day)
- 63 Evaluation of Chairs and Deans
- 73 Distinguished Professor Emeritus
- 75 Grade Inflation
- 78 Part-Time Faculty Policy Committee Report
- 81 Capstone Requirement
- 90 Aquarena--Faculty Advisory Committee

Senate meetings are open to all members of the University Community.

**APPROVED FACULTY SENATE MINUTES  
NOVEMBER 10, 1993 MEETING**

Present: Senators Avila, Bechtol, Caruana, Davis, Day, Horne, Middlebrook, Morgan, Pascoe, Sawey, Stedman, Swinney, Thompson, Weller.

M. Moore (student)

Absent: Senators Glassman.

The meeting began at 5:38 PM.

**89. WRITING INTENSIVE REQUIREMENT**

This issue was returned to the agenda from the last meeting. Before the Senate was a motion to endorse the proposal made by the CAD (Council of Academic Deans) with an amendment to require a grade of at least a C in all writing intensive courses taken at SWT.

After discussing the problems associated with writing intensive courses taken in the student's major, i.e., the matter of delineating the grade associated with the academic discipline versus the writing ability of the student, the amendment was withdrawn.

After considerable discussion, including amazement at the perceived inability of the CAD to implement academic policies put forward by the Faculty (purported owners of the curriculum), a motion to table the motion and refer the CAD proposal to the Academic Core Committee for an extensive review and subsequent recommendations was made and passed.

**TABLING OTHER AGENDA ITEMS UNTIL THE NEXT MEETING**

A motion to table other agenda items until the next meeting and to move to the approval of the minutes was made and passed.

**MINUTES OF PREVIOUS MEETING**

Minutes of the 11/3/93 meeting were approved.

**MARATHON SENATE SESSION**

**Motion:** Next week's Senate session will run from 4 PM to 7 PM. Passed.

**INTRODUCTION OF NEW ITEMS**

Senator Avila distributed a document entitled, "Relationship of Senate Goals to in the Hopper" Items" for later discussion.

The meeting adjourned at 6:02 PM.

=====.

In the Hopper--Topics of Future Agendas

- 34 SDLC and Academic Affairs
- 41 Parking
- 42 Core Values
- 44 Five-Year Faculty-Salary Improvement Plan

- 55 One-Time Bonuses
- 56 Salary Compression and Differential Salaries
- 61 Senate Distinguished Service Award
- 64 Merit Study for FY93 (Prof. Swinney)
- 74 Spoken English in the Professoriate
- 85 Senior Faculty Definition
- 94 Fiscal Oversight Committee (Prof. Day)
- 95 Athletic Funding

Watchful Waiting--Past Recommendations and Activities in Progress

- 27 Academic Core Com. Report/Ad Hoc Senate Committee
- 37 Handbook Committee Recommendations
- 38 Faculty Expertise Survey (Prof. Day)
- 49 Grade Deadlines
- 51 Biology 5399--Koke Letter (Prof. Horne)
- 57 Recruitment and Retention of Chairs
- 58 HERI Survey Results (Prof. Day)
- 63 Evaluation of Chairs and Deans
- 73 Distinguished Professor Emeritus
- 75 Grade Inflation
- 78 Part-Time Faculty Policy Committee Report
- 81 Capstone Requirement
- 90 Aquarena--Faculty Advisory Committee

Senate meetings are open to all members of the University Community.

## **Approved Faculty Senate Minutes November 17, 1993 Meeting**

Present: Senators Avila, Bechtol, Caruana, Davis, Day, Glassman, Horne, Middlebrook, Morgan, Pascoe, Sawey, Stedman, Swinney, Thompson, Weller.

S. Ackridge (Faculty Senate Office Secretary)

Absent: Senator Day.

The meeting began at 4:00 PM.

### **13. DEVELOPMENTAL LEAVE INTERVIEWS**

The following faculty members were interviewed for developmental leave:

Elizabeth Skerpan  
Thomas Burkholder  
Jean Laman  
Allan Chavkin  
Ann Marie Ellis  
Bill Kurtz  
Carl Carrano  
Cliff Ronan  
Gregg Andrews

The Faculty Senate recommended that all applicants be given developmental leaves. Rankings were sent forward to VPAA Gratz and the CAD (Council of Academic Deans).

### **07. EVALUATION OF LIAISON SUGGESTIONS**

(See Senate minutes of 10/20/93)

The Senate discussed items raised during the 10/20/93 meeting with Senate Liaisons and Committee Chairs. Senators were pleased to find that essentially all of the items had either been addressed or were being addressed.

It was decided that there needed to be a redoubling of the Senate's efforts in the area of financial/budget concerns, e.g., discussions and analyses of various aspects of the SWT budget with special attention to student fees, new programs, and entrepreneurship.

### **OFF AGENDA ITEM**

**Motion:** In constructing its agenda, it is the intent of the Senate to tie, wherever possible, agenda items to its stated goals. Passed.

### **52. CHAIR MERIT**

The Senate received a report from the CAD a few weeks ago concerning the matter of merit pay for chairs (see attachment to these minutes).

The document received extensive discussion, especially the "management-by-results" document. There was also strong concern voiced with respect to what seemed to some to be insufficient input by the faculty.



It was suggested that the Senate seek a sample of one of these management-by-results documents.

**Motion:** This issue will be returned to the agenda of the next meeting. Passed.

#### **41. PARKING**

Parking is a long-standing item of concern for the Senate and a recent letter from Professor Worley (Education) simply highlights some of the problems.

Chair Swinney distributed a list of questions for discussion. The questions were as follows:

1. Should the Red Zone be enlarged (e.g., the Worley proposal)?
2. Should all (or most) reserved parking places be abolished?
3. Should the control arm on the "Pit" lot be reactivated for use after 5:00 PM?
4. Should the Red Zone (or some portions of it) be designated tow away?
5. Should there be a mandatory towing policy of vehicles that have accumulated more than three tickets?
6. Should more ticket writers be employed?
7. Should parking fines be raised as a deterrent?

Following considerable discussion, it was decided to invite Professor Renfro (Chair of the Parking and Safety Committee) and the University Chief of Police to meet with the Senate to discuss these issues further.

#### **02. Minutes of Previous Meetings**

Minutes of the 11/10/93 meeting were approved.

#### **Introduction of New Items**

Chair Swinney will attempt to handle some pending committee appointments by e-mail.

The meeting adjourned at 6:55 PM.

**THE SENATE WILL NOT MEET ON WEDNESDAY NOVEMBER 24.**

=====

#### **In the Hopper--Topics for Future Agendas**

- |    |  |
|----|--|
| 34 | SDLC and Academic Affairs                    |
| 42 | Core Values                                  |
| 44 | Five-Year Faculty-Salary Improvement Plan    |
| 55 | One-Time Bonuses                             |
| 56 | Salary Compression and Differential Salaries |
| 61 | Senate Distinguished Service Award           |
| 64 | Merit Study for FY93 (Prof. Swinney)         |

74 Spoken English in the Professoriate  
85 Senior Faculty Definition  
89 Writing Intensive Requirement  
94 Fiscal Oversight Committee (Prof. Day)  
95 Athletic Funding  
99 Summer Hours for Staff

=====

**ATTACHMENT**

From: SWT::ES08 "EV SWINNEY" 9-NOV-1993 08:32:00.33  
To: @SENATE  
CC:  
Subj: Chair Merit Proposal

Colleagues--

Here is a copy of the proposal from the ad hoc committee on chair merit which I have put on the agenda for tomorrow. I think I have circulated this before; but just in case I did not, here 'tis.

Ev.

## **DRAFT**

Policy and Procedure Statement \_\_\_\_\_

Procedure for Awarding Merit  
and Performance Raises to SWT  
Chairs (10 paragraphs)

### **GENERAL POLICY**

1. Chairs are eligible for performance and merit raises under general University policy on faculty compensation. See PPS 7.10, paragraphs 1-4 and 7.
2. These performance and merit raises are funded from a special pool established by the VPAA. This pool shall be the same proportion of total budgeted chair salaries as the general performance and merit pool is of total budgeted percentage-contract faculty. The VPAA distributes monies from this special pool by a formula based on the budgeted salaries of all chairs in each school.
3. The evaluation for performance and merit of chairs will be based on a management-by-results document mutually agreed upon between each chair and respective dean. Each chair will share the terms of this document with departmental faculty.

### **PERFORMANCE**

4. A performance raise shall be defined as the prescribed number of salary steps awarded to chairs whose performance during the preceding year meets departmental and school expectations.
5. In evaluating annual performance, the school dean will consider the chair's contributions and accomplishments in the context of the mutually agreed upon management-by-results document.
6. Any chair denied a performance raise will be counseled personally by the school dean who will provide specific reasons for the denial and suggestions for improvement.

### **MERIT**

7. Upon the recommendation of the school dean, with concurrence from the VPAA, chairs may receive merit raises.
8. A merit raise shall be defined as an additional three to five salary steps to be awarded to chairs whose performance is clearly exceptional during the preceding merit evaluation period.
9. When merit raises are to be given, chairs are to be evaluated for merit purposes on the expectations identified in the mutually agreed upon management-by-results documents during the total elapsed time since the University last awarded merit raises.

### **APPEALS**

10. Appeals of performance and merit raise decisions may be made through the normal faculty grievance machinery as provided in the Faculty Handbook.

Approved Faculty Senate Minutes  
December 8, 1993

CONTENTS

42. Core Values (Guest: Mimi Tangum)

53. Research Committee Report (Tom Thickstun, Chair)

52. Chair Merit

89. Writing Intensive Requirement

Off Agenda Item: Reporting Vote Counts

02. Minutes of Previous Meetings

Introduction of New Items (16 copies please)

A. Earnings and Expenditures Report

B. Committee Appointments  
(Parking and Academic Core)

C. Meeting Next Week

D. Report of the Ad Hoc Committee to Study the Financing of the School of General Studies

E. Funding of the Wellness Program

Present: Senators Avila, Bechtol, Day, Glassman, Horne, Middlebrook, Morgan, Pascoe, Sawey, Stedman, Swinney, Thompson.

S. Ackridge (Faculty Senate Office Secretary), Assoc. VPAA Cassidy, M. Moore (Student), Dr. T. Thickstun (Mathematics), Dr. D. Parkin-Spear (English), Dr. M. Tangum (Office of Research and Sponsored Projects)

Absent: Senators Caruana, Weller.

The meeting began at 4:03 PM.

42. CORE VALUES (GUEST: PROFESSOR M. TANGUM)

Professor Tangum led a discussion concerning the work of her committee, charged with examining the matter of constructing a "core values" statement for SWT. This discussion consumed about 30 minutes of the Senate's time.

During the discussion, Professor Tangum distributed two variations of such a statement. One was dated October 6, 1993 and the other (characterized as a "revision") was dated November 30, 1993. Professor Tangum described the second draft as "controversial." Copies of these statements are available from the Senate office or Professor Tangum.

Professor Tangum indicated that she was primarily seeking input regarding the following three questions:

1. How many are in favor of the enterprise and how many are opposed?
2. Of those in favor of pursuing the writing of a core values statement, how many would agree with one as strong as the second statement?
3. Would you participate in a university "town meeting" on Tuesday (2/2/94) on the 11th floor of JCK from 2-4 PM? This meeting would include faculty, staff and students.

In response to number 3, a poll of those Senators present indicated that 7 Senators were willing to participate.

Several senators commended the statements made by Professors Davis and Early (both of Computer Science) to Professor Tangum. These statements had earlier been distributed to Senators via e-mail.

As to the matter of whether or not the Senate will consume additional amounts of its time on the matter of a core values statement there is the following:

Motion: RTA this discussion to a meeting in Mid-January.  
Passed (7-2-1).

#### 53. RESEARCH COMMITTEE REPORT (PROFESSOR T. THICKSTUN, CHAIR)

Professor Thickstun distributed a report from the Research Committee (available from the Senate office). He reported that there were 19 proposals. Sixteen proposals were deemed fundable. The remaining 16 were considered high caliber and are all recommended for funding.

Motion: The Faculty Senate accepts the recommendations regarding allocation of research enhancement funds and requests that Chair Swinney forward these recommendations to the appropriate administrative entity. Passed.

Professor Thickstun's committee report also included several recommended changes in the Research Enhancement Grant Guidelines (also available from the Senate office).

Subsequent to some discussion, the following was forthcoming:

Motion: The Faculty Senate approves the revisions suggested by the Research Committee. Passed.

After the vote on this motion was taken, Senator Day pointed out that this motion was in violation of the Senate's Standing Rules that provide that no substantive actions be taken during the initial discussion of an item unless there is a 2/3's vote (of those present) to suspend the rules.

#### 52. CHAIR MERIT

Discussion resumed on the matter of merit pay for chairs. The following motion was made:

Motion: The Faculty Senate endorses the following statement concerning Chair Merit:

"3. The evaluation for performance and merit of chairs will be based on a management-by-results document mutually agreed upon between each chair and respective dean. The criteria for the evaluation will be the same as for other faculty (i.e., teaching, research, and service), except that relevant "service" for chairs shall be understood to relate primarily to departmental administration and leadership and that this special service function will receive relatively heavy weight in the

overall evaluation. Each chair will share the terms of the management-by-results document with departmental faculty, and each dean will solicit and use evaluations of the chair by departmental faculty as an element in their own evaluation system."

## 89. WRITING INTENSIVE REQUIREMENT

The Senate referred the CAD's (Council of Academic Deans) proposal concerning the writing intensive requirement for transfer students to the Academic Core Committee. This committee concurred with the recommendation of the CAD.

Motion: The Faculty concurs with the Academic Core Committee's recommendation. Passed.

## OFF AGENDA ITEM: RECORDING VOTE COUNTS

Senator Sawey said that he had been asked to report the vote totals on motions and sought the Senate's pleasure on the matter.

Motion: The Senate suspends its rules to vote on this matter.  
Passed.

Motion: Senate votes will now be recorded in the minutes.  
Passed unanimously.

## 02. MINUTES OF PREVIOUS MEETINGS

The minutes of the 11/17/93 meeting were approved (10-0-1). The minutes of the 11/10/93 PAAG meeting were approved unanimously.

## INTRODUCTION OF NEW ITEMS

### A. EARNINGS AND EXPENDITURE REPORT

Chair Swinney distributed a report entitled, "Earnings and Expenditures by Department and School (FY 87 - FY 92). The report is available from the Senate office.

The report was discussed briefly, and it was pointed out that the document was intended to be only a starting point for a discussion of income generation and expenditures and not a vehicle to intimidate departments and schools where the numbers seemed to indicate they were being "subsidized."

### B. COMMITTEE APPOINTMENTS

Professor P. Kostroun (Health Professions) cannot attend the meetings of the Parking Committee.

Motion: Professor Judith Lopez will replace Professor Costrum on the Parking Committee.  
Passed unanimously.

Professor R. Mooney has resigned from the Academic Standards Committee.

Motion: Professor M. Nowicki will replace Professor Mooney on the Academic Standards Committee.

### C. MEETING NEXT WEEK

A poll revealed that 8 Senators could meet next week. There will be a Senate meeting at 4:00 PM, 12/15/93.

### D. REPORT OF THE AD HOC COMMITTEE TO STUDY THE FINANCING OF THE SCHOOL OF GENERAL STUDIES.

Senator Day distributed the report of the Ad Hoc Committee to study the financing of the School of General Studies. Copies are available from the Senate office.

### E. FUNDING OF THE WELLNESS PROGRAM

Senator Sawey distributed a copies of a letter from Professor Warshauer (Mathematics) concerning the funding of the SWT Wellness Program.

The meeting adjourned at 5:52 PM.

### In the Hopper--Topics for Future Agendas

- 34 SDLC and Academic Affairs
- 41 Parking
- 44 Five-Year Faculty-Salary Improvement Plan
- 55 One-Time Bonuses
- 56 Salary Compression and Differential Salaries
- 61 Senate Distinguished Service Award
- 64 Merit Study for FY93 (Prof. Swinney)
- 74 Spoken English in the Professoriate
- 85 Senior Faculty Definition
- 94 Fiscal Oversight Committee (Prof. Day)
- 95 Athletic Funding
- 99 Summer Hours for Staff
- 100 Ethnic Studies Minor

### Watchful Waiting--Past Recommendations and Activities in Progress

- 27 Academic Core Com. Report/Ad Hoc Senate Committee
- 33 Testbook/Bookstore Issues
- 37 Handbook Committee Recommendations
- 38 Faculty Expertise Survey (Prof. Day)
- 49 Grade Deadlines
- 51 Biology 5399--Koke Letter (Prof. Horne)
- 57 Recruitment and Retention of Chairs
- 58 HERI Survey Results (Prof. Day)
- 63 Evaluation of Chairs and Deans
- 73 Distinguished Professor Emeritus
- 75 Grade Inflation
- 78 Part-Time Faculty Policy Committee Report
- 81 Capstone Requirement
- 90 Aquarena--Faculty Advisory Committee

Senate meetings are open to all members of the University Community.

Approved Faculty Senate Minutes  
December 15, 1993

CONTENTS

Parking

General Studies -- Administration Ad Hoc Committee Report (Senator Day)

Spoken English in the Professoriate (Senator Pascoe)

Minutes of Previous Meeting

Introduction of New Items

=====

Present: Senators Avila, Caruana, Davis, Day, Glassman, Pascoe, Sawey, Stedman, Swinney, Thompson.

S. Ackridge (Faculty Senate Office Secretary) D. Allen (University Chief of Police), M. Abbott (Executive VP), P. Renfro (Traffic and Safety Committee) P. Cassidy (Associate VPAA)

Absent: Senators Bechtol, Weller, Horne, Middlebrook, Morgan.

The meeting began at 4:10 PM.

PARKING

University Police Chief Allen, Executive VP Abbott and Professor Renfro met with the Senate to discuss issues relating to parking (one of the areas of concern on the Senate's list of goals).

Chief Allen said that the SWT master plan (under development) will contain a considerable amount of material on parking. He said that some of the problems we are facing will take both city and state involvement if solutions are to be found. One of the problems faced by the Planning Committee in the construction of the SWT master plan is that of traffic flow in and out of campus. Chief Allen said that he thought this committee had made a good start.

There then followed a question and answer session. The following is a summary:

Chair Swinney: With respect to the matter of enlarging the red (restricted) zone parking, is doing this a viable possibility, and if not, why not?

Chief Allen: I don't know that this is needed as an overall policy.

Swinney: What about the matter of revising the policy (if one exists) on reserved parking spaces.

Allen: Displayed a map of all reserved parking spaces.

Swinney: There doesn't seem to be any rhyme or reason to these.

Allen: Remarked on some of the reserved parking spaces, particularly English, saying that he didn't have any history of how these reserved spaces came into existence.



Professor Renfro: Indicated that the Traffic and Safety committee has recommended a policy that will be going before the PC (President's Cabinet).

Swinney: The arm on the parking gate of the "Pit" parking lot has been removed. What is the situation there?

Allen: Someone had damaged the gate, and I decided to wait and see what happened with the gate removed since there has been some questions with respect to vacant parking spaces in this lot.

Swinney: Are we consistently towing violators?

Allen: Yes, there is a considerable number of cars regularly towed from the red zones. Some violators don't complain about such towing (It takes \$60 to reclaim the car). Indeed, one car was towed 4 days in a row.

Swinney: If towing isn't an incentive against parking violations for some folks, what might get their attention?

Allen: Last fall the ASG (Associated Student Government) president said that he intended to void all tickets, consequently I began the practice of sending wreckers to tow cars.

EVP Abbott: The single traffic appeals board for violations (to be implemented soon) should help some, but towing is also likely to make a real difference. Division vice presidents are now notified of problem ticket recipients.

Swinney: Do you know how the list of chronic violators breaks down into various categories?

Allen: No, I don't normally get a list with respect to faculty, staff, students, etc.

Abbott: There is more leverage with respect to students since holds can be placed on graduation and registration. There is essentially no control over faculty since paychecks cannot be withheld. However, towing is something everyone understands.

Senator Pascoe: Could be be a more "bicycle friendly" campus?

Allen: One of the problems we have with bicycles is that of their being chained in handicapped areas. There is certainly a need for bicycle education and safety. I currently have a proposal to use the Bobcat Bobbies to address some bicycle-related issues.

Swinney: Would more people writing tickets help?

Allen: We try to use guards in restricted areas. We could use more good ticket writers, but they aren't easy to get. Occasionally, we have to use students to person the guard booths. There's no depth in our staffing. We need more guards.

We have put timers in the guard booths, and there are new forms for temporary passes. These are two examples of our efforts to streamline these processes.

Abbott: We are trying to put together a 5 year staffing plan. We were able to fund the first phase this last year, giving us some new guards.

This is in an effort to cut down on thefts and indecent exposures. We hope to get more than 40 hours per week for this.

Senator Glassman: Last spring I drove through the parking lot adjacent to the Library, and there were a number of parking places being reserved for some unspecified purpose. The problematic part of this is that there was no prior warning that this was to occur. Could we have some advance warning in such situations?

Allen: The UPD asks for two weeks advance warning, but sometimes notification comes only an hour after an event has started.

Senator Caruana: The School of Health Professions has had the same problem from time to time.

Senator Day: Is there a policy on such matters?

Allen: Yes, it's the 2 weeks notice already mentioned, but it isn't always possible to follow this.

Q: What about raising parking fines?

Allen: I would hate to see this. (Abbott: We just raised some fine in the last year). In reorganizing the appeal process, everything will be handled in one central location. At this point, we will be doing what Texas A&M University is doing: sending out notices, thus substantially increasing the likelihood that folks will get receive their tickets.

Q: Will we be moving the guard booth on Moon Street?

Allen: This is still in the plans.

Abbott: The goal is to do this during this coming Spring Break.

Allen: Some traffic statistics have been gathered on how many cars without permits are allowed through the guard booths. On the day sampled, 700 were allowed through the JCK guard booth. 300 and 200 were allowed through the other two guard booths.

Questions related to special fees for parking in particularly prime locations were raised.

Abbott: We are looking at this with respect to parking garages and the master plan. One rather surprising situation occurred when we tried to do this a few years ago in the women's high rise dormitory parking garage. It worked fairly well the first term, but thereafter interest declined and student complaints increased.

Q: Are there other ideas related to parking we haven't discussed?

Allen: Some things that the City of San Marcos is working on (e.g. a traffic plan) could eventually help us.

Senator Davis: What kinds of records are you keeping with respect to the various matters that have been discussed?

Allen: We are keeping records on persons receiving multiple tickets and sharing these data more widely. For example, we are sending a copy of the ticket notification to chairs and deans within 10 days of the issuance rather than each term.

Our ticket machines were purchased in 1988 and are now beginning to break down. With newer technology, tickets could be automatically downloaded from the ticket machines to a centrally kept records.

Davis: Are we considering alternatives such as bicycles, trains, and public transportation?

Abbott: There are busses running from Austin. Overall, we have an adequate number of parking spaces, they are simply not near enough to the desired locations.

Three parking garages are under consideration in the master plan. One near the General Classroom Building (the "Pit" parking lot) could begin construction next November. The other two under consideration are near the Bookstore and the Education buildings.

Pascoe: Spaces in parking garages are quite expensive, e.g. around \$7,000 per space to construct.

Sawey: Have you considered using monorails for transporting people around campus?

Abbott: Yes. They are too expensive. However large-tired trams are being considered.

Swinney: Will the report of the Traffic and Safety Committee also go to the University Council?

Abbott: Probably.

EVP Abbott will return to the Senate in January to discuss collegiate sports.

#### GENERAL STUDIES--ADMINISTRATION AD HOC COMMITTEE REPORT (SENATOR DAY)

Senator Day summarized the report (copies available in the Senate Office) of the Ad Hoc committee. After extensive discussion, there was a motion to table and return the matter to an upcoming agenda. The motion passed unanimously.

#### SPOKEN ENGLISH IN THE PROFESSORiate (SENATOR PASCOE)

Senator Pascoe reported the findings of an ad hoc committee (comprised of Senators Pascoe and Sawey). The policy currently in place to assure adequate spoken English ability of the faculty was written to satisfy a law enacted by the Texas Legislature.

The persons responsible for making certain that this policy is carried out are the deans. There is an exam for evaluating a faculty member's spoken English. Professor Nancy Chritchfield-Jones is available for counseling and assistance in passing the exam.

After considerable discussion, including some pretty strong opinions, the following motion was adopted unanimously:

Motion: The Faculty Senate perceives that the current SWT policy concerning spoken English is not being enforced as rigorously as it should be and intends to discuss the matter with the CAD (Council of Academic Deans) in its upcoming meeting with that body.

#### MINUTES OF PREVIOUS MEETINGS

The minutes of the 12/8/93 meeting were approved. (7-0-1)

#### INTRODUCTION OF NEW ITEMS

Chair Swinney: At the last meeting the new guidelines for faculty research enhancement grants been sent to the CAD for comment.

Chair Swinney: Distributed a draft report entitled: "Faculty Salaries at SWT: How are they earned and How are They Spent?" Copies are available from the Senate office.

Senator Pascoe: For the next PAAG meeting, perhaps we should ask President Supple if he has any questions of the faculty rather than it being only questions addressed to the President.

Senator Stedmann: Ms. Patti Barret is returning to the Traffic and Safety Committee after an absence due to scheduling problems.

The meeting adjourned at 6:05 PM.

#### In the Hopper--Topics for Future Agendas

- 34 SDLC and Academic Affairs
- 42 Core Values (RTA on 1/19)
- 44 Five-Year Faculty-Salary Improvement Plan
- 53 Research Committee Report
- 55 One-Time Bonuses
- 56 Salary Compression and Differential Salaries
- 61 Senate Distinguished Service Award
- 64 Merit Study for FY93 (Prof. Swinney)
- 85 Senior Faculty Definition
- 94 Fiscal Oversight Committee (Prof. Day)
- 95 Athletic Funding
- 99 Summer Hours for Staff
- 100 Ethnic Studies Minor
- 104 Budget Education
- 105 Wellness Program--Warshauer Letter

#### Watchful Waiting--Past Recommendations and Activities in Progress

- 33 Testbook/Bookstore Issues
- 37 Handbook Committee Recommendations
- 38 Faculty Expertise Survey (Prof. Day)
- 49 Grade Deadlines
- 51 Biology 5399--Koke Letter (Prof. Horne)
- 52 Chair Merit
- 57 Recruitment and Retention of Chairs
- 58 HERI Survey Results (Prof. Day)
- 63 Evaluation of Chairs and Deans
- 73 Distinguished Professor Emeritus
- 75 Grade Inflation
- 78 Part-Time Faculty Policy Committee Report
- 81 Capstone Requirement
- 90 Aquarena--Faculty Advisory Committee

Senate meetings are open to all members of the University Community.

Approved Faculty Senate Minutes  
January 26, 1994 Meeting

Contents

43. Math 1316 (Academic Core Report)

105. Wellness Program--Warshauer Letter

02. Minutes of Previous Meeting

=====

Present: Senators Avila, Bechtol, Caruana, Davis, Day, Glassman, Middlebrook, Morgan, Sawey, Stedman, Swinney, Thompson, Weller.

Mike Moore (Student), R. Brown (History), G. Passty (Mathematics), M. Warshauer (Mathematics)

Absent: Senators Horne, Pascoe.

The meeting began at 5:10 PM.

43. MATH 1316 (ACADEMIC CORE REPORT)

Professor Ron Brown (Chair of the Academic Core Committee) and Professor Greg Passty (Mathematics) were in attendance to help the Senate in its discussion of the recommendations of the Academic Core Committee.

Professor Brown reiterated the committee's twofold recommendation:

1. M. 1316 is an appropriate course for the General Studies Computation and Mathematics requirement.
2. M. 1316 should be studied to see if it is an appropriate substitute for M. 1315 or 1319.

Professor Passty elaborated on the content of M. 1316 and answered questions related thereto. He provided a copy of the current textbook, a sample final exam, and a list of the students (with majors) taking the course.

It was emphasized that M. 1316 is not intended to substitute for M. 1315, a course that is required as a prerequisite for courses in the sciences, business, and other disciplines.

Senator Davis distributed and discussed the results of a basic mathematics skills test, given to a sampling of 1315 and 1316 students.

IT WAS POINTED OUT BY SENATOR DAY THAT WHEN M. 1316 WAS INSTITUTED THAT THE DEAN OF GENERAL STUDIES SAID THAT THERE WOULD BE A CAREFUL ASSESSMENT OF THE COURSE. IN ANSWER TO SENATOR DAY'S QUESTION AS TO WHETHER OR NOT GENERAL STUDIES HAD CARRIED OUT SUCH AN ASSESSMENT, PROFESSOR PASSTY SAID THAT THERE HAD BEEN NO FORMAL ASSESSMENT OF THE COURSE.

Senator Morgan reported that the chair of the Department of Finance and Economics had indicated that M. 1316 was not sufficient to meet the prerequisite needs of its students.

Professor Brown reiterated that the committee had recommended that M. 1316 met the General Studies requirement and had only recommended further study with respect to whether or not it could be substituted as an alternate prerequisite for M. 1315 and M. 1319.

Motion: The Faculty Senate supports M. 1316 as one of the alternatives for meeting the General Studies computation and mathematics requirement. Passed (8-3-0)

#### 105. WELLNESS PROGRAM--WARSHAUER LETTER

Professor Warshauer presented and fielded questions on his proposal for the subsidizing of faculty usage of the new Recreational Sports Center. He provided copies of a petition he is distributing. The petition reads as follows:

We, the undersigned, request that President's Cabinet allow all faculty and staff to use the new student recreation center and attend aerobic classes without charge as part of the wellness program. We request that the university reimburse the recreation center for this usage. This should enable faculty and staff to have better health during the coming years, and encourage them to have an active role in their condition, thus saving the university money in the long run.

The matter will was RTA'ed until next week.

Attached to these minutes is a memorandum (subsequent to this meeting) to the Faculty Senate from Professor Warshauer elaborating on his position.

#### 02. MINUTES OF PREVIOUS MEETING

Minutes of 1/19/94 adopted unanimously.

The meeting adjourned at 6:12 PM.

=====

#### In the Hopper--Topics for Future Agendas

- 27 General Studies--Administration
- 42 Core Values
- 44 Five-Year Faculty-Salary Improvement Plan
- 53 Research Committee Report
- 55 One-Time Bonuses
- 56 Salary Compression and Differential Salaries
- 61 Senate Distinguished Service Award
- 64 Merit Study for FY93 (Prof. Swinney)
- 75 Grade Inflation (Academic Standards Report)
- 94 Fiscal Oversight Committee (Prof. Day)
- 95 Athletic Funding (RTA, Feb. 23)
- 100 Minors--Eight Proposed Programs
- 104 Budget Education

## Watchful Waiting--Past Recommendations and Activities in Progress

- 33 Testbook/Bookstore Issues
- 37 Handbook Committee Recommendations
- 38 Faculty Expertise Survey (Prof. Day)
- 41 Parking
- 49 Grade Deadlines
- 51 Biology 5399--Koke Letter (Prof. Horne)
- 52 Chair Merit
- 57 Recruitment and Retention of Chairs
- 58 HERI Survey Results (Prof. Day)
- 63 Evaluation of Chairs and Deans
- 73 Distinguished Professor Emeritus
- 78 Part-Time Faculty Policy Committee Report
- 81 Capstone Requirement
- 90 Aquarena--Faculty Advisory Committee

Senate meetings are open to all members of the University Community.

Memo To: The Faculty Senate

Memo From: Max Warshauer

Subject: The Wellness Program (or lack thereof)

Date: Jan. 27, 1994

Thank you for the opportunity to meet with the faculty senate yesterday (Jan. 26) to discuss the wellness program. I appreciate the comments and concerns that were shared with me, and I just wanted to take a moment to address some of the questions that were asked.

Question 1: The student recreation center was built with student funds. Why shouldn't faculty and staff have to pay to use it? Answer 1: I have not proposed that faculty and staff be allowed to use the recreation center without giving the recreation center any additional income. I have simply proposed that the university reimburse the recreation center for faculty and staff to use the center as part of the wellness program. This is a win-win solution. We can provide the recreation center with additional funds to pay for faculty and staff, and institute a real wellness program which our university badly needs at the same time.

Question 2: Why shouldn't we make those faculty and staff who want to use it pay for it? After all, if someone pays for a service then they will be more likely to use it. Answer 2: The best analogy I can think of is health care. We could make health care optional, but in fact it is important to all of us that the state provide good health insurance for its employees. This is one of our most important benefits. A good wellness program, including weight room, track, exercise machines, aerobics, swimming pool, etc. should go hand in hand with health care and will pay for itself in the long run.

Question 3: Won't it be more crowded if we allow faculty and staff to use this facility for free? Answer 3: It will be a little more crowded. But if there are problems at the recreation center, the students will find that the faculty and staff are a strong ally. I hope that faculty and staff can work with the students to continually upgrade and improve this wonderful new facility. I urge the faculty senate to endorse the plan, so that the administration will realize that we consider our health and wellness an important albeit neglected benefit that we all should have.

Question 4: Won't this give a lot of competition to the local health clubs? Answer 4: Yes it will. However, I still see a very definite place for these health clubs which provide outstanding service,

extended hours, etc. One side benefit is that additional competition may force local clubs to upgrade too, which would again benefit us all.

I believe that this new student recreation center has the potential to markedly improve the esprit de corps of the university. It is a wonderful new resource, and should be shared with faculty and staff as part of a real wellness program which we all deserve. I urge your support of this proposal and hope that it can be sent forward with faculty senate endorsement.

Thank you for your consideration.  
Max Warshauer, Professor  
Department of Mathematics



Approved February 2, 1994, Minutes  
Faculty Senate Meeting

- 42 Core Values
- 75 Grade Inflation (Academic Standards Report)
- 105 Wellness Program
- 85 Senior Faculty Definition
- 94 Fiscal Oversight Committee (Senator Day)
- 104 Budget Education
- 02 Minutes of Previous Meetings

Present: Senators Bechtol, Caruana, Davis, Day, Glassman, Horne, Middlebrook, Morgan, Pascoe, Sawey, Stedman, Swinney, Thompson, Weller.

S. Akridge, Office Secretary, Assc. VPAA, P. Cassidy, Prof. M. Busby, (Director, Center for the Southwest)

Absent: Senator Linda Avila

#### 42. CORE VALUES

Professor M. Tangum met with the Senate on 12/8/93 to discuss the work of her committee on composing a core values statement for SWT. The Senate discussed the matter then and voted to return the matter to the agenda at a later date.

Motion: The Senate tables the matter at this time with the possibility of holding further discussions after the related Town Meeting (2/8/94 from 2-4 PM in JCK 11th Floor) on this issue. Passed unanimously.

#### 75. GRADE INFLATION (ACADEMIC STANDARDS REPORT)

The Senate received a report from the Academic Standards Committee. The report contained a question asking whether or not the Senate wanted the committee to work further on the matter.

Professor Swinney distributed grade statistics for the Fall, 1993 term (Source: The Office of Research and Planning), along with a draft memo (attached to these minutes) to the Academic Standards Committee. The Senate discussed the matter further with the following result:

Motion: The Senate requests that the Chair send the draft memo asking the Academic Standards Committee to continue its study. Passed (8-2-0)

#### 105. WELLNESS PROGRAM--WARSHAUER LETTER

Professor Warshauer presented more information relating to his wellness program proposal (see the minutes of the 1/26/94 meeting) and a lively discussion ensued with the following results:

Motion: The Senate supports the petition being circulated by Professor Warshauer (included in the minutes of the 1/26/93 meeting). Failed 5-6-1.

Motion: The Senate will place this on the agenda for the next PAAG meeting. Passed unanimously.

Professor Swinney distributed grade statistics for the Fall, 1993 term (Source: The Office of Research and Planning), along with a draft memo (attached to these minutes) to the Academic Standards Committee.

The Senate discussed the matter further with the following result:

Motion: The Senate requests that the Chair send the draft memo asking the Academic Standards Committee to continue its study. Passed (8-2-0)

#### 105. WELLNESS PROGRAM--WARSHAUER LETTER

Professor Warshauer presented more information relating to his wellness program proposal (see the minutes of the 1/26/94 meeting) and a lively discussion ensued with the following results:

Motion: The Senate supports the petition being circulated by Professor Warshauer (included in the minutes of the 1/26/93 meeting). Failed 5-6-1.

Motion: The Senate will place this on the agenda for the next PAAG meeting. Passed unanimously.

#### 85. SENIOR FACULTY DEFINITION

This is part of an ongoing discussion initiated by a letter received from the English Department. There are at least two members of this department (Professors M. Busby and M. Tangum) who are tenured but employed one quarter time in the department, hence according to the current Faculty Handbook guidelines cannot be voting members of the English Senior Faculty.

Professor Busby gave the Senate the benefit of his thinking as one of the affected parties. Professor Busby opined that he should be a voting member of the English senior faculty since he was involved and interested in the affairs of that department, furthermore he informed the Senate that such was allowed at Texas A&M University.

The Senate's ad hoc committee on this matter has suggested the following wording for the Faculty Handbook:

The department chair does not make important departmental policies or personnel decisions on a unilateral basis. Rather the chair relies heavily upon the advice of the senior faculty, which is composed of those tenured faculty members paid at a rate of fifty percent or more from faculty salary dollars budgeted to the academic department. Faculty members whose appointments are split between academic departments (for example, supervisors of student teachers) sit as members of the senior faculty in the department of their primary discipline. No individual may vote as a member of more than one senior faculty.

After extensive discussion and failure to reach anything approximating consensus, the following resulted:

Motion: The matter is tabled and will be returned to the agenda after more study. Passed unanimously.

#### 53. RESEARCH COMMITTEE REPORT (GUIDELINE STATEMENT)

The draft guidelines (available from the Senate office) for faculty research enhancement grants were distributed and discussed with the following result: the Chair to forward them to the Office of Research and Sponsored Projects. Passed 9-1-1.

#### 94. FISCAL OVERSIGHT COMMITTEE (SENATOR DAY)

In light of the financial concerns raised in the discussions of the recent MSW (Master of Social Work) proposal, Senator Day asked the Senate if there should be another committee, or some additional mechanism to examine the fiscal aspects of proposals for curriculum changes.

Discussion included:

1. Establishing another committee for this purpose. Such a committee might include representatives from the Finance and Support Services (FSS) division and the Office of Research and Planning (ORP).

2. Adding members from FSS and ORP to the existing Curriculum Committee

3. Adding this responsibility to the Budget Committee's duties.

Since this was the first time this matter had been discussed, no formal action was taken (in accordance with the Senate's standing rules). Senators will seek faculty input on the matter.

#### 104. BUDGET EDUCATION

One of the Senate's goals involves budget education, hence the revisiting of this topic. After some discussion, the following resulted:

Motion: Add the topic of reallocation (the "R" word) to the PAAG agenda. Passed unanimously.

Motion: Invite VPFS Nance to visit with the Senate on budget matters. Passed unanimously.

#### 02. MINUTES OF PREVIOUS MEETING

Minutes of the 1/26/94 meeting were approved unanimously.

#### INTRODUCTION OF NEW ITEMS

Chair Swinney will distribute the revised agenda for the PAAG meeting of next week.

Senator Day urged senators to attend the upcoming CoFGO (Council of Faculty Governance Organizations) on March 4 and 5 in Austin. Issues important to the survival of this organization will be decided at this upcoming meeting.

The meeting adjourned at 6:06 PM.

In the Hopper--Topics for Future Agendas

- 27 General Studies--Administration
- 44 Five-Year Faculty-Salary Improvement Plan
- 55 One-Time Bonuses
- 56 Salary Compression and Differential Salaries
- 61 Senate Distinguished Service Award
- 64 Merit Study for FY93 (Prof. Swinney)
- 86 Faculty Handbook Revision--12th Ed.
- 95 Athletic Funding (RTA, Feb. 23)
- 100 Minors--Eight Proposed Programs
- 109 Grievance Process Revision

## Watchful Waiting--Past Recommendations and Activities in Progress

- 33 Textbook/Bookstore Issues
- 37 Handbook Committee Recommendations
- 38 Faculty Expertise Survey (Prof. Day)
- 41 Parking
- 49 Grade Deadlines
- 51 Biology 5399--Koke Letter (Prof. Horne)
- 52 Chair Merit
- 57 Recruitment and Retention of Chairs
- 58 HERI Survey Results (Prof. Day)
- 63 Evaluation of Chairs and Deans
- 73 Distinguished Professor Emeritus
- 78 Part-Time Faculty Policy Committee Report
- 81 Capstone Requirement
- 90 Aquarena--Faculty Advisory Committee

Senate meetings are open to all members of the University Community.

### DRAFT -- POSSIBLE NEXT STEP ON GRADE INFLATION

The Senate has asked me to thank the Committee for its thoughtful preliminary look at perceived grade inflation on this campus.

As to the next step, the Senate shares the Committee's uncertainty. Should you decide to conduct a survey, we will provide whatever resources you need as well as a vehicle (the Senate Newsletter) for making findings public.

However, it occurs to us, that additional research might be the most productive move.

The long-term grade inflation which appears to jump out at one when glancing at the undergraduate level grade distribution (Table C-30 on p. 249 in the 1992-93 Fact Book) may be misleading. If one draws a line between the entries for 1972 and 1978 on that matrix (see attachment), it would appear that if this institution has had appreciable grade inflation, it occurred in that five-year period. Mean GPA's jumped from 2.43 to 2.64, the percentage of A's declined from 29.51 to 23.77. Grades given in 1978 look very much like those awarded in 1993.

What happened between 1971 and 1978 to so alter the institutional pattern? did we really have grade inflation, or are there alternative explanations?

Further, it is often asserted that grade inflation acts as a kind of academic Gresham's Law. Is there any evidence that on this campus grade competition has been a primary factor in the selection of majors by undergraduates over time? According to a recent article in the Chronicle of Higher Education some institutions have "calculated how the phenomenon had affected the students' choice of courses." Should we attempt to copy that methodology? At first thought, it appears to the Senate that this may be a relevant variable in long-term academic and financial planning.

Does your committee have the interest and time to explore these subjects? We leave to the Committee's discretion how, if, and whether you proceed with this fascinating but elusive topic.

Approved Minutes of the February 16, 1994  
Faculty Senate Meeting

- 27 General Studies
- 105 Wellness Program--Warshauer Letter
- 101 Curriculum Committee Report
- 109 Budget Cycle, FY95
- 114 Computing Priority Committee
- 40 Academic Core Committee Appointment
- 80 Summer Workload Credit
- 02 Minutes of Previous Meetings
- Introduction of New Items
- Emeritus Faculty
- Athletic Director's Visit

## 27. GENERAL STUDIES--ADMINISTRATION

The Faculty Senate continued its discussion of matters related to the administration of General Studies. The discussion also encompassed other possible means of saving money at SWT in an effort to free enough money for faculty and staff raises. To facilitate this discussion Chair Swinney distributed a document showing changes in student enrollment, faculty and staff size for the past 10 years. The statistics indicated a modest decline in student enrollment, a modest increase in faculty size, and a significant increase in administration/staff size. With respect to the last of the three items, Chair Swinney indicated that at least some of the increase could be attributed to a changes in job classification schema, and increased grant activity.

When the discussion returned to General Studies the following two motions resulted:

Motion: The Senate requests that the ad hoc Committee draft a pro/con statement related to General Studies and that this statement be published in the Faculty Senate Newsletter. Failed 4-7-0.

Motion: The Senate accepts the report of the ad hoc Committee and will revisit the matter with the VPAA in April. Passed unanimously.

During the discussion of the first of the two motions it was noted that the intent was to move in the direction of having the faculty vote on whether or not to have a College of General Studies.

### 105. Wellness Program--Warshauer Letter

Senator Pascoe submitted a petition directed to the President's Cabinet (PC) in support of Professor's Warshauer's request of the PPC for payment of the usage fee for the Recreational Sports Center on behalf of interested faculty. There were approximately 150 signatures.

Considerable discussion followed and the discussion ended with the following motion:

Motion: The Faculty Senate declines to take further action on this matter. Passed 8-3-0.

### 101. CURRICULUM COMMITTEE REPORT (EIGHT MINORS)

The Curriculum Committee recommended approval of all 8 minors submitted. The only minor that appeared to require additional resources was that of Geology. The proposal for a Geology minor required a new faculty position in Fall, 1994 and one or two in the near future. Considerable discussion ensued with the following results:

Motion: The Senate recommends following the Committee's recommendation for approval of all 8 minors.

Motion: Amend the current motion to separate consideration into two categories: The 7 requiring no new resources and Geology, requiring new resources. Passed unanimously.

Motion: The Senate recommends approval of the 7 minors not requiring new resources. Passed 6-4-0.

Motion: The Senate recommends approval of the Geology minor. Failed 3-7-1.

Motion: Amend the current motion to add a demur based on the concern for the need for additional resources. Passed 8-1-1.

#### 109. BUDGET CYCLE, FY95

Discussion continued concerning possible savings of money being applied to salary increases. The document distributed earlier by Chair Swinney received additional examination.

One question raised was whether or not a savings of \$900K could be found. If so, this would facilitate a 3% faculty salary increase. Various possible methods for saving money were discussed, among them was a suggestion from Professor Early that there be a moratorium on hiring additional faculty along with a sunset review of all programs. The thorny issue of release (assigned) time received considerable discussion as well.

The recent request for a visit by VPFSS Nance was discussed. Chair Swinney indicated that he had not received a response from Mr. Nance. The same is true with respect to the Senate's request related to the University Bookstore. Discussion ended with a motion to revisit the issue at a subsequent meeting. The motion passed unanimously.

#### 114. COMPUTING PRIORITY COMMITTEE

The Computing Priority Committee for Academic Affairs is being rejuvenated by Associate VPAA Smallwood, and he has requested a faculty nomination from the Senate.

Senator Morgan has served on this committee and declined reappointment. After some discussion, a motion to recommend Senator Sawey passed (9-1-0).

Later in the meeting Senator Sawey requested that Senators be thinking about projects that the Committee should be considering so that they could be discussed and ranked by the Senate in a subsequent meeting.

#### 40. Academic Core Committee Appointment

Professor T. Williams (Art) is leaving the Academic Core Committee and a replacement is required.

Motion: The Senate appoints Professor S. Fitch (Speech/Communications). Passed unanimously.

#### 80. SUMMER WORKLOAD CREDIT

The CAD (Council of Academic Deans) has recommended that students in good standing be allowed to take 8 semester hours per term without a dean's permission.

Motion: The Senate concurs with the CAD proposal. Passed unanimously.

02. Minutes of Previous Meetings. Minutes of the 2/2/94 meeting were approved unanimously.

## INTRODUCTION OF NEW ITEMS

### Emeritus Faculty

E-mail was sent today concerning the CAD's recommendation concerning a change of regent's rules regarding emeritus faculty (See attached e-mail).

Motion to suspend the rules and consider the matter passed unanimously.

Motion: The Senate recommends the regent's rules concerning emeritus faculty be changed to read:

Further, the President is authorized to bestow an appropriate emeritus title upon other retiring or retired ranked faculty provided that said faculty have served the institution for a cumulative total of at least fifteen years. Passed unanimously.

Athletic Director's Visit. Athletic Director Hannan and Executive VP Abbott will visit with the Senate next week concerning the athletic program. Issues such as the size of the subsidy for the program, the three year cost reduction program, going to Division II, and student fees will likely be discussed. Motion: The Chair is requested to ask AD Hannan and EVP Abbott to come at 5 PM. Passed 7-0-1.

Subj: Emeritus Faculty

Colleagues--

At CAD yesterday two decisions of some significance were made regarding emeritus faculty:

(1) CAD endorsed the Senate proposal to reactivate the machinery to select distinguished professors emeritus and will forward that recommendation to PC for final decision.

(2) They endorsed a proposed change to regent's rules regarding emeritus status for faculty other than full and associate professors, contingent upon language to be supplied by the Senate. The current rule reads that "The President of each University is authorized to bestow the title of professor emeritus or associate professor emeritus upon any retired member of the faculty or anticipation of the retirement of a faculty member, effective upon retirement, provided that the faculty member has served in the rank of professor or associate professor for a cumulative total of at least ten years."

Thus, instructors and assistant professors are excluded from recognition at retirement, regardless of how long or loyal the service. This is not good policy nor is it good public relations. To get us started, I suggest that we propose that the following sentence be added to the above: "Further, the President is authorized to bestow an appropriate emeritus title upon other retiring or retired ranked faculty provided that said faculty have served the institution for a cumulative total of at least fifteen years."

Because of the tight deadline on regental rule-change proposals, I will ask the Senate this afternoon to suspend the two-week rule and to take action on this or other appropriate language to address this concern.

## Approved Faculty Senate Minutes for the 2/23/94 Meeting

### CONTENTS

95. Athletic Funding (Guests EVP Abbott & AD Hannan)

117. Library Committee Report (Prof. Sawey)

85. Senior Faculty Definition

115. Earnings Statement Revision Committee

109. Budget Cycle, FY95

02. Minutes of Previous Meetings

Introduction of New Items

Lack of Process

Grade Statistics

Present: Senators Avila, Bechtol, Caruana, Davis, Day, Glassman, Horne, Middlebrook, Pascoe, Sawey, Stedman, Swinney, Thompson, Weller.

S. Ackridge (Faculty Senate Office Secretary), M. Moore (student), J. Irvin (Chemistry), R. Hannan (Athletic Director), M. Abbott (Executive Vice President), D. Parkins-Spears (English), M. Berish (Star reporter), ?? (Biology).

Absent: Senator Morgan.

The meeting began at 4:02 PM.

### 95. ATHLETIC FUNDING (GUESTS EVP ABBOTT & AD HANNAN)

The issue of the funding for athletics was discussed and a wide range of opinions were expressed.

Both EVP (Executive Vice President) Abbott and AD (Athletic Director) Hannan were well aware that athletic programs are under careful scrutiny throughout the country as funding for higher education becomes harder to obtain.

EVP Abbott said that comparative cost data were difficult to obtain due to various methods of accounting. For example, at some schools coaches are treated as either part-time or full-time faculty, hence all or part of their salaries would not appear in the athletic budget. This is not the case at SWT.

EVP Abbott continued by saying that the average cost of Division IAA programs is around \$4.4 million. Schools in the conference containing SWT have costs ranging from \$2.9 million to \$4.5 million. SWT's costs are \$4.1 million. The Southern Conference, termed a "premier" IAA conference has costs ranging from \$3 to \$5.6 million. With these data, EVP Abbott opined that SWT's numbers were not out of line, given what we are trying to accomplish.

According to EVP Abbott our goal is to provide a well-rounded set of men and women's sports in such a way that the program is competitive and comprehensive.



AD Hannan provided a breakdown of sources of funding for the athletic program. The three sources are as follows:

1. Student services money provides \$2.020 million. This is 48% of the budget and comprises 37% of the student fees. AD Hannan indicated that this percentage of student fees has gone down.

2. In FY92 the institutional support was at a high of \$1.5 million. In FY93 it was reduced to \$1.4 million. Our four year goal is to reduce the amount to \$700K.

3. Revenue generation currently amounts to \$844K. In the short term, the goal is to get this amount over \$1 million. The ultimate goal is to get this amount up to \$1.5 million.

Chair Swinney asked if the institutional support came from general use fees, a fund used to "subsidize" faculty salaries.

(One of the things being discussed by the Faculty Senate is trying to find \$900K in savings, which would generate a 3% faculty salary increase.)

EVP Abbott responded in the affirmative and pointed to an article that supported the premise that few athletic programs are self-supporting. He asserted that given the benefits of an athletic program, there is an argument to be made for institutional support for such a programs. He further opined that what most people know about an institution is what they read on the sports page.

EVP Abbott continued by saying that approximately \$1.1 million of the funds expended on athletics return to the institution in the form of tuition, fees, room and board, and payments for maintenance and utilities.

A murky discussion attempting to compare Sam Houston State University's (SHS) costs to SWT's ensued.

AD Hannan indicated that some institutions, including SHS fund "non-emphasis" sports at levels below those at SWT.

In response to a question concerning the salaries for SWT football coaches, AD Hannan said In FY94, salaries for the football coaches ranged from \$29K to \$58K, including payments for teaching duties.

In answer to a question concerning how much of the revenue generation component is attributed to football, AD Hannan said it was round 80%. Both EVP Abbott and AD Hannan indicated that the revenue generation and institutional support are going in the right direction, i.e., up and down, respectively.

Discussion then turned to specific breakdowns of expenditures. AD Hannan said the budget is open to anyone who is interested. Among the breakdowns he gave was that \$1.1 million goes to scholarships, \$1.3 million to salaries and \$1.7 million to operating.

In response to a question concerning going to division II, AD Hannan opined that the savings would be minimal if we are to retain the goal of a well-rounded, competitive program as indicated earlier by EVP Abbott.

EVP Abbott held that if issues of gender equity arise, SWT will be in much better shape than many institutions because of the efforts already put forward to meet goals in this area.

EVP Abbott said that one of the reasons that SWT went to division IAA in the first place was that we didn't like to be compared to the institutions we were playing at that time. "We" didn't feel that they were comparable institutions.

A brief discussion of the "comparable" schools, UT-Arlington and UTSA, both having no football programs ensued.

This was followed by a discussion of average SAT scores of SWT athletes, and EVP Abbott indicated that the goal is to bring athletes to SWT who will succeed academically.

#### 117. LIBRARY COMMITTEE REPORT (PROF. SAWEY)

Professor Sawey (Chair of the Library Committee) presented the recommendations of the Library Committee concerning Library Research Grants. The money available was \$10K. The total amount requested was approximately \$13K and the amount recommended was roughly \$9.5K.

Some discussion ensued with the following result:

Motion: The Faculty Senate approves and concurs with the recommendations of the Library Committee. Passed unanimously.

A brief discussion continued concerning need for more money in the library allocations for various departments.

During this discussion, it was pointed out that the next round of HEAF (Higher Education Assistance Fund) money would be coming soon and that this money could be used for library resources instead of for constructing buildings. Over the past three years \$1.5 some million of HEAF money was directed to supplement the Library's budget. Significantly more has gone for construction.

#### 85. SENIOR FACULTY DEFINITION

The ongoing discussion of the definition of senior faculty continued with a letter from VPAA Gratz stating reservations with respect to tying the definition to the percentage of salary funded from faculty dollars.

A memorandum from Professor Ali (Computer Science) concerning the matter of including tenure track faculty as voting members of the senior faculty in non-personnel matters was discussed.

After some more discussion, including yet another missive from the English Department, the following resulted:

Motion: The Faculty Senate refers this matter to the Governance Committee for its consideration and recommendations. A 5-6 week deadline for a report to the Senate is requested. Passed unanimously.

#### 115. EARNINGS STATEMENT REVISION COMMITTEE

There is a committee forming. Its goal is to make the earnings statement attached to each paycheck more nearly understandable. The Senate has been asked to nominate a member for this committee.

Professor R. Morris (Accounting) is interested and willing to serve.

Motion: The Faculty Senate recommends Professor R. Morris (Accounting) for the Earnings Statement Revision Committee. Passed unanimously.

#### 109. BUDGET CYCLE, FY95

VPFSS (Vice President for Finance and Support Services) Nance will be visiting with the Senate next week and has asked for guidance with respect to topics of interest.

Topics mentioned included the following:

1. A brief overview of how funding comes to the university.
2. How is the FY95 budget cycle progressing and what is the perspective from FSS concerning the matter of attempting to save \$900K to generate a 3% faculty salary increase?
3. How closely are the budget deliberations being tied to strategic plans?

#### 02. MINUTES OF PREVIOUS MEETINGS

Minutes of the Senate meeting of 2/16/94 and the PAAG meetings of 1/26/94 and 2/9/94 were approved unanimously.

#### INTRODUCTION OF NEW ITEMS

Lack of Process:

It appears that precipitous and unilateral decisions concerning parking on the north side of the street in front of Commons (beside the newly renovated English Building) have been made. There was no consultation of the Traffic and Safety Committee while a potential 25 faculty parking spaces were made into a no parking zone.

Chair Swinney will investigate and report back to the Senate.

Grade Statistics:

Senator Sawey distributed graphs of data (data graciously provided by the Office of Institutional Research and Planning) depicting several years of data for each school.

The meeting adjourned at 6:12 PM.

In the Hopper--Topics for Future Agendas

- 44 Five-Year Faculty-Salary Improvement Plan
- 55 One-Time Bonuses
- 56 Salary Compression and Differential Salaries
- 61 Senate Distinguished Service Award
- 64 Merit Study for FY93 (Prof. Swinney)
- 86 Faculty Handbook Revision--12th Ed.
- 94 Fiscal Oversight Committee
- 104 Budget Education
- 112 Grievance Process Revision
- 113 Copy Machine Policy (Early Letter)

## Watchful Waiting--Past Recommendations and Activities in Progress

- 27 General Studies--Administration
- 33 Textbook/Bookstore Issues
- 37 Handbook Committee Recommendations
- 38 Faculty Expertise Survey (Prof. Day)
- 41 Parking
- 49 Grade Deadlines
- 51 Biology 5399--Koke Letter (Prof. Horne)
- 52 Chair Merit
- 57 Recruitment and Retention of Chairs
- 63 Evaluation of Chairs and Deans
- 73 Distinguished Professor Emeritus
- 78 Part-Time Faculty Policy Committee Report
- 81 Capstone Requirement
- 90 Aquarena--Faculty Advisory Committee

Senate meetings are open to all members of the University Community.

Approved Faculty Senate Minutes  
for the March 2, 1994 Meeting

CONTENTS

104. Budget Education

- A. Income -- Some Sources of Funding -- Fund Groups
- B. Transfers
- C. Expenditures -- Elements of Cost
  - 1. Formula Funding
  - 2. Comparisons of Funding
- D. Auxiliary Services
- E. Continuing Discussion at Next Week's PAAG Meeting

Present: Senators Avila, Bechtol, Caruana, Davis, Day, Glassman, Middlebrook, Morgan, Pascoe, Sawey, Stedman, Swinney, Thompson, Weller.

S. Ackridge (Faculty Senate Office Secretary), M. Moore

Division of Finance and Support Services: K. Voges (Auxiliary Services), W. Nance (VP), J. Scott (Budget Office).

Absent: Senator Horne.

The meeting began at 4:03 PM.

104. BUDGET EDUCATION

VPFSS Nance, Kathy Voges (Auxiliary Services), and James Scott (Budget Office) led a detailed discussion of the fiscal affairs of SWT. Several handouts were distributed. Copies are available from the Senate office.

VPFSS Nance opened by saying that SWT could not afford to go into the Southwest Conference.

A. INCOME -- SOME SOURCES OF FUNDING -- FUND GROUPS

VPFSS Nance then gave an overview of the various "account groups" that comprise major sources of income (funding) for SWT. Some of the account groups discussed are as follows:

EDUCATION AND GENERAL (E&G) -- This is the group that normally interests faculty the most. It includes the money provided by the state and includes faculty salaries. VPFSS Nance characterized this part of the budget as representing a partnership between the state and the university. The assumption is that this money will comprise about half of the cost of running the institution. The rest of the cost of running the university must be raised by other means.

To underline this analogy, VPFSS Nance said that had Jones Diner been part of the E&G enterprise of the university, repairs on the recent fire damage could have been funded out of emergency funds held at the state level. Since Jones Diner is part of Auxiliary Services (discussed below), insurance is carried on the building and funding for the repairs will come from the insurance carrier.

Estimated 1993-1994 income to this fund is \$61,867,175.

DESIGNATED FUNDS -- These are best described by comparing them to restricted funds. Restricted funds can be spent on specified enterprises with the restrictions set externally (with respect to the university), whereby designated funds can only be spent in specific areas but the restrictions on how the money is allocated is set internally (with respect to the university). One example is the money that comes from the student computer usage fee.

Newly instituted course fees are another example of designated funds as are the more traditional lab fees. Both of these fees are spent on operating expenses, and the money is transferred into the E&G fund. Course fees and lab fees are governed by different statutes.

Estimated 1993-1994 income to this fund is \$30,253,404.

AUXILIARY SERVICES -- This potential source of income includes such enterprises as the Bookstore, Student Housing, and Copying Services. The group as a whole must be self-supporting, although some components might operate at a deficit. If the group makes a profit, some of this profit has historically been put in the E&G fund, however there are currently no additional funds to be transferred to E&G from Auxiliary Services.

Estimated 1993-1994 income to this fund is \$32,387,272.

PLEDGED ENTERPRISES -- A subset of the Auxiliary Services are monies that are pledged to pay certain expenses, e.g., bonded indebtedness.

Estimated 1993-1994 income to this part of Auxiliary Services income is \$22,897,674.

VPFSS Nance indicated that there are fund groups in addition to these operating fund groups discussed here.

## B. TRANSFERS

VPFSS Nance then discussed several tables showing transfers of funds between the various fund groups.

## C. EXPENDITURES -- ELEMENTS OF COST

Spending of the university's income is broken into various categories termed "elements of cost." VPFSS Nance provided table listing these elements of cost.

### 1. Formula Funding

Only the E&G income is part of the state legislative appropriations process, and some of the elements of cost are tied to specific formulas. Among the elements of cost receiving state money which is tied to formula funding ("formula elements of cost") are the following:

- General Administration and Student Services

- General Institutional Expense

- Faculty Salaries

- Departmental Operating Expense

- Instructional Administration

Library

Research Enhancement

Plant Support

Campus Security

Building Maintenance

Custodial Services

Grounds Maintenance

Although part of the money that comes to the university from the state is generated by various formulae, the money actually comes to the university as a lump sum to be spent as the institution sees fit. VPFSS Nance indicated that this change from the requirement that certain amounts could be spend only on specific elements of cost was one of tradeoffs recently obtained when the state's funding was being reduced.

## 2. Comparisons of Funding

When asked if he thought that SWT was adequately funded, VPFSS Nance responded in the negative.

VPFSS Nance described the various Coordinating Board subcommittees involved with studying and recommending on issues related to these elements of cost. These are subcommittees of the Formula Advisory Committee of the Coordinating Board. It comes as no surprise that the usual outcome of the committee's deliberations do no harm to entities such as the UT and A&M systems.

VPFSS Nance provided a table showing the percentage of state appropriations going to higher education from 1970 to 1995. In 1970 the percentage was 55.8%, and in 1995 it is 16.1%.

Another table presented showed the FY 1992 appropriation per full time student equivalent. UT-Austin ranked number 6 of 35 with the general revenue appropriation per student being \$4,353 and the all funds appropriation per student being \$5,687. A&M ranked 8 of 35 with the general revenue appropriation per student at \$4,448 and the all funds appropriation per student at \$5,262. SWT ranked 31 of 35 with the general revenue appropriation per student at \$2,262 and the all funds appropriation per student at \$2,812. Those falling below SWT are Sam Houston State University, Stephen F. Austin State University, Angelo State University and the University of Houston -- Downtown.

## D. AUXILIARY SERVICES

Next, Ms. Kathy Voges (Auxiliary Services), distributed documents summarizing the net income of the various enterprises in Auxiliary Services. Ms. Voges emphasized that the numbers are preliminary. A listing of net incomes of some of the enterprises discussed is as follows:

ENTERPRISE	FY-92 INCOME	FY-93 INCOME
University Bookstore	\$159,247.11	\$81,317.55
Central Supply	7,384.10	5,097.72
Comanche Hills	11,806.99	41,204.68
Copy Usage	10,820.30	

Copy Service	23,969.39	1,048.27
Laundry Service	64,223.82	62,639.84
Room & Board		
(Residence Halls)	-80,862.00	-228,849.00
Room & Board		
(Food Service)	221,100.00	35,073.00
Student Bus	97,101.07	24,679.83

In answer to a question related to copying services, VPFSS Nance indicated that high volume users of copying services who have recently purchased their own copying machines (Mathematics and Computer Science Departments) might well have a negative effect on other users of copying services in that such actions will reduce the overall volume and tend to increase the cost to those smaller volume users who rely on the university's copying service.

#### E. CONTINUING DISCUSSION AT NEXT WEEK'S PAAG MEETING

As the meeting drew to a close, it became clear that there was still more ground to cover. VPFSS Nance indicated that there is an estimated shortfall of over \$1.2 million next year, and he sought the Senate's help in an effort to target areas where savings could be made.

With this in mind the Senate invited Messrs. Nance and Scott and Ms. Voges to return next week when the Senate will meet with President Supple and VPAA Gratz. Discussions of these matters will resume at that time.

The meeting adjourned at 6:12 PM.

#### In the Hopper--Topics for Future Agendas

- 44 Five-Year Faculty-Salary Improvement Plan
- 55 One-Time Bonuses
- 56 Salary Compression and Differential Salaries
- 61 Senate Distinguished Service Award
- 64 Merit Study for FY93 (Prof. Swinney)
- 85 Senior Faculty Definition
- 86 Faculty Handbook Revision--12th Ed.
- 94 Fiscal Oversight Committee
- 109 Budget Cycle, FY95
- 112 Grievance Process Revision
- 113 Copy Machine Policy (Early Letter)

#### Watchful Waiting--Past Recommendations and Activities in Progress

- 27 General Studies--Administration
- 33 Testbook/Bookstore Issues
- 37 Handbook Committee Recommendations
- 38 Faculty Expertise Survey (Prof. Day)
- 41 Parking
- 49 Grade Deadlines
- 51 Biology 5399--Koke Letter (Prof. Horne)
- 52 Chair Merit
- 57 Recruitment and Retention of Chairs
- 63 Evaluation of Chairs and Deans
- 73 Distinguished Professor Emeritus
- 78 Part-Time Faculty Policy Committee Report



- 81 Capstone Requirement
- 90 Aquarena--Faculty Advisory Committee

Senate meetings are open to all members of the University Community.

## Approved Minutes for the 3/9/94 Meeting

### CONTENTS

#### 53. Research Committee Appointments

#### 119. Modified Retirement

#### 02. Minutes of Previous Meetings

#### Introduction of New Items Geology Minor

Present: Senators Avila, Caruana, Davis, Glassman, Horne, Middlebrook, Pascoe, Sawey, Stedman, Swinney, Thompson, Weller.

M. Moore (Student)

Absent: Senators Day, Morgan, Bechtol.

The meeting started at 6:00 PM

#### 53. RESEARCH COMMITTEE APPOINTMENT

Because of changes in the research enhancement grant it is appropriate to make changes in Research Committee appointments at this time. After a brief discussion a motion to make the following changes was made and passed unanimously:

Replace Tom Thickstun (Math) with Joe Koke (Biology) Replace Mayur Mehta (CIS) with Vivek Shah (CIS) Name Michel Conroy chair of the committee.

#### 119. MODIFIED RETIREMENT

The issue of modified retirement has surfaced again at the CAD (Council of Academic Deans) and Chair Swinney will prepare material on the matter to be circulated later.

#### 02. MINUTES OF PREVIOUS MEETINGS

Minutes of the 2/23/94 and 3/2/94 meetings were approved unanimously.

#### INTRODUCTION OF NEW ITEMS

A brief discussion of the upcoming vote at the University Council concerning the proposed Geology minor occurred.

The meeting adjourned at 6:20 PM

#### In the Hopper--Topics for Future Agendas

- 44 Five-Year Faculty-Salary Improvement Plan
- 55 One-Time Bonuses
- 56 Salary Compression and Differential Salaries
- 61 Senate Distinguished Service Award
- 64 Merit Study for FY93 (Prof. Swinney)
- 85 Senior Faculty Definition

- 86 Faculty Handbook Revision--12th Ed.
- 94 Fiscal Oversight Committee
- 109 Budget Cycle, FY95
- 112 Grievance Process Revision

Watchful Waiting--Past Recommendations and Activities in Progress

- 27 General Studies--Administration
- 37 Handbook Committee Recommendations
- 38 Faculty Expertise Survey (Prof. Day)
- 41 Parking
- 41-A Parking on Roanoke Street
- 49 Grade Deadlines
- 51 Biology 5399--Koke Letter (Prof. Horne)
- 52 Chair Merit
- 57 Recruitment and Retention of Chairs
- 63 Evaluation of Chairs and Deans
- 73 Distinguished Professor Emeritus
- 78 Part-Time Faculty Policy Committee Report
- 81 Capstone Requirement
- 90 Aquarena--Faculty Advisory Committee

Senate meetings are open to all members of the University Community.

## Approved Minutes for the 3/30/94 Meeting

### Contents

- 109. Budget Cycle, FY95
- 121. Faculty Elections, April 1994
- 86. Faculty Handbook Revision--12th Ed.
- 90. Aquarena--Faculty Advisory Committee
- 112. Grievance Process Revision
- 123. Registration Coordinating Committee
- 17. CoFGO Report (Prof. Glassman)
- 02. Minutes of Previous Meetings

### Introduction of New Items

- 1. Modified Retirement
- 2. Developmental Leave Applications
- 3. Grade Inflation and the Academic Standards Committee
- 4. Curriculum Committee
- 5. University Bookstore Pricing of Apple Products

Present: Senators Bechtol, Caruana, Davis, Horne, Middlebrook, Morgan, Pascoe, Sawey, Swinney, Thompson, Weller.

S. Ackridge (Faculty Senate Office Secretary) M. Moore (Student)

Absent: Senators Avila, Stedman, Day, Glassman.

The meeting began at 4:04 PM.

### 109 BUDGET CYCLE, FY95

The report on the "executive" retreat (related to the 1995 budget cycle) at Horseshoe Bay (circulated via e-mail a few days earlier) received extensive discussion. The report is attached to these minutes.

The discussion yielded two motions. The first motion:

The Faculty Senate supports the principles of Goal I and looks forward to participating in the continuing planning process related to the budget for FY95. Passed unanimously.

Goal I states:

The faculty, staff, and administration of SWT are committed to increasing faculty and staff salaries and funding critical strategic planning initiatives despite current budget shortfalls and declining state revenues.

The second motion:

The Faculty Senate suggests a hiring freeze, or at least a hiring policy that aims at reducing the current number of faculty, staff AND administrators received extensive discussion followed by a motion to table. The motion to table passed 7-0-2, and Chair Swinney will circulate a proposed motion on this subject for the next meeting.

The view that all parts of the university (\_including\_ administration) should demonstrate belt-tightening was strongly emphasized along with the grim expectation that only the faculty will actually receive "the hit."

In addition, among the views put forward was a characterization of the oft-mouthed administrative position of increasing class size while maintaining or improving quality. The descriptor used for this particular administrative mantra was mendacity.

Chair Swinney distributed several tables of data related to FTE (Faculty Full-time Equivalents) and generated SCH (Student Credit Hours) by school and department. The tables (available from the Senate Office) were discussed extensively.

#### 121. Faculty Elections, April 1994

Elections for Faculty Senate vacancies will begin in the second week of April.

The school representation scheme remains unchanged after formula (constitutionally based) recalculation. It is as follows:

School	Number of Senators
-----	-----
Applied Arts	1
Business	2
Education	3
Fine Arts	2
Health Professions	1
Liberal Arts	4
Science	2

Vacancies are as follows:

School	Senator
-----	-----
Applied Arts	Thompson (term expires)
Business	Morgan (term expires)
Education	Bechtol (term expires)
Fine Arts	Weller (term expires)
Liberal Arts	Day (term expires)
Science	Horne (term expires)

Chair Swinney distributed lists of eligible voters to senators for verification, and indicated that senators will also be receiving ballots for nominations to the Grievance Committee.

#### 86. FACULTY HANDBOOK REVISION--12TH ED.

A draft of the \_Faculty Handbook\_ was distributed, and after a brief discussion the following motion was passed unanimously:

Motion: The Faculty Senate accepts the report of the Handbook Committee and submits the draft to a 3 member subcommittee composed of a the Chair of the Senate, a dean (Martin -- Applied Arts & Technology), and another interested faculty member (to be appointed).

#### 90. AQUARENA--FACULTY ADVISORY COMMITTEE

The Senate has been asked to submit one name from each school as nominees to the Aquarena--Faculty Advisory Committee. This committee is now being formed.

The Senate submits the following nominees:

W. Bechtol -- Education

S. Thompson -- Applied Arts

W. Middlebrook -- Business

F. March -- Fine Arts

H. Ginsberg -- Liberal Arts (pending agreement by Prof. Ginsberg)

F. Horne -- Science

P. Bell-Morris -- Health Professions

#### 112. GRIEVANCE PROCESS REVISION

The Senate has received a memorandum from the chair of the Faculty Grievance Committee, Professor D. Tuff (Biology) suggesting some changed in the Faculty Grievance Policy. The text of the memorandum is as follows:

On behalf of the Faculty Grievance Committee and the University Ombudsman, I would like to petition the Faculty Senate to consider and approve the following two items as addenda (noted in **BOLD type**) to the Faculty Grievance Policy:

1) to change the third sentence of paragraph "C. The Role of the Faculty Grievance Committee." under the section titled "Grievance Hearing" on the last text page (4) of the section "academic Due Process" to read, "When the hearing is completed, the Committee will deliberate in private and within TEN class days will deliver a report ... Senate." and

2) To add to the final paragraph of "C" listed in "1)" above, the statement, "**COPIES OF THE FINAL COMMITTEE REPORT AND THE PRESIDENT'S RESPONSE ARE TO BE PERMANENTLY RETAINED BY THE OMBUDSMAN. FOR A MINIMUM OF FIVE YEARS OTHER SUPPORTING DOCUMENTS FORMALLY SUBMITTED BY THE GRIEVANT AND THE RESPONDENT AND THE ORIGINAL COPY OF THE AUDIO RECORDING OF THE PROCEEDINGS WILL BE RETAINED IN THE FILE OF THE OMBUDSMAN. ALL AFOREMENTIONED DOCUMENTS AND AUDIO RECORDINGS WILL BE PASSED FORWARD WHEN THE OMBUDSMAN CHANGES.**"

#### 123. REGISTRATION COORDINATING COMMITTEE

The Senate has received a request to recommend a nominee to the Registration Coordinating Committee.

Motion: The Senate recommends C. Dolezal (Education). Passed unanimously.

## 17. COFGO REPORT (PROF. GLASSMAN)

This report is delayed until next week since Prof. Glassman is out of town.

## 02. MINUTES OF PREVIOUS MEETINGS

Minutes of the 3/9/94 meeting were approved unanimously.

## INTRODUCTION OF NEW ITEMS

### 1. Modified Retirement

Chair Swinney reported that the CAD (Council of Academic Deans) is currently discussing the modified retirement policy and the matter will likely be coming to the Senate in due time.

### 2. Developmental Leave Applications

Chair Swinney reported that consideration of developmental leave applications are upcoming in April and that the Senate office currently has 6 applications.

Chair Swinney also reported that the Board of Regents has approved all of the developmental leaves recommended by the Senate last fall.

### 3. Grade Inflation and the Academic Standards Committee

Chair Swinney reported that he had received a response from the Academic Standards Committee regarding grade inflation, and he will be circulating this information shortly.

### 4. Curriculum Committee

Senator Caruana reported that the Curriculum Committee will be meeting shortly to review proposals for change in certain academic programs. The proposals are available in the Library.

### 5. University Bookstore Pricing of Apple Products

A memorandum from Prof. D. Hazlewood (Mathematics) concerning some possibly questionable pricing schema used by the University Bookstore with respect to Apple Products was discussed (see attachment to these minutes). This matter will be placed on an upcoming meeting of the Senate.

The meeting adjourned: 5:59 PM

## In the Hopper--Topics for Future Agendas

- 44 Five-Year Faculty-Salary Improvement Plan
- 55 One-Time Bonuses
- 56 Salary Compression and Differential Salaries
- 61 Senate Distinguished Service Award
- 64 Merit Study for FY93 (Prof. Swinney)
- 85 Senior Faculty Definition
- 94 Fiscal Oversight Committee
- 119 Modified Retirement

## Watchful Waiting--Past Recommendations and Activities in Progress

- 27 General Studies--Administration
- 37 Handbook Committee Recommendations
- 38 Faculty Expertise Survey (Prof. Day)
- 41 Parking
- 41-A Parking on Roanoke Street
- 49 Grade Deadlines
- 51 Biology 5399--Koke Letter (Prof. Horne)
- 52 Chair Merit
- 57 Recruitment and Retention of Chairs
- 63 Evaluation of Chairs and Deans
- 73 Distinguished Professor Emeritus
- 78 Part-Time Faculty Policy Committee Report
- 81 Capstone Requirement

Senate meetings are open to all members of the University Community.



## Approved Faculty Senate Minutes for the April 6, 1994 Meeting

### CONTENTS

- 112. Grievance Process Revision
- 121. Faculty Elections, April 1994
- 13. Developmental Leave Applications for Spring 1995
- 17. CoFGO Report (Prof. Glassman)
- 124. Computer Prices (Hazlewood Letter)
- 41. PAAG Agenda for 4/21
- 40. Committee on Committees Report
- 109. Budget Cycle, FY95
- 02. Minutes of Previous Meetings

### Introduction of New Items

Possible Conflict of Interest Inquiry

Sexual Orientation

12 Month Salary Spread

Athletics

Present: Senators Avila, Bechtol, Caruana, Davis, Day, Glassman, Horne, Middlebrook, Morgan, Pascoe, Sawey, Stedman, Swinney, Thompson, Weller.

Prof. D. Tuff (Biology), M. Moore (Student) S. Ackridge (Faculty Senate Office Secretary)

Absent: None.

The meeting began at 4:02 PM.

### 112. GRIEVANCE PROCESS REVISION

Professor D. Tuff (Biology), Chair of the Faculty Grievance Committee discussed the committee's two recommendations for change in the grievance process (see memo attached to the 3/30/94 minutes).

The following two motions resulted:

Motion: Add to the final paragraph of "C" listed in "1" above the statement:

Copies of the final Committee report and the President's response are to be permanently retained by the Ombudsman. For a minimum of five years other supporting documents formally submitted by the grievant and respondent and the original copy of the audio recording of the proceedings will be retained in a file in the Faculty Senate Office." Passed 13-1-0.

Motion: Change the third sentence of paragraph "C. The Role of the Faculty Grievance Committee." under the section titled "Grievance Hearing" on the last page (4) of the section "Academic Due Process" to read, "When the hearing is completed, the Committee will deliberate in private and within TEN class days will deliver a report ... Senate." Passed unanimously.

## 121. FACULTY ELECTIONS, APRIL 1994

Chair Swinney distributed sample ballots for final approval of the Senate and announced the schedule of elections for the Faculty Senate.

The schedule is as follows:

Round 1: Ballots distributed Monday 4/11/94  
Voting ends at 5 PM, Thursday 4/14/94  
Voting results reported by Friday 4/15/94

Round 2 -- runoffs: Ballots distributed Monday 4/18/94  
Voting ends at 5 PM, Thursday 4/21/94  
Voting results reported by Friday 4/22/94

Organization of new Senate will be the following week or the first meeting in May.

Grievance Committee ballot nominees are due by Friday 4/8/94. Several suggestions were made by the Senate.

## 13. DEVELOPMENTAL LEAVE APPLICATIONS FOR SPRING 1995

Interviews have been scheduled with the applicants for developmental leaves for Spring, 1995 (there are 9). Interviews will be held during the next Senate meeting (4/13/94). Application packets were distributed.

Some concern was voiced with respect to the notification of the Fall, 1994 applicants. Apparently the VPAA's office has yet to inform any of the applicants of their status. Chair Swinney informed the Senate that the leaves had been approved by the Board of Regents.

After several voices of consternation were raised, the following motion was put forward:

Motion: The Faculty Senate requests that the VPAA notify the developmental leave applicants for Fall, 1994 of the current status of their applications. Passed unanimously.

## 17. CoFGO Report (Prof. Glassman)

Senator Glassman reported to the Senate on the latest meeting of CoFGO (Council of Faculty Governance Organization).

Among the concerns voiced at the meeting were faculty salaries and chair compensation.

The direction of CoFGO also received extensive discussion at the meeting.

Efforts at better communication and networking were also reported.

The annual dues were raised from \$200 to \$250 for each institution.

#### 124. COMPUTER PRICES (HAZLEWOOD LETTER)

Professor Hazlewood's letter (see attachments for the 3/30/94 minutes) concerning the University Bookstore pricing of Apple products was discussed.

The following motions resulted:

Motion: The Senate will invited representatives of the University Bookstore and Auxiliary Services along with Professor Hazlewood in order to seek additional information.  
Failed 4-5-3.

Motion: The Senate requests that Chair Swinney initiate inquiries of the affected individuals and report the results to the Senate. Passed 9-1-1.

#### 41. PAAG AGENDA FOR 4/21

Due to scheduling difficulties this month's PAAG meeting will be Thursday, 4/21/94, at 4:00 PM.

The following items were suggested for the agenda:

1. Update of the VPAA's "thinking" with respect to the status of General Studies.
2. FY95 Budget Plans to include:
  - A. 1% and 2% across the board cuts
  - B. PFM and Aquarena Springs

#### 40. COMMITTEE ON COMMITTEES REPORT

The report of the Committee on Committees was distributed. Appointments will be discussed with the Chair of this committee, Professor J. Irvin (Chemistry) in the 4/20/94 meeting.

#### 109. BUDGET CYCLE, FY95

Chair Swinney reported that the follow-up "executive" retreat will be held on the 11th floor of JCK (initial meeting was held at Lakeway) on Friday 4/8/94. Senators having any questions, suggestions, etc. should give them to either Senator Swinney or Senator Day.

#### 02. MINUTES OF PREVIOUS MEETINGS

Minutes of the 3/30/94 meeting were approved (10-0-1).

Minutes of the 3/2/94 PAAG meeting were approved unanimously.

Introduction of New Items

Senator Sawey distributed a note from Professor Northcutt. The note voiced concern over a possible conflict of interest of one of the SWT directors. (Copies available from the Senate Office).

Senator Sawey distributed a proposed resolution concerning sexual orientation (see attachment).

Senator Day reminded Senators to give any input concerning the 12-month salary spread proposal. The next meeting on the matter is Thursday 4/7/94. (Copies of the proposal are available from the Senate Office).

Senator Horne distributed a proposed resolution concerning the funding of athletics (see attachment).

The meeting adjourned at 6:02 PM.

#### In the Hopper--Topics for Future Agendas

- 44 Five-Year Faculty-Salary Improvement Plan
- 55 One-Time Bonuses
- 56 Salary Compression and Differential Salaries
- 61 Senate Distinguished Service Award
- 64 Merit Study for FY93 (Prof. Swinney)
- 85 Senior Faculty Definition
- 86 Faculty Handbook Revision--12th Ed.
- 94 Fiscal Oversight Committee
- 119 Modified Retirement

#### Watchful Waiting--Past Recommendations and Activities in Progress

- 27 General Studies--Administration
- 37 Handbook Committee Recommendations
- 38 Faculty Expertise Survey (Prof. Day)
- 41 Parking
- 41-A Parking on Roanoke Street
- 49 Grade Deadlines
- 51 Biology 5399--Koke Letter (Prof. Horne)
- 52 Chair Merit
- 57 Recruitment and Retention of Chairs
- 63 Evaluation of Chairs and Deans
- 73 Distinguished Professor Emeritus
- 78 Part-Time Faculty Policy Committee Report
- 81 Capstone Requirement

Senate meetings are open to all members of the University Community.

## Approved Minutes for the April 13, 1994 Faculty Senate Meeting

### CONTENTS

#### 13. Developmental Leave Interviews

#### 54. Curriculum Committee Report (Prof. Caruana)

### 02. MINUTES OF PREVIOUS MEETINGS

Present: Senators Bechtol, Caruana, Day, Glassman, Middlebrook, Pascoe, Sawey, Swinney, Thompson, Weller.

S. Ackridge (Faculty Senate Office Secretary), M. Moore (Student), R. Habengreither (Technology)

Absent: Senators Avila, Horne, Davis, Morgan, Stedman.

The meeting began at 4:05 PM.

#### 13. DEVELOPMENTAL LEAVE INTERVIEWS

Interviews were held with the following applicants for developmental leaves:

Manny Brand	Wilda Meixner
Sheila Hargett	Cynthia Ophei
Jim Harrison	Ruth Taylor
Roseann Mandziuk	Paula Williamson
Jon McGee	

Subsequent to the interviews, discussions were held and the candidates were ranked. All candidates were recommended for developmental leave by the Faculty Senate.

#### 54. CURRICULUM COMMITTEE REPORT (Prof. Caruana)

Professor Caruana distributed a report from the Curriculum Committee. The Senate voted unanimously to suspend its rules and take action this week on the first three recommendations of the committee. Senate rules would have required waiting one week before taking action.

The three committee recommendations and Senate actions are as follows:

1. Curriculum Committee recommended the Master of Science in Technology degree with a major in Industrial Technology. The new degree replaces the existing major in Industrial Arts offered under Master of Arts and Master of Education degrees. There would be no significant resources requirements and no additional faculty required, i.e., only requirements for two graduate assistants and two teaching assistants totaling \$30K, likely to be absorbed by the School of Applied Arts and Technology.

Senate motion to recommend passed unanimously.

2. Curriculum Committee recommended the changing of the department name of Home Economics to Family and Consumer Sciences, with appropriate name changes in degree titles and majors. Senate motion to recommend passed 5-3-0.

3. Curriculum Committee recommended changing the name of the Department of Computer Information Systems and Administrative Sciences to the Department of Computer Information Systems and Quantitative Methods with accompanying movement of 5.5 FTE faculty to the Department of Management and Marketing.

Senate motion to recommend passed 7-1-0.

## 02. MINUTES OF PREVIOUS MEETINGS

Minutes of the 4/6/94 meeting were approved unanimously.

The meeting adjourned at 6:25 PM.

### In the Hopper--Topics for Future Agendas

- 44 Five-Year Faculty-Salary Improvement Plan
- 55 One-Time Bonuses
- 56 Salary Compression and Differential Salaries
- 61 Senate Distinguished Service Award
- 64 Merit Study for FY93 (Prof. Swinney)
- 85 Senior Faculty Definition
- 86 Faculty Handbook Revision--12th Ed.
- 94 Fiscal Oversight Committee
- 119 Modified Retirement
- 124 Computer Prices (Hazlewood Letter)
- 125 Salary Equity (Prof. Swinney)
- 126 Salary Spreads (Prof. Day)
- 127 Sexual Orientation (Prof. Sawey)
- 128 Conflict of Interest (Northcutt Letter)
- 129 Cost of Athletics (Prof. Horne)
- 130 Classroom Design (Guests: Susan Griffith, Bill Kurtz)

### Watchful Waiting--Past Recommendations and Activities in Progress

- 27 General Studies--Administration
- 37 Handbook Committee Recommendations
- 38 Faculty Expertise Survey (Prof. Day)
- 41 Parking
- 41-A Parking on Roanoke Street
- 49 Grade Deadlines
- 51 Biology 5399--Koke Letter (Prof. Horne)
- 52 Chair Merit
- 57 Recruitment and Retention of Chairs
- 63 Evaluation of Chairs and Deans
- 73 Distinguished Professor Emeritus
- 78 Part-Time Faculty Policy Committee Report
- 81 Capstone Requirement

Senate meetings are open to all members of the University Community.

Approved Minutes for the April 20, 1994  
Faculty Senate Meeting

CONTENTS

- 40. Committee on Committees Report (Prof. Irwin, Chair)
- 127. Sexual Orientation (Prof. Sawey)
- 125. Salary Equity (Prof. Swinney)
- 130. Classroom Design (Guests: Dr. Griffith, Prof. W. Kurtz)
- 129. Cost of Athletics (Prof. Horne)
- 02. Minutes of Previous Meeting

Introduction of New Items

Present: Senators Avila, Bechtol, Caruana, Davis, Day, Glassman, Horne, Middlebrook, Pascoe, Sawey, Stedman, Swinney, Thompson, Weller.

S. Ackridge (Faculty Senate Office Secretary),, M. Moore (Student)

Absent: Senator Morgan

The meeting began at 4:02 pm.

40. COMMITTEE ON COMMITTEES REPORT (PROF. IRVIN, CHAIR)

Professor Irvin presented the report of the Committee on Committees. Corrections and updates of recommendations for various Faculty Senate committee appointments were discussed. Copies of the report are available from the Senate office.

Several items requiring the Senate's attention, included in the Professor Irvin's cover memorandum, were discussed. Excerpts from that memorandum and the Senate's action are as follows:

Item 1: "... Also attached is the Committee on Committee roster with the expiring terms shown in bold and a list of faculty requesting membership on this committee. As I informed the Committee on Committees, I strongly urge that members of the Committee not be reappointed and that new member s be selected from a department not previously represented in the prior term in order to provide fresh perspectives and insure that appropriate diversity be achieved on faculty senate committees. I have also included analysis of committee membership by department and rank for the 1993-4 school year and the effect of the current recommendations for your information. ... "

Senate action: RTA'ed (unanimous)

Item 2: "... The committee could not agree upon a chair recommendation for the Academic Standards Committee. The current chair, Professor John Fitch, recommends that either Professors Paul Faffeld or Mike Nowicke be named chair; the problem being that Professor Nowicke is replacing Professor Mooney only during his leave this semester and that Professor Faffeld hold an administrative position. In the latter case the committee members voted 2 to 1 with three abstentions expressing concern about an administrator chairing a faculty senate committee. I disagree with the committee vote and support the appointment of a willing and able chair regardless of administrative responsibilities. ..."

Senate action: RTA'ed (8-2-2)

Item 3: " ... The University Lecturers Committee needs a chair. The out going chair, Professor Avila, recommends that Chris Frost from Psychology be appointed chair but unfortunately the Liberal Arts slot is already occupied. I suggest that Professor Frost be made chair and the committee be temporarily expenaded; the committee could not agree upon any recommendation since it was very hesitant to recommend replacement of a serving committee member. The Senate must decide. ... "

Senate action: Appoint Chris Frost to chair the committee (unanimous).

Item 4: "... I would like to call the Senate's attention to the committee's recommendation of a second member of the History department to the Library Committee leaving only two departments in the school of Liberal Arts represented. I do not believe that the appointment of two committee members from the same department to serve on the same committee without some special circumstances is wise. We should make every attempt to diversify committee membership. ..."

Senate action: Appoint Professor Gilbert Fulmer (Philosophy) to fill one of the positions held by a member of the History department (unanimous).

Item 5: "... The out going chair of the Academic Computing Committee, Professor Wilbon Davis, has recommended that all ex officio members of his committee be classified as non-voting. He feels that it is inappropriate for these administrative members to vot especially on the awarding of mini-grants. The Committee on Committees supported his recommendation by a vote of five to one. I support the committee recommendation. It may also be a good time for the Senate to have every committee review the voting status of ex officio members on senate committees. ... "

Senate action: A motion to make the ex officio members of the Academic Computing Committee non voting members failed (2-6-5).

Item 6: " ... Professor Pohl has requested that the Senate determine if the Affirmative Action Committee <a presidential committee> has any members who oppose affirmative action or is this committee totally lop-sided. ... "

Senate action: RTA'ed (unanimous).

After some additional discussion a motion to accept the report of the Committee on Committees with updates, RTA's and corrections was passed unanimously.

## 127. SEXUAL ORIENTATION (PROF. SAWEY)

The ASG (Associated Student Govenment) has passed resolutions (1992 and 1994) to recommend to the administration that sexual orientation be added to the of anti-discrimination categories specified in the Regents's Rules.



After a brief discussion the follow resolution was passed unanimously:

The Faculty Senate urges the President's Cabinet to put forward its already written proposal to the classes" in the various sections of the Regent's Rules that deal with anti-discrimination.

#### 125. Salary Equity (Prof. Swinney)

Ongoing concern was expressed on the issues of salary compression and differential salaries. After considerable discussion, a resolution to seek the aid of the administration and the Office of Institutional Research and Planning (IRP) in the gathering of data and analysis passed unanimously. The final wording of the resolution was left to Chair Swinney, subject to later consultation with the Senate. The preliminary wording of the resolution is as follows:

The Faculty Senate recommends that PC authorize a salary equity study. Relevant issues to be addressed should include, but not necessarily be limited to, salary compression, differential salaries, and gender and racial equity. Careful planning would have to precede data gathering and analysis; but, broadly speaking, we suggest that a linear regression or other appropriate model be used, that IRP be charged with the responsibility of conducting the study and publishing the results, and that the Joint Faculty Senate/Staff Council Committee on Salary Equity participate in each phase of the project. We suggest that, if possible, the study comprehend both faculty and unclassified staff salaries.

#### 130. CLASSROOM DESIGN (GUESTS: DR. GRIFFITH, PROF. W. KURTZ)

Professor W. Kurtz (Educational Administration ... ) and Dr. S. Griffith (Assistant Vice President for Planning and Administration) presided over a lively discussion of draft recommendations contained in the following two documents distributed to the Senate:

1. Minimum Design Guidelines for Classrooms
2. Overview of Decision Making: Construction of Academic Buildings

Copies of the documents are available from the Senate office.

#### 129. Cost of Athletics (Prof. Horne)

Professor Horne led a lively discussion concerning the funding sources of the SWT athletic program and alternative uses for these sources of revenue.

After considerable discussion, a motion to invite VPFSS (Vice President of Finance and Support Services) Nance to visit with the Senate on issues related to the financial aspects of the athletic program passed unanimously.

#### 02. MINUTES OF PREVIOUS MEETING

Minutes of the 4/13/94 meeting were approved unanimously.

#### Introduction of New Items

Chair Swinney announced that the CAD (Council of Academic Deans) recommended to the PC (President's Cabinet) that classes for July 4, 1994 be cancelled.

Senator Glassman expressed grave concern with respect to ACC (Austin Community College) opening a satellite campus in San Marcos.

The meegint adjourned at 6:09 PM.

In the Hopper--Topics for Future Agendas

- 44 Five-Year Faculty-Salary Improvement Plan
- 55 One-Time Bonuses
- 56 Salary Compression and Differential Salaries
- 61 Senate Distinguished Service Award
- 64 Merit Study for FY93 (Prof. Swinney)
- 85 Senior Faculty Definition
- 86 Faculty Handbook Revision--12th Ed.
- 94 Fiscal Oversight Committee
- 119 Modified Retirement
- 124 Computer Prices (Hazlewood Letter)
- 126 Salary Spreads (Prof. Day)
- 128 Conflict of Interest (Northcutt Letter)
- 132 Minority Job Fair

Watchful Waiting--Past Recommendations and Activities in Progress

- 27 General Studies--Administration
- 37 Handbook Committee Recommendations
- 38 Faculty Expertise Survey (Prof. Day)
- 41 Parking
- 41-A Parking on Roanoke Street
- 49 Grade Deadlines
- 51 Biology 5399--Koke Letter (Prof. Horne)
- 52 Chair Merit
- 57 Recruitment and Retention of Chairs
- 63 Evaluation of Chairs and Deans
- 73 Distinguished Professor Emeritus
- 78 Part-Time Faculty Policy Committee Report
- 81 Capstone Requirement

Senate meetings are open to all members of the University Community.

Approved Minutes for the April 27, 1994  
Faculty Senate Meeting

CONTENTS

57. Recruitment and Retention of Chairs

134. "I" Grades

132. Minority Job Fair (Fitch Letter)

40. Committee on Committees Report--RTA'd Items

Suggestions for the Future from Outgoing Senators

02. Minutes of Previous Meetings

Introduction of New Items

Present: Senators Bechtol, Caruana, Davis, Day, Glassman, Horne, Middlebrook, Morgan, Pascoe, Sawey, Stedman, Swinney, Thompson, Weller.

S. Ackridge (Faculty Senate Office Secretary)

Prof. Early (Computer Science), Prof. B. Lyman (Senator-Elect, Education), Mike Moore (Student), and a host of visitors (roster available from the Faculty Senate secretary).

Absent: Senator Avila.

The meeting began at 4:00 PM.

**57. RECRUITMENT AND RETENTION OF CHAIRS**

For nearly 4 years the Faculty Senate has been seeking a means by which faculty could have meaningful input if a department chair becomes unacceptable to the faculty, but remains a cherished minion of the administration.

Two Senate draft proposals related to terms for chairs have been submitted to the administration. The second draft (May, 1993) is as follows:

Normally chairs will be appointed for terms of three years. The terms will be renewed upon the recommendation of the Dean and approval by the VPAA and President. The Dean's recommendation will be based upon a thorough evaluation of the Chair and a careful consideration of the views of the members of the affected department, especially those of the tenured and tenure-track faculty.

Last year when this draft was reviewed by the President, he initially indicated that he thought it was acceptable, but wanted the VPAA to review it. The following resulted (PAAG April 20, 1994):

In addition to the annual evaluation described above, every three years the dean of the school will conduct a summative review of the chair's performance. The review will be based upon a comprehensive evaluation of the chair's work. The review will include a careful consideration of

the views of the faculty members in the department, with special emphasis on the views of the tenured and tenure track faculty.

These two drafts were discussed and several senators voiced consternation was voiced with respect to what some view as a complete eviscerate of the intent of the Senate's proposal.

The discussion ended with a motion to table failing (1-10-0) and subsequently a motion to request the Chair to attempt a re-draft of the proposal taking into account the concerns raised (passed unanimously).

#### 134. "I" GRADES

A memorandum from Professor Early concerning grade changes made unilaterally by administrative gnomes was discussed. Related correspondence is attached to these minutes.

After considerable discussion the following motion was passed (9-2-0):

Motion: The Faculty Senate recommends that the "I" grade on official transcripts be retained regardless of the ultimate outcome (completion or not) of the student's performance in the course.

#### 132. MINORITY JOB FAIR (FITCH LETTER)

Professor Fitch (Chemistry) sent the Senate a letter concerning the SWT Minority Job Fair voicing concern about the possibly exclusionary nature of this event.

The Senate also received correspondence taking strong exception to Professor Fitch's point of view. Both sets of correspondence are available from the Senate office.

A lively discussion of the issues ensued. Participants included both faculty senators and several visitors.

After about 30 minutes of discussion, a motion to table passed (8-3-0).

#### 40. COMMITTEE ON COMMITTEES REPORT--RTA'D ITEMS

On matters related to the Committee on Committees report, the following actions occurred:

1. Motion: Appoint Prof. Reeves Perry chair of the Academic Standards Committee (passed unanimously)

2. Motion: Appoint Prof. Kim Siegenthaler (HPER) and Prof. Mark Todd (Art) to the Committee on Committees (passed unanimously).

3. Senator Morgan will make a recommendation (after appropriate consultation) for a School of Business appointee for the Committee on Committees.

#### SUGGESTIONS FOR THE FUTURE FROM OUTGOING SENATORS

Outgoing Senators Morgan, Day, and Thompson shared their musings on their tenure with the Faculty Senate. Among the points made were that the Senate should be proactive on the issue of assessment and that the Senate should continue its September goal-setting sessions.

#### 02. Minutes of Previous Meetings

Minutes for the 4/20/94 meeting were approved as corrected (unanimously).

#### INTRODUCTION OF NEW ITEMS

Senator Horne reported that matters raised in a letter from Prof. Koke (Biology), concerning financial aid and graduate hours, has been resolved.

Senator Horne provided preliminary data suggesting that the university might raise \$500K annually if it provided phone service to the dormitories, rather than allowing the local phone company to provide this service.

The meeting adjourned at 5:40 PM.

#### In the Hopper--Topics for Future Agendas

- 44 Five-Year Faculty-Salary Improvement Plan
- 55 One-Time Bonuses
- 56 Salary Compression and Differential Salaries
- 61 Senate Distinguished Service Award
- 64 Merit Study for FY93 (Prof. Swinney)
- 85 Senior Faculty Definition
- 86 Faculty Handbook Revision--12th Ed.
- 119 Modified Retirement
- 129 Cost of Athletics (Prof. Horne)
- 128 Conflict of Interest (Northcutt Letter)

#### Watchful Waiting--Past Recommendations and Activities in Progress

- 41 Parking
- 41-A Parking on Roanoke Street
- 49 Grade Deadlines
- 51 Biology 5399--Koke Letter (Prof. Horne)
- 52 Chair Merit
- 63 Evaluation of Chairs and Deans
- 78 Part-Time Faculty Policy Committee Report
- 81 Capstone Requirement

Senate meetings are open to all members of the University Community.