

Meeting No. 39

December 5, 1973

STEPHEN F. AUSTIN STATE UNIVERSITY

FACULTY SENATE

Absent:
Richard Voigtel (excused)
Carl Keul
Calvin Barton (excused)

Ex Officio members present:
President Steen
Vice-president Lewis
Dean McKibben

Guest: Joe Rodgers

1. Chairman Baker called the meeting to order at 4:15 p.m.
2. Minutes of meeting #38 were approved.
3. Joe Rodgers, Senior Vice-president of the Student Senate, reported to the faculty senate on recent action of the student senate concerning:
 - a. pass-fail policy
 - b. ethnic studies
 - c. no penalty drop
 - d. teacher evaluation - student access to
 - e. class attendance affecting final grade
4. The following action was taken on the attached report of the Professional Welfare Committee:
 - a. It was moved and seconded that recommendation number 5 of problem one be deleted.

Motion passed.
 - b. It was moved and seconded that the remainder of problem number one be accepted.

Motion passed.
 - c. In regard to problem number two it was moved and seconded "that the administration publish school policy concerning student complaints in relation to faculty members in the faculty bulletin and the student handbook."

Motion passed.
 - d. It was moved and seconded that problem number three be tabled.

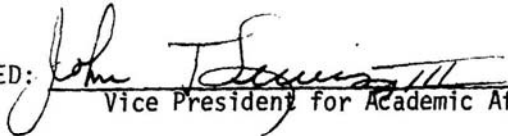
Motion passed.

5. Mr. Baker announced the next Senate meeting for the Wednesday afternoon of the second week of Spring classes. (January 23, 1973)
SPRING MEETING TIME IS 3:15 p.m.
6. The meeting adjourned at 5:31 p.m.

Respectfully submitted,



Ralph White
Secretary of the Faculty Senate

REVIEWED: 
Vice President for Academic Affairs

Date 2-25-74

APPROVED: 
President

Date 2-25-74

* * * MEMO * * *

To: Members of the Faculty Senate

From: The Professional Welfare Committee
M. Dudley Stewart, Jr., Chairman

Subject: The Revision and Resubmission of its Report

Date: 14 November, 1973

Problem 1: The new policy for recommendations for tenure, promotion, and salary increases requires a summary statement of student evaluations of each faculty member to be included.

Findings: Student evaluation of faculty members is being considered in the over all context of evaluation of faculty members; administrators are being evaluated by faculty members. A lack of understanding concerning the intended use of student and faculty evaluations is causing a great deal of consternation among the faculty. It appears that much of it is due to a break-down in communication.

Recommendations:

1. The objectives of the University, its Schools, and its Departments should be precisely determined and spelled out. Well-meaning but vague statements are not helpful in determining the criteria upon which ratings are based.
2. Descriptions of the duties and responsibilities of faculty members and administrators should be formulated as a prelude to the new evaluation process.
3. Each Department should formulate its own procedure for student evaluation of its faculty. The results of the evaluations should be used as an input to the general rating system by the Department Head. During the annual evaluation interview (See Faculty Handbook, p. 14, #9), the faculty member's over all rating and the Department Head's recommendations would be explained. Both the faculty member and the Department Head must be in accord as to the rating and sign such an agreement. This rating would be all that would be forwarded to the Dean when recommendations for salary increases, promotions, and tenure are made.
4. Each School Council will write its own criteria for salary increases, promotions, and tenure. Thus, it will be up to each School to determine the weight or importance that will be attached to the student evaluations.
5. The President and Academic Vice President should have a high degree of confidence in the recommendations for salary increases, promotions, and tenure submitted by Department Heads and Deans. Deans or Department Heads lacking such confidence because they are not fulfilling their administrative duties and responsibilities should be asked to return to teaching and be replaced.

Problem 2: Closely related to the above problem is the issue of student complaints against faculty members.

Findings: A very real problem exists here for two major reasons: (1) No formally prescribed channel or procedure for such complaints exists. Thus, most complaints are filed with either the Academic Vice President or with the Deans. Apparently, relatively few are registered with the faculty members concerned or with their Department Heads. (2) It appears that faculty members against whom complaints are lodged are only infrequently offered the right to defend themselves.

Recommendations: The Administration is requested to immediately implement the following procedures:

1. The student should first attempt to resolve the issue personally with the faculty member concerned.
2. If the issue is not resolved to the satisfaction of both, the student should then file a written, signed complaint with the relevant Department Head.
3. The Department Head should next have a conference with the accused faculty member to hear his side of the controversy and to receive his written explanation or rebuttal, should he desire to submit one.
4. If the issue is not resolved to the satisfaction of all three, the process would continue to the Dean concerned, and, if necessary, to the Vice-President for Academic Affairs, and finally, if necessary, to the President himself.
5. The faculty member should have the same right of appeal as the student has, as outline above.
6. Complaints by faculty members concerning administrators should be handled in the same manner.

Problem 3: Markedly increasing our research activities funded by both public and private sources.

Finding: Significant additional funding of research activities would go far in helping to ease employment problems now and those that will be associated with the decline of enrollment anticipated in the future.

Recommendations: The Administration is requested to aggressively seek additional funds for research and other purposes from all sources and to help the Faculty to do so. An example of valuable assistance that could be offered to the Faculty would be for the Office of Development to publish compendia of research and other opportunities received from both public and private sources and to distribute them, say, on a weekly basis. The Administration is also requested to actively bid on research and consultant contracts, both public, and private, in addition to vigorously attempting to obtain grants for research and other purposes.

Problem 4: Obtaining alternative employment during the summer for those of us involuntarily unemployed.

Findings: Being involuntarily unemployed during the summer is a very serious matter and will become even more so if our enrollment declines. It is believed that it is in the best interests of the University to use its full efforts to assist such faculty members in obtaining alternative summer employment.

Recommendations:

1. The Administration is requested to direct the Placement Office to develop and initiate a summer employment program for faculty members.
2. Deans and Department Heads could "go to bat" for their involuntarily unemployed faculty members and seek to place them in teaching, research, and other types of positions for the summer elsewhere.
3. The University could also seek to employ "its own" during the summer, even though its openings in non-teaching jobs are quite limited and pay salaries far lower than those for teaching,
4. The University could establish workshops and short courses of various kinds during the summer.