

STEPHEN F. AUSTIN STATE UNIVERSITY
Faculty Senate
Meeting No. 80
October 12, 1977

- 1. Chairman Vincent called the meeting to order at 3:15 P.M.
- 2. After the roll call, the minutes of Meeting No. 79 were approved as written.

3. Reports of Officers:

A. Chairman's Report:

- 1. Dr. William H. Bos was appointed Parliamentarian of the Faculty Senate.
- 2. Chairman Vincent reported on the three Deans Council meetings and one Academic Affairs Council meeting held since the last meeting.

- (a) September 20--At this meeting it was announced that the Coordinating Board will consider the University's proposal for a Master of Science in Computer Science at the October 21st meeting. Also, the Board will soon appoint a special Advisory Committee to establish guidelines for implementation of the provisions in House Bill 1012 concerning "small classes." In data based year, SFASU retained 72 underenrolled classes which represented 1,296 hours taught. At a cost of \$27 per credit hour, this represented a loss to the University of approximately \$35,000. The University is undertaking a feasibility study of continuous registration.
- (b) October 3--At this meeting Dean Gaston was appointed University Chairman of the United Way Appeal. It was announced that the Coordinating Board staff indicated a positive recommendation for the Master of Science in Computer Science program. Due to the fact that one-third of the course listings in the Graduate Catalog are 400 level, concern was expressed that graduate students are being encouraged to take 400-level courses at the same time that 500-level courses are failing to make. Dr. Franklin reported briefly on the Attorney General's decision on student teacher/course evaluations at North Texas State University which states that if statistical compilations are made, the information is subject to the Open Records Act. In Open Records Decision No. 34 (1974), it was determined that disclosure of the results of the student

evaluations would not constitute a clearly unwarranted invasion of personal privacy. Computer printouts of statistical information are public information.

3. A. 2. (c) October 11--At this meeting it was announced that: results of internal audits are public records; there is concern over the revision of the copyright laws which would require the payment of royalties on any music performed at any event to which admission is charged.
 - (d) September 27--At this meeting of the Academic Affairs Council, it was reported that on campus enrollment in the fall of 1977 was 10,756 students, down from an enrollment in the fall of 1976 of 11,069 for a net loss in students of 2.8%. Off campus enrollment fell from 1,078 to 550 students in the same period for a net loss of 528 students. Dr. Iglinsky described recruiting efforts, Dr. Russell reviewed the Coordinating Board's new policy on Continuing Education, and Dr. Franklin reviewed the liability insurance coverage of faculty members. There is \$250,000 worth of coverage for each faculty member per case.
 - B. Secretary's Report: Dr. Rodewald read a memo from Dr. Robert Blocker to the Faculty Senate asking for action on a Fine Arts Council resolution.
 - C. Treasurer's Report: Mr. Snyder reported a balance in the treasury of \$4,998.37.
4. Reports of Standing Committees:

The Executive Committee sent a letter to Dr. Franklin expressing its concern over the change in procedure for selection of the screening committee for selection of a Fine Arts Dean.
 5. Old Business:

Mr. Snyder made the motion that the meeting time for the Faculty Senate in the spring semester be changed to 2 P.M. Dr. Sartin seconded the motion. Dr. Rodewald amended the motion to read: The Faculty Senate will convene at 2:15 P.M. the second Wednesday of every month starting with the spring semester. MOTION APPROVED.
 6. New Business:
 - A. Discussion of the Administration's proposal on departmental governance: Dr. Franklin's memo of October 7, 1977, asked that written comments on the proposal be sent to the

Conference Committee on Department Governance, P.O. Box 6079, Campus. Two open hearings, one on October 26 at 3 P.M. in Education 131 and the other on October 27 at 9:30 A.M. in the Main Ballroom, have been scheduled. The Conference Committee will consist of two academic deans, Dean Reese and Dean Clayton, and two Faculty Senate designees. Chairman Vincent recommended Dr. Jeffrey and Dr. Pollock. Mr. Snyder moved that Dr. Jeffrey and Dr. Pollock be accepted by acclamation as the two Faculty Senate members of the Conference Committee. Dr. Bos seconded the MOTION and it PASSED UNANIMOUSLY.

Chairman Vincent asked each Senator to prepare an item-by-item list of written comments on the proposal to be submitted to Dr. Rodewald by October 20 so that he can prepare a summary of the comments to be sent to the administration on or about October 24. This will constitute the Senate's response to the document.

Dr. Burr and Dr. Jeffrey spoke against the Administration's proposal saying that it took all the meat from the Senate's proposal and left the window dressing. Dr. Jeffrey noted that the Senate passed the recommendations unopposed. Dr. Adams corrected the record, saying that he voted against parts of Recommendations II and III.

Dr. Malpass asked if the Conference Committee will be working only with the Administration's proposal and if the Faculty Senate's Recommendations from last year have been rejected by the Administration. Mr. Snyder, Dr. Rodewald, and Dr. Lackey seconded her concern.

Dr. Burr said that the Faculty Senate's Constitution clearly states the governance role of the Senate in Article 2: "The Faculty Senate shall decide and promulgate academic policy for the University" Dr. Burr interpreted "academic policy" as "everything that is necessary to carry out the academic procedure."

Dr. Jeffrey made and Dr. Pollock seconded the motion that the Conference Committee Report be brought before the Faculty Senate and the Faculty Senate act on it to approve or disapprove the document. MOTION CARRIED 19 to 4.

Dr. Malpass made the motion that the Faculty Senate request that the Administration allow the Conference Committee to look formally at the Faculty Senate's recommendations on departmental governance as well as the Administration's proposals. Mr. Snyder seconded the MOTION and it was APPROVED UNANIMOUSLY.

- B. Dr. Blocker read the Fine Arts Council Resolution (see ATTACHMENT #1) to the Senate.

Dr. Franklin responded by reading his "Comments to the Faculty Senate Re: Resolution of Fine Arts Council" (see ATTACHMENT #2).

Mr. Snyder and Dr. Pollock questioned the advisability of the Vice President's appointing screening committee members. Dr. Franklin responded that departmental and school minorities and minority programs are better represented by the Administration's method of appointing a screening committee and that personal qualities of wisdom, judgment, and integrity are not precluded by appointment.

Dr. Rodewald made and Dr. Sartin seconded the motion that Dr. Franklin's "Comments" be admitted to the Minutes of Faculty Senate Meeting No. 80. MOTION PASSED.

Dr. Rodewald questioned whether or not a formal policy did not exist for the formulation of screening committees.

A rather tense discussion followed about trust, collective wisdom, demoralization of faculty, and a psychological gap between administration and faculty between Dr. Franklin and Dr. Burr and Dr. Malpass.

Dr. Rodewald moved that the Senate accept Dr. Franklin's "Comments" as fulfilling the Faculty Senate's obligation to secure for the Fine Arts Council an official answer from the Administration. MOTION PASSED with 1 opposed.

Dr. Spurrier observed that all discussion was coming from eight Senate members and asked that her positive statement be entered in the record that she has never felt threatened or lacked trust in the Administration and that she knows many others who have a great deal of trust in the Administration.

A discussion ensued between Dr. Leslie Thompson and Dr. Franklin about the difficulty of separating policy and precedent. Dr. Jeffrey added that the spirit of Faculty Senate proposals as well as the policy should be of concern to the Administration. Dr. Franklin said he hopes that in the future every faculty member will have a handbook listing policy.

Dr. Pollock and Dr. Young spoke in favor of at least some elected members on these committees. Mr. Snyder pointed out that the complexity of representing all aspects of a department makes it nearly impossible for all areas to be represented by choosing only two members from a department.

Dr. Vincent noted that the Handbook Committee of the Faculty Senate is collecting policy for a new handbook. Dr. Franklin recommended that all policy be reviewed periodically.

Dr. Malpass made a motion that prior to the next meeting, the Faculty Senate poll the faculty on the method of selection of screening committees that they prefer: appointed committees, elected committees, or a mixture of appointed and elected members of a committee. Dr. Rodewald seconded the motion. Dr. Pollock amended the motion to read " . . . the Faculty Senate shall poll the faculty by means of a standard questionnaire from the Secretary of the Senate on the method" MOTION PASSED AS AMENDED by a 19 to 1 vote.

A motion for adjournment at this time failed to carry.

7. Remarks by Ex Officio Members:

Dr. Franklin informed the Senate of some of the features of House Bill 1012 concerning academic workloads and small classes. The Administration proposes to submit to the Board of Regents on November 4 a set of interim policy guidelines for them to use for this fall and this spring. It proposes that the Board use essentially the interim statement by the Council of Presidents made this past spring.

The same House Bill requires that the University submit a small class list. Dr. Franklin read an interim policy statement that meets the legislative guidelines.

Discussion revealed that overload courses are counted as under-enrolled courses and SFASU is not paid for them. The loss last year exceeded \$60,000 for SFASU. The substantial majority of this loss was attributed to overload courses. It was pointed out that Individual Study Courses, however, require no minimum enrollment. This past Summer II, 46 sections of underenrolled courses were taught--equivalent to 23 faculty assignments. Dr. Franklin invited the Senate to address itself to this question.

As for the procedure to implement the recent policy concerning faculty evaluation, Dr. Franklin has asked each dean to direct the school councils, working with Heads and the dean of the school, to come up with a mutually acceptable evaluation form that is consistent with the criteria for merit which was approved as policy. He urged completion of this revision before January 15. If a new form is not agreed upon by that date, then the old form will be used until such revisions are completed. Each school will have its own form, but each will reflect the same criteria for merit.

8. The next meeting of the Faculty Senate will be November 9, 1977, at 3:15 P.M. in the Aztec-Caddo room of the University Center.

9. Chairman Vincent adjourned the meeting at 5:45 P.M.

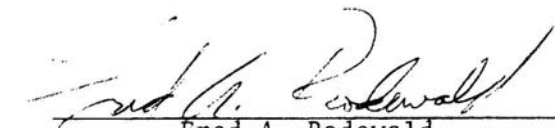
Absentees: None

Ex Officio Members Present:

Visitors:

Dr. Bill Franklin
Dr. James Reese
Dr. Edwin W. Gaston, Jr.

Mr. William Arscott
Dr. J. E. Magruder
Dr. Susan Harwood
Dr. H. T. Russell
Mr. David C. Howard
Dr. R. G. Dean
Dr. Tom Bourbon
Dr. Roy E. Cain
Dr. Carl Keul
Dr. Dwane Russell
Dr. Bill Brophy
Dr. Stan Alexander
Dr. Dick Voigtel
Dr. Bill Hamrick
Dr. H. B. Weyland
Dr. Harry McDonald
Dr. Kenneth D. Mace
Dr. Robert L. Blocker
Dr. E. Diane Ford
Dr. Ronnie G. Barra
Dr. Byron Van Dover



Fred A. Rodewald
Secretary, 1977-78 Senate

October 5, 1977

ATTACHMENT #1
Faculty Senate Meeting No. 80

To: Faculty Senate

From: Fine Arts Council

The faculty of the School of Fine Arts has been informed in a recent meeting with the Vice-President for Academic Affairs that all members of the screening committee for the selection of a new Fine Arts Dean will be appointed.

Resolutions which were presented by the Faculty Senate in 1971 and 1975, and which became University policy, stated that faculty would participate in the screening process. Faculty representatives were elected to serve as screening committee members in the selection of a new President, a Dean of Forestry, a Dean of the Graduate School, and a Dean of Liberal Arts.

The Fine Arts Council feels that the administrative decision not to allow faculty election of a portion of the screening committee singles out the School of Fine Arts in a discriminatory manner. Furthermore, that this action sets a precedent which could preclude in the future the participation of elected faculty members in the selection of department heads and deans.

The Fine Arts Council also fears that the setting aside of policy could also lead to the negating of policies dealing with other aspects of academic life.

Therefore, the Fine Arts Council requests that the Faculty Senate undertake to ascertain whether policy mutually agreed upon by the Faculty Senate and the Administration, past or present, either in writing or through precedent, is to be altered or set aside by the Administration.

ATTACHMENT #2

COMMENTS TO THE FACULTY SENATE RE: Faculty Senate Meeting #80
Resolution of Fine Arts Council

Let me speak first to the major question posed by the resolution from the Fine Arts Council. The question is whether an incoming administration is bound by previously established policy and precedent. The answer is that incoming administrators, like incoming faculty, staff, and students, are bound by previously established policy until such time that it is duly changed; precedent, however, is a different matter. It is established by administrative decision, and it is changed in the same way--by subsequent administrative decision. I believe this is essentially the same answer you would get to the question posed on any college or university campus, indeed, in almost any formal organization.

I believe that if we consider the question of precedent a bit more closely, we would all agree that the binding of all future decisions to precedent would be undesirable, even disastrous for a university. We would still be using the same budgeting procedures that were used decades ago; we would still be evaluating faculty the same way they were evaluated during the first decade of this institution's history; etc.

Now, allow me to review with you the specific situation which led to the Fine Arts Council's resolution. One of the many jobs that I found waiting for me at SFA was the initiation of a search for a new dean for the School of Fine Arts. I conferred with the President regarding our general objectives in the search and inquired about the procedures used for conducting such searches. Having determined that no formal policy existed to govern such searches, we proceeded to design the composition

of a committee that would, in our judgment, maximize the probabilities of a successful search while assuring participation in the search by faculty representing the variety of program emphases within the School, by department heads who would be working regularly with the person being selected, by deans who will be fellow academic administrators, by faculty outside the School to underscore the point that the position being filled is important to the entire academic community, and by students who are the benefactors of our programs. Thus, we decided to appoint a committee of twelve, constituted as follows: 7 full-time faculty members--6 from within Fine Arts and 1 from outside Fine Arts; 2 department heads within Fine Arts; 1 dean from another school; and 2 students--one undergraduate Fine Arts major and one graduate Fine Arts major. The chairman of the committee was to be elected by the committee members.

After making the decision regarding the constitution of the Search and Screen Committee, I met with the faculty of the School of Fine Arts to outline the constitution of the committee, to invite their individual suggestions for committee members, and to share with the School the sense of challenge and opportunity which the search represented.

I gave assurances to that faculty that all candidates who were interviewed on campus would be accessible to them, to all the department heads in Fine Arts, to all the academic deans, and to a selection of students for questioning and discussion.

It was stated at that meeting by some members of the Fine Arts faculty that policy was being breached by not having the faculty elect the committee. Effective dates of such policy were cited, but no policy has been produced because none exists.

Subsequent to this meeting, the Executive Council of Faculty Senate sent a letter to me expressing its concern over the method by which we proposed to constitute the Search and Screen Committee for the Dean of Fine Arts, stating that the method raised questions about the participation of faculty in the search. Five days later, the resolution which Dr. Blocker read to you was issued by the Fine Arts Council. That resolution too raised the question of faculty participation.

Let me comment briefly about the relationship or the absence of one between the way a committee is constituted and the degree of participation by committee members in the search and screen process. One could have an elected committee whose advice is ignored or whose prerogatives are severely limited; one could have an appointed committee whose advice is seriously judged and whose prerogatives are limited only by formal regulations that bind us all and by principles of professional conduct. You could, of course, have the opposite of both these possibilities. The point is, the method by which a committee is constituted bears no necessary relationship to the degree or quality of member participation in the process.

The Fine Arts resolution suggests that we have singled out that School for differential treatment. The decision which we made regarding the appointment of the search and screen committee was unrelated to the fact that the search was to be in the School of Fine Arts. Our judgment would have been the same in any other school.

Does this action constitute a threat to faculty prerogatives in other areas? I trust that when you consider the facts which I have reviewed you will not view it as such. Further, I believe that if you will look at the results that are finally experienced, you will conclude that it is anything but a threat--an invitation perhaps to even new opportunities for serious participation.

Billy J. Hand
10-12-77

ALTERNATIVE FACULTY GOVERNANCE RECOMMENDATIONS

Recommendation I - PHILOSOPHICAL PREFACE

The administrative head of a department occupies a unique position in the University. He is the chief executive of the department, responsible for the implementation of department, school, and University policy, and a frequent participant in policy formulation. Thus, he is an administrator whose quality of performance has fundamental impact on the success of the institution in attaining its specific goals.

Simultaneously, the administrative head of a department is a faculty member who is expected to exemplify those faculty qualities most valued by the University: teaching excellence, active scholarship or a record of artistic performance, and a commitment to University and community service. He must effectively communicate departmental aspirations, standards, and points of view to other groups, both within and outside the University.

Recommendation II - TITLE

The administrative head of a department shall have the title of Department Chairman.

Recommendation III - MAJOR RESPONSIBILITIES

The responsibilities of a Department Chairman include, but are not limited to, the following:

1. Recruitment of faculty and support staff.
2. Evaluation of departmental members for retention/termination, tenure, promotion, and merit raises.
3. Preparation and administration of the departmental budget.
4. Program and curriculum evaluation and development.
5. Encouragement of the professional growth of faculty and staff.
6. Preparation of catalog materials, schedules of classes, and teaching and collateral assignments of departmental faculty/staff.
7. The development and supervision of an effective student advising system.
8. Maintenance of an effective and efficient departmental office.

These and other responsibilities of the Chairman are carried out in the context of ongoing communication and consultation, both formal and informal, with the departmental faculty.

Recommendation IV - SELECTION

1. A Search and Screen Committee will be used in every Departmental Chairman search.
2. The Search and Screen Committee will be constituted by the Dean of the School on consultation with the faculty of the Department and on concurrence by the Vice President for Academic Affairs, and the President.

Recommendation IV - SELECTION (Continued)

3. The majority of each Search and Screen Committee will be full-time faculty members from the affected department when the size of the department permits.
4. Each Search and Screen Committee will include at least one full-time faculty member from another department and a Chairman from another department or a Dean from outside the school.
5. All searches for a departmental Chairman will begin with the assumption that the search will be open, without prejudice for inside or outside candidates.
6. Ordinarily, on-campus interviews of at least the top three candidates, as judged by the Search and Screen Committee, will be conducted. The itinerary for the interviews will provide ample opportunity for candidates to meet the faculty in the department, a sample of students, the Dean of the School, the Vice President for Academic Affairs, and the President, in addition to the Search and Screen Committee.
7. The final recommendation of the Search and Screen Committee must include multiple candidates and will be submitted to the President via the Dean of the School and the Vice President for Academic Affairs. Each will append his own recommendation to that of the Search and Screen Committee. Substantial disagreement among these recommendations will be sufficient grounds to direct the Search and Screen Committee to continue the search.
8. Official appointment requires the approval of the Board of Regents.

Recommendation V - TERM OF OFFICE AND REVIEW

1. The Department Chairman is appointed by the President of the University for an unspecified period.
2. The Department Chairman will be evaluated by the Dean of the School annually in terms of the fulfillment of those major responsibilities enumerated herein and the attainment of additional goals and objectives jointly established at the beginning of the academic year. This evaluation process may be supplemented by a self-evaluation by the Department Chairman.
3. At least once every three years the Dean of the School will initiate a collateral, confidential evaluation of the Department Chairman by the faculty of the department.
4. The Dean of the School will review with the Department Chairman the results of the annual administrative evaluation and the triennial, collateral faculty evaluation. A summary of the review with recommendations based thereon will be submitted by the Dean of the School to the Vice President for Academic Affairs. Following each annual evaluation, the Dean of the School will meet with the Department for a state of the department report.

October 5, 1977

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THIS IS ADDED TO THE AGENDA FOR MEETING NO. 80.