

STEPHEN F. AUSTIN STATE UNIVERSITY  
Faculty Senate  
Meeting #170  
May 14, 1986

1. Chairman Speer called the meeting to order at 2:30 p.m.
2. The minutes of meeting #169 were approved as distributed.
3. Officer Reports

- a. Senator Graves reported the following as of April 30, 1986:

Balance in	
Student Assistant Accountant	\$ 644.70
O & M	1,634.03
Travel	(24.53)
	<u>\$2,254.20</u>

The expense of printing the Faculty Handbook will come from the Senate's budget.

- b. Senator Speer reported Deans and Chairs are busy budgeting for next year, including making contingency budgets.

The Deans' Council accepted, without change, the Senate's recommendation concerning faculty evaluation.

President Johnson reported by letter the Board of Regent's acceptance of the constitutional amendment to increase the size of the Grievance Panel. The Board also approved the Senate's plan to amend the constitution to permit adjusting the seniority of members to achieve a balance of third-, and first-year senators. The President acknowledged, without comment, the receipt of the letter concerning the appointment of Deans. He stated he was in sympathy with the Senate's position concerning faculty involvement in the collection of tuition but saw no alternative. The policy concerning the length of time students must wait in class when the instructor is absent was referred to the Deans' Council. The President approved the Senate's recommendation to establish a Committee on Professional Ethics and Responsibilities.

Senator Speer concluded by thanking the Senate for a very productive year.

4. Old Business

Senator Reeves moved acceptance, and forwarding to the President, of the Faculty Government Committee's procedures for selecting academic administrative officers below the level of President. Senator Howard seconded the motion. (A copy of the proposal is attached.)

(At this point a five minute recess was declared so all senators could read the proposal.)

After the meeting was re-convened, a discussion of the merits of the proposal was held. At one point, Senator Speer relinquished the chair in order to speak to the issue.

Senator DiNucci proposed an amendment to the motion which would include a letter of explanation along with the proposal. The amendment failed, two votes for and fourteen against.

The main question passed, seventeen votes for and two against.

(The quality of the tape recording made a transcript of the remarks impossible.)

5. New Business

a. Senator Reeves, reporting for the Faculty Government Committee, announced the revised Faculty Handbook was being printed and would be available by fall. He expressed thanks to Ms. Wingate for her assistance.

b. Committee reports which reflected a very productive year were given by each committee chairperson.

6. Unscheduled Items

Senator Russell expressed concern that information such as promotions, tenure, and Regents Professors is often obtained from the local press rather than some other channel.

7. The meeting adjourned at 3:36 p.m.

Absences:

Dr. R.G. Dean  
Dr. Hebe Mace  
Dr. Donice McCune

Ex-Officio Members:

Dr. James Reese  
Dr. James Standley

Visitors:

Dr. Connie Spreadbury



FRANK SMITH  
Secretary, 1985-86 Faculty Senate

SELECTION PROCEDURE FOR ACADEMIC ADMINISTRATIVE OFFICERS  
Below the Level of President

1. A search and screen committee will be used in each search for an academic administrative officer. Each search initially will be open and without prejudice to inside or outside candidates. A selection will not be made without consultation with the affected faculty.
2. The committee will be constituted by the next higher administrative officer in consultation with the faculty of the affected area and other administrative officers.
3. The committee shall have at least five members. Larger membership will depend on the size of the unit and the complexity of its programs, but all committees must have an odd number of members.
4. Once the size of the committee has been established, the unit shall elect its specified number of representatives to the committee. Faculty members eligible to vote will be those on full-time contract with the university who hold faculty rank in the unit. In all cases the faculty shall elect a majority of the committee.
5. Normally every search and screen committee will have representation from outside the unit. No more than one-third of the committee will be from outside the unit, except in those cases where the small size of the unit or other major considerations make this provision impractical.
6. The next higher administrative officer after consultation with administrative officers and the unit's faculty, shall then fill the other positions on the committee from within or without the unit, with a view toward creating a balanced committee which can best represent the interests of the department(s), school(s), and university.
7. To enhance the ability of the committee to focus on the administrative qualifications of the candidates, at least one member of the committee should have academic administrative experience.
8. The appropriate officer will convene the committee for its organizational meeting; at this time the committee will elect its chairman and other officers.
9. The initial report of the committee will be submitted to the president or board via the next higher administrative officer, who will append his or her recommendations to those of the committee.

10. Substantial disagreement among recommendations will be sufficient grounds for the president to direct the committee to continue the search.
11. Ordinarily, at least three candidates recommended by the committee will be interviewed on campus. The itinerary for the interviews will provide ample opportunity for the candidates to meet the unit's faculty, students, and academic administrative officers, and the committee.
12. After the interviews, the appropriate administrative officer shall invite comments from the unit's faculty and those students who may have been involved in the process. A summary of these comments should be forwarded, along with the various administrative officer's recommendations and the final recommendation of the committee, to the proper administrator.
13. Appointment is by the President and requires the approval of the board of regents.