

Faculty Senate
February 20, 1985

The Faculty Senate of Baylor University met at 4:00 p.m. in the Carroll Science Building, Room 201. Dr. Lucian G. Conway, Jr., chairman, presided over the meeting. The meeting opened with the discussion of previously distributed minutes of the November meeting. The motion was made to accept the minutes as distributed, seconded, and motion carried.

Dr. Bob Miller reported on the results of the Election of Officers. The list is as follows:

Vice-Chairman---Harold Osborne
Treasurer-----Franklin Potts
Secretary-----Jim Nolen
Parliamentarian-Lee Polk
Committee on Constitution and By-laws: Fred Curtis--Education
Erwin Elias--Law
Jack Kilgore--Arts & Sciences
Kris Moore--Business
Rufus Spain--Arts & Sciences
Larry Vanlandingham--Music

Dr. Conway reported on the quality of communication between members and officers and called attention to the amended list of elected representatives, page 5 of his handouts. Dr. Dale Allen was added under School of Business.

Dr. Conway reported that he was gathering information for the Committee on Constitution and By-laws to use as a guideline in developing the Senate Constitution and By-laws. Discussions with President Reynold's office, Chancellor Abner McCall, Dean John Belew, and Kent Keeth had confirmed that previous Senates had no formal Constitution and By-laws.

The next item discussed was prioritization of Topics for Discussion. These Topics For Discussion had been voted on by members and reviewed and recommended by the new officers at the request of the Senate Membership. The list is as follows:

1. Faculty course load/faculty publishing
2. Faculty grievance procedure--the creation of faculty grievance committee
3. Faculty parking
4. Role of Senate in recommending and reviewing university academic policies
5. Personnel policies--promotions, tenures, salaries, faculty evaluations
6. Student affairs as they impinge on academic programs

These topics will be discussed in future Senate meetings in the order listed.

A member asked what relation the Faculty Senate has to the University Council. The chairman explained that the Faculty Senate Chairman is automatically a member of the University Council, and that both the University Council and Faculty Senate report to President Reynolds.

The last item of old business discussed was the time and place of the next Senate Meeting. The chairman reported that the best time for the Faculty Senate meeting was Wednesdays between 4:00 p.m. to 5:00 p.m. (Selection of

this was based on Membership teaching schedules.) The Carroll Science Building had been previously selected as an acceptable location. Members approved the meeting time by Acclamation.

The chairman asked if there were any other items to be discussed under old business. None were brought to the floor.

The first item of new business discussed was the Committee on Committees. The purpose of this committee would be to choose University Committees to which the Faculty Senate would appoint members. A member asked how this was handled previously. The chairman stated that in the past, President Reynolds made the decision after consultation with Chancellor McCall and others. A motion was made for the Nominating Committee to appoint members to serve as the Faculty Senate Committee on Committees, seconded, and motion carried.

The chairman asked to skip the next item which was the Calendar Committee. This would be discussed later down the agenda.

The next item was Smoking in Buildings on campus. The chairman informed the members that President Reynolds gave him material concerning the effects of secondary inhalation of smoke. He stated that President Reynolds did not want to interfere with Senate activities, but that it seemed to him that this might be something for the Faculty Senate to discuss. He stated that the members may elect to handle this two ways as follows:

1. Expression of sentiment on how we feel.
2. Form a committee to study the issue and make a recommendation.

The smoking policy now in effect allows each unit of the University to decide what policy they desire to implement in their respective building. A member asked what the motive was for bringing up this subject now. The chairman stated that President Reynolds desired to simply bring this to the attention of the Senate since he had received input from Faculty members on the subject. Discussion among the Faculty Senate Members concerning the "Secondary Inhalation of Smoke" issue included some of the following concerns:

1. Felt the Senate had more important things to look at.
2. Senate should look at this problem if a Member wants them to. The issue relates to the working conditions of all the faculty, and the Senate would not want to communicate unconcern.
3. Smoking at football games has been a problem. One way to solve this may be to request Dr. Reynolds to have the announcer at these activities request the spectators to please not smoke.
4. Leave policy the way it is because it is such a touchy issue.
5. Senate should have a reasonable No Smoking policy because if it is too strict it would be difficult to enforce penalties.
6. Let the administration decide.
7. Send to a committee because they could research the problem and then report to the Senate.
8. Need to decide if Senate wants to control policy.
9. If everything is sent to a committee, there would be too many committees and also postpone making a decision.

A motion was made to appoint a committee of three (3) people to research policy on smoking and report back to the Senate at the next meeting, seconded by O.T. Hayward, but the motion did not carry.

A motion was made to recommend **NO SMOKING** in class or dining areas and to allow subunits of the University to determine any other restrictions on

smoking in their buildings. A discussion followed including the following concerns:

1. If the Senate adopted too strenuous a NO SMOKING policy, it would polarize smokers and non-smokers unnecessarily. Peer pressure would gradually solve most of the problems.
2. This should not be first recommendation of the Senate.
3. Advocate local control.

The above motion was restated, seconded, and motion carried.

The next item of new business was Parliamentary Procedures. A member suggested the Senate use Roberts' Rules of Order which is sold at the Bookstore. Carolyn Bell offered to give the Senate a one-page handout of Roberts' Rules.

Franklin Potts, Treasurer, was asked by Dr. Conway to recommend a plan of action concerning the budget for the Senate. Dr. Potts recommended that the Senate first decide on plans and then prepare a budget based on the plans. The budget should be submitted to the administration by June 1, 1985. A member asked who would pay for the minutes during the period before the budget was submitted. It was suggested that interim funding be obtained. Dr. Conway pointed out that President Reynolds had previously agreed to fund "reasonable and necessary" expenses of the Senate.

The next items discussed were:

- (1) Committee to Study Graduate Programs at Baylor University
- (2) Calendar Committee
- (3) Faculty Senate Statement of Goals and Objectives

It was suggested that this could be handled by the Committee on Committees. A motion was made to have the Committee on Committees appoint a committee to study Graduate Programs at Baylor. Franklin Potts seconded the motion. Motion carried.

The chairman stated that at the next meeting the Senate members would discuss starting with the #1 Topic on the Topics for Discussion. He also stated the next two meetings of the Faculty Senate would be as follows:

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| (1) Wednesday, March 27, 1985 | 4:00-5:00 |
| (2) Wednesday, April 17, 1985 | 4:00-5:00 |

At the March meeting, Baxter Johns will give a presentation on the "New Faculty Evaluation Forms".

The meeting adjourned at 5:00.