

MINUTES

FACULTY SENATE

October 15, 1996

The Faculty Senate convened at 3:30 p.m. in the Conference Room, Blume Conference Center, Hankamer School of Business, with Chair Jeter Basden presiding.

Present: D. Adams, L. Adams, Baird, Barker, Basden, Buddo, Chinn, Davis, Edwards, Farris, Fox, M. Baker for Garner, Gordon, J. Wilson for Hillman, Jensen, K. Johnson, P. Johnson, Knudson, Longfellow, Losey, McGee, Miller, Pippin, Robinson, Rolf, Stone, Wallace, Wiley, Willis, Yelderman, Youngdale

Absent: Conyers

I. Invocation

The invocation was led by Dawn Adams.

II. Approval of September 17 Minutes

The minutes of the September 17 meeting were approved as distributed.

III. Items from Council of Deans/Provost and Vice President for Academic Affairs

A. Pilot Project

Baylor is involved in a pilot project with McLennan Community College and Texas State Technical College to establish a downtown site in Waco (in the National Group Insurance Company Building, 215 North 8th Street) where several courses would be offered each semester by each institution. The goal is to launch the program in January 1997. Baylor would offer primarily business and education courses.

B. Review of Core Curriculum

Dean Wallace Daniel will be leading a review of the university's core curriculum.

C. Conflict of Interest Document

Dr. Schmeltkopf announced at the Council of Deans meeting that the faculty conflict of interest statements have been turned in to his

office. Dr. Tom Charlton, Vice Provost for Research, has reviewed the documents. The Board of Regents has mandated that a routine review of all faculty conflict of interest statements be conducted by the General Counsel's office.

D. Summer School Issues

Vice Chair Buddo reported to the Senate that a meeting had been held on October 1 involving Dr. Schmeltekopf, deans and department chairs, to talk about implementation of the new summer school plan. Copies of two documents from that meeting were distributed to the Senate: "Courses with Small Enrollments or Multiple Sections, Summer 1996" and "Comparison of Summer Session Faculty Employment". Copies of these documents are attached to the file copy of these minutes. A summary of Buddo's report follows.

At the meeting, a department-by-department analysis was provided, indicating that some departments show a profit in their summer school operations while other departments have deficits. Overall, the summer school deficit was reported to be \$322,617 in 1995 and \$265,031 in 1996. Included in the accounting for summer school are expenses like sabbaticals, the grant-writing workshop, and the teaching institute.

Minimum enrollment levels are to be required in order for summer courses to be offered. These minimums are five students per section for graduate courses and ten students per section for undergraduate courses. However, "critical" classes would continue to be offered. Dr. Schmeltekopf has asked deans and department chairs to be careful about how they set up programs, in order to minimize the need for small-enrollment classes.

Flexible summer compensation was discussed. For critical courses with only one or two students enrolled, faculty may be asked to teach for something less than the standard 10% compensation per course.

A chronology of the planning process for Summer School 1997 was presented:

On October 16 the summer school schedules are sent from each academic unit to the Registrar's Office.

On November 1 the deans and chairs submit to the provost the names of faculty who will be teaching in the summer.

On November 15 begins the first phase of issuance of summer contracts. Once these contracts are issued, employment is guaranteed for those faculty, whether their courses "make" or not.

Following Buddo's report there was a period of discussion. A major point of concern regarded what the impact would be on all of the university's summer programs. One senator stated that different department chairs seem to be taking different viewpoints on how to approach the summer teaching issue; some chairs seem to think it is inevitable that some faculty members will not get to teach, while other chairs seem to feel there is some hope that negotiation will be possible.

It was pointed out that many faculty members have taught courses in the summer without compensation and that in the summer of 1996 almost 700 students were enrolled in small classes that still brought in a significant amount of revenue. If these classes are shut down, where will these students and this revenue go?

Various senators expressed concern about the university's accounting procedures related to summer school and about whether the resulting summer deficit figures were an accurate reflection of the summer school financial picture.

Concern was expressed that a decrease in summer school course offerings would create a serious problem for many faculty members and academic programs.

After a further period of discussion, Baird suggested that a resolution be crafted by the Senate urging the administration to look further at the issue of summer school. The resolution agreed upon by the Senate was as follows:

"Whereas the faculty share with the administration a desire for a quality educational program within the context of a more efficient university, and whereas the proposed summer school changes do not address crucial issues, the Faculty Senate resolve that no change be made in the summer school program until the faculty, through the Faculty Committee on Academic Freedom, Responsibility, and Environment, have the opportunity to discuss with the administration the need for such a change and its potentially damaging implications."

Baird moved that copies of the resolution be sent to President Sloan, all vice presidents, deans, and department chairs. Wallace seconded the motion. Motion carried.

E. Updates on Senate Recommendations to Administration

1. BU-PP 712 Faculty Grievance Procedure
Knudson reported on changes recommended by the administration to the Faculty Grievance Procedure document prepared by a Senate subcommittee in Spring 1996. Wiley moved that the document be adopted as presented, with editorial changes. Fox seconded. Motion carried.
2. BU-PP 705 Faculty Dismissal Policy
In Spring 1996 a Senate subcommittee had recommended revisions to this policy, including the recommendation that faculty dismissal hearings be conducted by the University Hearings Committee rather than the Faculty Tenure Committee. K. Johnson reported that the administration's view is that such hearings should continue to be part of the Tenure Committee's responsibilities. Baird moved, and Pippin seconded, that this question be referred to the Faculty Committee on Academic Freedom, Responsibility, and Environment.
3. Proposal for Creating a Faculty Committee on the Budget
Stone reported that Dr. Schmeltekopf proposes a university-wide advisory committee on the budget, with faculty representation.
4. Policy and Procedure for Responding to Financial Exigency by Reducing Academic Programs
Losey reported on the administration's recommended revisions to the original document adopted by the Senate June 17, 1996 and forwarded to the administration June 20, 1996. A motion was made by Wiley, seconded by Barker, that these recommended revisions be referred to the Committee on Academic Freedom, Responsibility, and Environment. The motion carried.

Items 5 through 9 below were reported to be still under discussion by the administration.

5. Procedures for Discontinuance or Reduction of Academic Programs not Mandated by Financial Exigency

6. Recommendation on Lecturers
7. Compliance Between Faculty Handbook and BU-PPM
8. Defining Disabilities
9. Recording Communications

10. Tenure Study Recommendation
Buddo reported that the administration has indicated that the Tenure Committee's study of the tenure process continues in the hands of that committee. It was the feeling of the Senate that this study should involve a broader group of participants than the Tenure Committee. Basden will meet with Dr. Benesh, chair of the Tenure Committee, and Dr. Schmeltekopf, to discuss how the study will progress.

IV. Committee/Liaison Reports

- A. Faculty Committee on Academic Freedom, Responsibility, and Environment - Dan McGee, Chair
No report.

- B. Faculty Committee on Enrollment Management - Howard Rolf, Chair
Chair Rolf reported that a meeting of this committee is scheduled for November 5.

- C. Faculty Committee on Physical Facilities - Joe Yelderman, Chair
No report.

- D. Faculty Committee on Student Life and Services - Patricia Wallace, Chair
This committee has been studying the move to Robinson Tower of various offices that provide services to students: Student Retention, Student Athlete Services, Student Advisement, Registrar's Office, Career Services Center, and Attorney to the Students. Many offices have already moved or are scheduled to move. The committee submitted a report to the Senate (copy attached to file copy of minutes) regarding its findings. A motion was made and seconded that the report be adopted. Motion carried.

V. Committee Vacancies

John Wilson, chair of the Committee on Committees, recommended the following individuals to fill committee vacancies:

- A. Libraries: Robert Collmer (1998)

- B. Athletic Council: Harold Osborne (2000)
- C. Protection of Human Subjects in Research: Steven Eisenbarth (1999)
- D. Tenure Committee: Tom Featherston (1998)

The Senate affirmed these recommendations for forwarding to the President for consideration.

VI. Appointments

- A. Liaison to Staff Council
Senator Pippin was appointed to be the Senate liaison to the Staff Council.
- B. Santa's Workshop
Bill Hair has agreed to serve as the faculty representative for Santa's Workshop.

VII. Other Items or Announcements

Publicity Officer Losey announced that the Senate newsletter will be mailed soon.

All business having been completed, Senate Chair Basden declared the meeting adjourned at 5:41 p.m.

Respectfully submitted,



Karen Johnson, Secretary