

FACULTY SENATE MEETING
TUESDAY, February 16, 1999
303 Cashion, Hankamer
MINUTES

Present: Abbott-Kirk, Adams, Baird, Beck, Beckner, Bowery, Buddo, Carini, Chinn, Counts, E. Davis, Dunn, Farris, Genrich, Gilchrest, Hillman, Jensen, K. Johnson, P. Johnson, Johnston, Longfellow, Losey, McGee, Stone, Supplee, Tipton, Weaver, Wilson, Young

Absent: Conyers, C. Davis, Yelderman

I. Invocation

The meeting began at 3:35 PM; Gary Carini gave the invocation.

II. Consideration of Agenda

The following changes were made to the agenda:

Addition: Report on "Tenure with Reservation" from Kathy Hillman and Ray Wilson

Move discussion on Grievance Policy to Item IV

III. Administrative Decision Regarding Systematic Move to IBM Compatible PCs

Jim Patton (Psychology & Neuroscience), chair of the Technology Planning Council, addressed the recent decision to replace Macintosh computers with DOS/Windows-compatible machines over the next few years. The decision was administrative, and the TPC was not consulted.

Patton explained that in some sense, the decision was inevitable. Windows machines outnumber Macintoshes by a large number, and while Macs used to be the preferred computers in most education settings (including higher education), a number of universities have also made the switch. The primary reason for the shift, however, was economic--Windows machines are both cheaper to purchase and easier to maintain.

Patton also explained that for the vast majority of users (~95%) the change will be virtually unnoticeable. Microsoft Office for both Mac and Windows platforms are very similar both in layout and function, and both are able to create file types that are easily converted to the other platform. Finally, the Dean's retain the ability to override this switch, in cases where the Macintosh platform is clearly superior (or when the needed software runs only on Macs).

Patton then addressed several questions:

Q: Will most faculty have Windows machines on their desks?

A: Yes.

Q: What is the proposed time frame within which the decision will be implemented?

A: Most likely, the change will occur with attrition. As existing Macintoshes are due for replacement, they will be replaced with Windows-compatible machines. It is likely, then, that the campus-wide transition will take from 3-5 years.

Q: Was an existing "technology standards" committee consulted?

A: The committee would have been the TPC, but the TPC was not directly involved in the decision-making process.

Q: Will there be some sorts of "reasonable use" exceptions, for such things as graphics or typesetting?

A: Yes. The respective Deans would make such decisions.

Q: Is this change typical of other universities?

A: Yes. In general, universities are beginning to switch platforms, though it is by no means universal.

Q: Will there be training and assistance to help faculty and staff in the format change?

A: Yes, though some kinds of procedures--such as archiving and backup--may require a fair amount of time by the users.

Following discussion Weaver made the following motion:

The Faculty Senate expresses concern that neither the faculty nor the Technology Planning Council were consulted in the decision making process regarding this major change in computer platform, and expresses a desire to be involved in future discussions dealing with the transition to Windows-based machines and the oversight of academic implications.

The motion was seconded by D. Longfellow, and passed unanimously.

IV. Grievance Policy (Jim Wiley)

The completed Grievance Policy was distributed with the January Minutes, with the understanding that the Senate would take formal action at the February meeting. Wiley (Education) presented the Grievance Policy to the Senate.

The following changes were suggested:

- Hillman asked that the document specifically list each of the academic units who have representation: Arts & Sciences, Business, Nursing, Music, Libraries, Education, and Seminary
- The Chair Selection process was modified so that the previous chair calls the committee to the first meeting, rather than a Vice-President.
- The appointment of the committee, as stated in the existing proposal, allows for appointment by the Senate, rather than by the Committee on Committee. The Senate asked that this be changed so that the appointment process proceeds "using existing procedures."
- The Grievance Policy as presented does not include a mechanism by which President can be a participant, either as a Respondent or Grievant. The Senate suggested that the policy include a statement similar to: "If the President is either the Grievant or the Respondent, then the final appeal would be to the Board of Regents."
- The Senate also noted that the Tenure Committee includes 2 representatives from the College of Arts & Science, recognizing its much larger size. The Senate asked that the Grievance Committee follow the example of the Tenure Committee, and include two members from Arts & Sciences.
- Several minor typographical errors were noted to Wiley.

J. Losey moved that the Grievance Policy, as amended, be approved. The motion was seconded by R. Beck, and passed unanimously.

V. Enrollment Management Issue and UPC Meeting (Bob Baird and Elizabeth Davis)

At the most recent UPC meeting, it became clear that the decision about whether to grow has already been made: the University will likely follow the same patterns of gradual, incremental change characteristic of the overall growth of the last 30-40 years (in which enrollment doubled). The discussion now centers on how the University should accommodate this growth.

The Senate discussed this at length, and decided that in order to make informed decisions and provide useful input, faculty need to be aware of the kind of growth that Baylor anticipates. Most likely H. Cunningham and other university administrators have made such projections, such as those in 5-year financial models. However, the assumptions underlying this model are not known. Therefore, the Senate requested that Cunningham be invited to address the Senate regarding the enrollment and financial projections that have been made, and what might be the University's responses to this increase.

VI. Faculty Evaluation of Administrators (Chris Buddo)

The evaluation will be conducted via the Web, with the help of ITC. The web site is expected to be operational by March 1. Ben Pierce, the chair of the University Committee for the Protection of Human Subjects in Research, was consulted regarding whether this survey requires action from the University Committee. Pierce said, as described, it falls outside the purview of the committee.

Finally, McGee reminded the faculty that for such evaluations to be taken seriously by those being evaluated, faculty should be as constructive as possible.

VII. Task Force on Promotion policy (Jay Losey)

The Task Force's report had been presented to the Senate at the January meeting (see minutes from the Senate meeting of January 19, 1999, Attachment 5), with the understanding that formal discussion and action would occur at the February Senate Meeting.

After some discussion, Senators asked about "Appendix A" of the report, which discusses alternative titles for faculty rank. Losey explained that proposals in this Appendix were not supported by the majority of the committee, and was included only as a type of "minority report." After a brief discussion, Hillman moved that the Promotion Policy--without the section titled "Appendix A" -- be approved. The motion was seconded by Bowery, and passed unanimously.

VIII. Report from Senators Hillman and Wilson concerning "Tenure with Reservation."

Hillman and Wilson report the consensus of the University Tenure Committee appears to be to eliminate the category of "Tenure with Reservation." Both, however, expressed concern that doing so would have the effect of reducing the number and quality of comments on faculty response forms. Currently, "Yes" and "No" votes are often given with no written justification by the voting faculty member, making the University Committee's job considerably more difficult.

Hillman moved that the University Tenure Committee eliminate the category of "Tenure with Reservation", but only if the evaluation form is also modified to solicit, even require written comments by the voting faculty. The motion was seconded by Losey, and passed unanimously.

IX. Committee Reports

A. Faculty Committee on Academic Freedom, Responsibility, and Environment (Bob Baird).

The Committee will meet Feb. 26 to begin discussing the procedures for oversight in student evaluations of faculty.

B. Faculty Committee on Enrollment Management (Elizabeth Davis)

The Admission office has admitted 3929 students, roughly 70% of all who applied for admission. 1276 students have sent in their deposits.

C. Faculty Committee on Physical Facilities (Joe Yelderman). No Report

D. Faculty Committee on Student Life and Services (Gary Carini). No Report.

E. Athletic Council (Mark Dunn). The Athletic Department is reviewing its self-study which will be submitted to the NCAA.

The new ballpark at Ferrell Field will not be completed until after the season, and lights will not be functional until April.

F. Staff Council Liaison (Nancy Chinn). No Report.

H. Senate Newsletter and Web Page (Buddy Gilchrest)

The next issue is imminent. Deadline for information in the next Newsletter is approximately March 20.

X. Miscellaneous

A. Upcoming election of new Senate members (Chuck Weaver)

Senate Elections will be held Feb. 27-March 6. Arts and Sciences will be electing 3 Senators. The Schools of Business and Education, Engineering and Computer Science, Truett Seminary, and the Faculty of the Library will each elect 1 Senator. (The Schools of Music, Nursing, and Law have no Senate openings this year.)

Nomination forms have been sent to all full-time faculty; nominations will be accepted through Friday, Feb. 26, 1999. Once nominations are compiled, ballots will be mailed. Ballots will be accepted through Friday, March 6.

B. Discussion of benefits and retirement committee (Bill Jensen)

Jensen requested that the Senate consider the formation of a committee on Benefits, Salaries, & Retirement. After discussion, the Senate asked that P. Johnson, a member of the Compensation, Benefits and Personnel committee address the Senate regarding the actions of this committee. The Executive Committee will also discuss the idea, and bring it to the Senate for discussion and/or action at a later date.

C. Provost's Response on the reporting of "religious activities" on faculty members' annual reports (Chuck Weaver)

Copies of the Minutes from the Senate meeting of January, 1999, were sent to the Provost's office (as is routinely done of all minutes). The Provost responded to the Senate discussion regarding required annual reports of faculty members' with the following statement:

RE: Faculty Senate Minutes 2/6/99

Chuck: Thank you for the Senate minutes. One clarification should be made in the 1/19/99 minutes. Regarding the reporting of church activity by non-tenured faculty, it is more accurate to say that they are encouraged to do so, not required. This is consistent with the mandate of the Board of Regents--then the Board of Trustees--in the early 1980s that Baylor faculty members are "encouraged" to participate in and be members of a local church. (This policy of the Board has not been changed; it remains the will of the Board.)

I have never told a faculty member or told anyone else to tell a faculty member that he/she (the faculty member) is required to report on church activity. I have, however, encouraged it and in particular within the context of the annual tenure review of tenure-track faculty members.

Kindest regards, Don [Schmeltekopf]

D. Chair reports on:

(1) Request to Provost regarding status of Faculty Dismissal Policy, Policy on Financial Exigency and reduction of Academic Programs, and Reduction of Academic Programs not mandated by Financial Exigency

No response yet.

(2) President's Faculty Forum, 2/4/99

The Faculty Forum was fairly well attended, and 37 questions were submitted. Only 8 questions were explicitly addressed, but all were forwarded to the President's office. Some discussion ensued as to the on-going format of the Faculty Forums, with a consensus that while the existing format is not ideal, we should continue sponsoring them on a regular basis.

XI. Other Items or Announcements

McGee reported that the Provost has expressed a willingness to examine the Challenge Program, and to entertain the possibility of capping the number of such students in future admissions cycles.

With no further business, the meeting was adjourned at 5:55 PM.

Respectfully submitted,
Chuck Weaver

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