

## MINUTES FACULTY SENATE March 25, 1997

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, Bowery for Baird, Barker, Basden, Buddo, Chinn, Baldwin for Davis, Edwards, Farris, Fox, Garner, Gordon, Wilson for Hillman, Jensen, K. Johnson, P. Johnson, Knudson, Longfellow, Losey, McGee, Miller, Pippin, Robinson, Rolf, Stone, Wiley, Willis, Yelderman, Counts for Youngdale

Absent: L. Adams, Conyers, Wallace

Guest: Dave Roberts

### **I. Invocation**

The invocation was led by Jim Wiley.

### **II. Approval of February 18 Minutes**

The minutes of the February 18 meeting were approved as distributed.

### **III. Presentation by Dave Roberts, Head Football Coach**

At the invitation of Senate Chair Basden, Coach Dave Roberts spoke to the Senate about his expectations for the academic performance and success of student-athletes. A summary of his comments follows:

Every student-athlete should be expected to maintain a GPA of 2.5 or better. Every student-athlete should graduate in four years; we should achieve a 100% graduation rate. Athletes should attend classes and be expected to work up to their capabilities. The university needs to increase efforts to bring in better students and to recruit students who are a good "fit" with Baylor. Roberts has told his players that winning starts off of the field first, that he expects everyone to graduate, and that student-athletes should show themselves to be dependable and accountable for their actions.

A brief period of discussion followed Mr. Roberts' comments. A summary of some of the questions and answers follows:

Question: What changes have you made [to stress the importance of academics]?

Answer: For students who are having academic difficulties and/or class attendance problems, there are study hall requirements, with early morning study sessions--beginning at 5:30 or 6:00 a.m.--required for certain students.

Question: What standards do you expect before you will sign a player; for example, what if the player does not meet NCAA standards?

Answer: If the student has a good GPA in high school, but struggled on the ACT or SAT exam, we may go ahead and sign him. We would prefer to have everyone come in with good grades, and we will try not to sign poor students.

Question: What is your policy on [class] attendance?

Answer: Everyone should be in every class, especially those students who are struggling academically. The football team will not leave for games until about 1:30 p.m. on Fridays, so virtually no classes should be missed.

Question: What attracted you to Baylor?

Answer: Baylor is very similar to Notre Dame in many ways. Both schools show great concern for the welfare of student-athletes and have high expectations for these students. There is also a great opportunity for Baylor as a private school to be in the Big Twelve Conference.

Question: What can be done to get more students involved in and enthusiastic about the football program?

Answer: I will be visiting many of the campus organizations to speak and to invite them to the games and ask for their support.

Baden and the Senate expressed their appreciation to Roberts for attending the Senate meeting, and Roberts then departed.

#### **IV. Senate Elections Report**

Senate Secretary K. Johnson reported to the Senate on the recently-completed elections. The College of Arts and Sciences elected seven senators, the School of Music elected one senator, the School of Nursing elected one senator, the Hankamer School of Business elected two senators, and the School of Education, after a run-off election due to a three-way tie on the first ballot, elected one senator. Combining the figures for the five academic units that participated in the elections, 59.3% of the ballots that were distributed were returned. A memo containing the names of the newly-elected senators was distributed to the Senate. (A copy of the memo is attached to the file copy of the minutes.)

#### **V. Items from Council of Deans/Provost Schmeltekopf**

##### **A. Committee to Study the Student Evaluation Process**

Senator Buddo reported to the Senate that Provost Schmeltekopf has appointed a committee, of which Buddo has been named chair, to study the process by which students evaluate faculty. The committee held their first meeting on March 21. Buddo distributed to the Senate copies of the memo from Schmeltekopf to the committee outlining their task. (A copy of the memo is attached to the file copy of the minutes.)

The committee will focus on two issues:

(1) What are faculty supposed to do with student evaluations; how are these instruments to be used? The Baylor Personnel Policy Manual says nothing about them. The Tenure Committee has been known to request them as part of the tenure recommendation process. Buddo indicated that he was investigating whether they are supposed to be used for merit pay decisions or only for faculty development.

(2) How should abuses of the evaluation process (originating from students or faculty) be handled and prevented? The committee will look at how other institutions handle this issue.

During a period of discussion, one senator asked if the committee will solicit input from the faculty. Buddo responded that the committee would welcome input, but that such input should be limited to addressing what the committee is charged to do, which is to study the evaluation process, not the evaluation instrument. Basden suggested that senators let their colleagues know that this issue is being addressed and that input can be directed to Buddo or other members of the committee.

## **B. Faculty Handbook Update**

Basden reported that Provost Schmeltekopf has indicated that he would like to see the Faculty Handbook distributed soon. Basden and Buddo will meet with the university's senior counsel, Bill Underwood, to recommend that the handbook be published even if some policies are still under review. The completed portions of the handbook would thus be available, and the policies still under review would be so noted.

## **C. Faculty Workload Policy**

(In the Spring of 1996 the Senate approved a Faculty Workload Policy developed by the Faculty Workload Task Force chaired by Joe Cox. This item was on a recent list of unfinished business submitted to the administration by Chair Basden and which Provost Schmeltekopf indicated has undergone initial review only.)

Senator Buddo reported that Provost Schmeltekopf has asked Buddo to attend the April Council of Deans meeting to discuss the faculty workload document and to make the deans aware of the workload policy and of the need for academic units to observe the policy.

## **D. Consideration of the Budgetary Process by the Financial Resources Committee of the University Planning Council**

Members of the Financial Resources Committee of the UPC, including Terry Maness, Harold Cunningham, Bud McGregor, and Reagan Ramsower, have recommended that there be a broader involvement in the university's budgetary process. What specific form this broader involvement will take has yet to be determined, but Basden indicated that this recommendation adds strength to the Senate's position on this issue. (In June 1996 the Senate adopted a proposal for creating a faculty committee which would be involved in the budgetary process.)

#### **E. Status Report on Concerns Over Student Absences for University-Related Activities**

Basden reported that the Council of Deans discussed this issue at their last meeting. At least three student groups are affected:

- (1) Athletes - Athletic Director Tom Stanton is making sure that coaches and athletes know the university's attendance policy and observe it. Some team travel schedules have been adjusted so that a minimal number of classes are missed.
- (2) Music ensembles - Dean Lamb reported that the School of Music is dealing with the absence issue and is seeking to keep the problem to a minimum.
- (3) Student Foundation members - Basden spoke with Missy Wells, the director of Student Foundation, who indicated that she makes it clear to students that she expects them to avoid missing exams and quizzes, that they should limit the number of trips taken in one semester, and that all trips are voluntary.

In response to this report, one senator stated that he feels the university is moving in the right direction in dealing with this problem and that awareness of the issue is being heightened.

#### **F. Study of Flat Tuition Rate Proposal**

Basden indicated that this study is ongoing and the proposal is not a dead issue but rather is still being discussed and considered. The administration wants to wait and see how the four-year guaranteed tuition works before adopting another new tuition system.

### **VI. Committee/Liaison Reports**

#### **A. Faculty Committee on Academic Freedom, Responsibility, and Environment - Dan McGee, Chair**

McGee reported on the AFRE Committee's work on the following matters:

- (1) The committee has reviewed and discussed the document entitled "Enhancing the Academic Environment at Baylor University," by Provost Schmeltekopf and Vice Provost Vitanza. McGee brought before the Senate a recommendation

containing five statements related to the document in question (a copy of the recommendation was distributed to the Senate by e-mail prior to the meeting) and asked that the Senate endorse the statements.

A friendly amendment was offered to statement #3, which would change the wording of that statement as follows (strikethroughs show deletions and bold type shows additions): "AFRE recommends that the Senate appoint an ad hoc committee that would include the Chairs of the five four standing subcommittees (or their appointees) and a representative from the Senate Executive Committee; these individuals would meet with Drs. Schmeltekopf and Vitanza (or their appointees).

McGee made a motion that the recommendation be endorsed as amended. The motion carried. Basden indicated that he will communicate this recommendation to Provost Schmeltekopf.

(2) AFRE has reviewed and formulated a response to changes suggested by the administration to the document entitled "Policy and Procedure for Responding to Financial Exigency by Reducing Academic Programs". (A copy of the committee's response was distributed to the Senate by e-mail prior to the meeting.) A summary of the committee's response:

In Section III.(A), the administration had deleted AFRE as a possible consulting body in the decision-making process. AFRE still thinks its input might be of value but does not hold that its inclusion is crucial for the implementation of these procedures.

In Section III.(H), the committee takes the strongly-held position that affected faculty should have the right to a hearing before the Grievance Committee, not the Tenure Committee.

In Section IV.(A), there are significant differences between the administration's suggested changes to the document and the committee's recommended wording. As these differences deal with the important matters of termination notice and severance package negotiation, McGee suggested that the Senate Chair recommend to the administration that there be further conversation on this section of the document.

In conclusion, McGee moved that the Senate recommend to the administration that changes be made, as suggested by AFRE, to the document entitled "Policy and Procedure for Responding to Financial Exigency by Reducing Academic Programs." (In the course of the discussion, minor editorial corrections were made to the document.) The Senate voted in favor of the recommendation.

(3) Reminder from AAUP

Senator McGee, at the request of Senator Baird, reminded the Senate that on Friday, May 16, Dr. James Perley, the national president of AAUP, will lead a half-day workshop at Baylor on tenure. Forty-two faculty members have already signed up for the workshop. Interested senators are encouraged to contact Donna Praesel at extension 3368 for further information.

**B. Faculty Committee on Enrollment Management - Howard Rolf, Chair**

Rolf presented three recommendations to the Senate as follows:

(1) The Faculty Committee on Enrollment Management (FCEM) supports the recommendation of the Arts and Sciences Curriculum Committee to limit transfer work to fifteen hours after matriculation at Baylor. FCEM recommends that further limits be placed on the number of hours of required courses in a field that may be transferred.

(2) FCEM recommends that the recommendation to change to a flat rate tuition per semester for full-time undergraduate students with a twelve to seventeen hour course load be implemented; for other semester hour loads, tuition should be prorated.

(3) FCEM recommends that short terms proximate to the spring and/or fall semesters be added to increase summer school tuition income.

Rolf made a motion that the Senate endorse these recommendations. Fox seconded the motion. The motion carried, and the recommendations will be conveyed to the administration.

**C. Faculty Committee on Physical Facilities - Joe Yelderman, Chair**

No report.

**D. Faculty Committee on Student Life and Services - Patricia Wallace, Chair**

Basden reported for Wallace that the committee expects to receive the results of a recent student poll regarding the need for increased university-owned student housing.

**E. Staff Council Liaison - Rusty Pippin**

No report.

**F. Compensation, Benefits, and Personnel Committee**

Senator Knudson reported on a recent meeting of the committee. Mr. Richard Jackson reported to the committee that the switch to the Blue Choice plan and a

change in hospital reporting resulted in an unintentional change in benefits, which had resulted in higher charges for emergency room visits than had been the case under the previous coverage. This problem has been corrected so that as of March 1, 1997, an emergency room visit should only cost the \$50 co-pay. The deductible for physicians' fees is waived and the remaining charges are covered at 100% up to \$1,500.

## **VII. Other Items or Announcements**

### **A. Appointment of Nominating Committee**

Basden proposed that the Senate Executive Committee serve as the Nominating Committee. No objections to this proposal were voiced. Basden invited the senators to make nominations or recommendations for the Senate positions to be filled during the annual election of officers to be held at the May Senate meeting.

### **B. Senate Service Preferences**

Basden directed the senators' attention to the 1997-98 assignment preference sheets which had been distributed at the beginning of the meeting. He asked that senators complete and return the sheets so that individuals' preferences can be considered in making assignments for the coming year.

All business having been completed, Senate Chair Basden declared the meeting adjourned at 5:35 p.m.

Respectfully submitted,

Karen Johnson, Secretary