

Faculty Senate Minutes

12 September 2006

Room 303 Cashion

3:30 p.m.

Members Present: Senators Baldrige, Blackwell, Cannon, Diaz-Granados, Duhrkopf, Johnsen****, Longfellow, Losey, McGlashan, Pennington, Purdy, Rosenbaum, Sadler**, Stone, Supplee, Tolbert, Vitanza, Wilcox*, Chonko, Gardner, Kayworth, Nunley***, Rajaratnam, Cloud, Connally, Cordon, Boyd, Green, Sturgill, Brown, Myers, Garner, Miner, Spain.

*Serving remainder of Randall O'Brien's term

**Serving remainder of Susan Wallace's term

***Martha Agee is sitting in for Patricia Nunley.

****Susan Johnsen is sitting in for Eric Robinson

Members Absent: Lai Ling Ngan

I. Senate Chair Vitanza called the meeting to order at 3:34 pm and welcomed invited guests President John M. Lilley and Provost, Executive Vice President Randall O'Brien and Chief of Staff Karla Leeper

II. Chair Vitanza offered the invocation.

III. President Lilley recommended that all who happened not to be at the University faculty/staff meeting should get their faculty packets. President Lilley emphasized that he is grateful for where the University is and intends that we make future plans consistent with our vision; he hopes that everyone will participate in our operational planning. Expensive plans might need to be delayed and prioritized for financial reasons. Strategic planning is not new at Baylor, but the extent to which it must be linked to our fund-raising is new. Our operational plans and incremental plans will proceed as normally they do, but bigger plans will be scrutinized by a large Strategic Planning Committee. *Senator question:* Where is the strategic planning document to be found? *Chief of Staff Leeper:* The document is on the website and your Dean and Department Chair already have copies. *President Lilley* added that prospects for external funding will require that all plans fit into the strategic plan. *Senator question:* When will the training for Chairs occur? *Provost O'Brien:* There will be three seminars this semester and two next semester. *Senator Question:* What kind of training will be included for the project of strategic planning? *President Lilley:* The training will also include training in annual evaluations. Major strategic plans will need to be completed and submitted by the end of December. The Strategic Planning Council will look at those plans in the spring. For incremental items, departments will need to explain why they want additional funding and what they intend to do with it: And they must show how their plans fit with our mission and vision. *Senator question:* When will the location of the Psy.D. program be decided and will the Strategic Planning Council be involved? *President Lilley:* We are

in transitional stage in developing a process for space allocation and we are not now sure how that issue will be resolved. *Senator Question:* What about the renovation of the second and third stories in Sid Rich? (Further discussion followed.) *President Lilley:* We anticipate it will be spring before the final decision is made. Again, strategic planning will drive the budget, and the SPC is being created right now. *Senator question:* There is some dissatisfaction over the way Project Office is being used; it appears that a Project Office request was required to transfer \$50. *President Lilley:* Project Office is important because we need to know the financial impact on the University of all decisions and programs. (Further discussion followed about the issue of the financial impact of study abroad programs and the way Project Office addresses those requests.) *President Lilley:* Project Office provides the necessary information to allow us a way of getting at the true cost of these programs. *Provost O'Brien:* When Project Office was first implemented it was to insure fiscal responsibility with University resources, and to be sure financial commitments were consistent with institutional revenues. We have moved—compliments to Bill Mitchell—from 51 study abroad programs earlier to 73 such programs currently. We hope every student can get international experience, and we do not want to discourage new programs. But some of these programs are very costly, and we need to know what our costs will be so that we can make decisions with full information. Priorities need to be established because of the relative costs of these programs. Let's get all the relevant concerned parties into a meeting to try to figure out the real costs to the University. *Senator question:* There has been concern expressed about the appointment of a new Director for International Studies: How is the appointment being handled? *Provost O'Brien:* I made a mistake in the process I followed for making the appointment though I have full confidence in the outcome of that process. (Senators expressed agreement on both counts.) *Senator question:* Why do full-time lecturers not yet have contracts? *Provost O'Brien:* I didn't know that there were some lecturers without contracts until I met with a lecturer last Friday, but we found that the problem was back down in the organizational chart. The necessary paperwork was not put forward, and it was just an oversight in that particular case. But unless the necessary paperwork is put forward, we can't process the request through Human Resources to issue a contract. I'm hopeful all the cases are like this one and will be resolved quickly. But we'll do something about the situation; we have in place a new organizational procedure and things are going to change. *Senator question:* Is there hope for a more efficient tenure review process? *Provost O'Brien:* We intend to be more efficient in the future. We have not been able to get the decisions through the tenure committee and there have been delays we did not foresee. We can't tell you exactly when, but an announcement will be made soon. *Senator comment:* The President and the Provost are to be complimented on the efficiency of yesterday's faculty meeting. *Provost O'Brien:* Concerning the University Curriculum Committee: In the future it's going to be a working committee; it'll be a committee on steroids! The University Curriculum Committee will be the final arbiter for course approval, particularly in questions of course content offered in one academic unit being duplicated in another unit. *Senate Chair Vitanza* thanked our three guests for coming and sharing their thoughts with the Senate.

V. Old Business: (20 minutes)

Health Insurance update (Senator Cloud): An information package was put together for all senators regarding salaries, compensation, tuition remission, and health insurance. Our proposal for a cost of living provision for faculty and staff was removed by the administration; our action at the February meeting is now in hands of the current administration. Dr. Lilley inherited that issue among others. We addressed the tuition remission issue last spring; relevant data came to us on May 4, and we had no time to make a recommendation. We'll move forward this fall on that issue; then we'll move forward on the health Insurance issue. We want children fully vested for tuition remission after 3 years of employment, and we hope to get this done by November. The Board of Regents implemented some changes apparently because they thought of Baylor as too generous compared with other Universities. (Discussion followed.) President Lilley will have to go back to the board to get any change.

Promotion Policy update (Senate Chair Vitanza): Senate concerns about the provisions for outside evaluation for candidates for promotion from Associate Professor to Full Professor were expressed in the Executive Committee meeting with the administration. President Lilley has made clear that this outside evaluation will be a part of our new promotion policy procedures; he regards external review as necessary to secure appropriate evaluation of scholarship. The Executive Committee did seek a change in the language of the policy from the requirement that a candidate have a national and international reputation to the expectation that the candidate's scholarship be evaluated as excellent by established authorities in the relevant field. See second paragraph page 2. *Senator Question* about gender balance in ranks: *Response*: The Executive Committee did not raise the issue in the meeting with the administration, but it is a situation that needs to be considered. On issues of contracts and personnel, please let us know if faculty members in your department have experienced problems. The disparity between the numbers of men and women a real problem at every level, but especially at the level of Full Professor.

Although it is clear that the Senate will not be able to change the requirement for the outside evaluation of scholarship, we believe the administration is committed to making a transition to this policy that will still respect the meaningful investment of faculty members' lives in the University community. *Senator question*: How should we think about the difference in work loads? How can a faculty member make appropriately greater investment in research while teaching four courses per semester? *Response*: We believe the administration understands that appropriate annual increases in compensation is a different issue from promotion .

Senate Communication to Faculty (Senate Chair Vitanza, Senator Sturgill): The Faculty Senate has its own email address. The Senate can now send messages out using that address, but recipients will not be able to reply to the message. Instead we will request faculty members to address their concerns to individual senators. *Senator question*: In the past each senator has had a specific constituency to whom he or she reported. Who is

our constituency group this year? (Discussion followed.) Some senators expressed the view that if individual faculty members are assigned to a particular senator, they will feel more represented and involved. Senator Sturgill agreed to make the individual assignments.

Discussion of Priorities for 2006-2007:

Faculty Personnel Issues

- Handling of faculty contracts and Human Resources
- Consistency, efficiency, and fairness in the tenure process
- COLA and equity in salaries
- Classification and treatment of lecturers

Discussion: the tenure committee and the appeals process.

Further discussion: There is an attitude of acceptance toward increasing numbers of lecturers to enable more tenure and tenure-track people to do research; this issue of temporary lecturers is of great concern. On COLAs, the administration has had our recommendation since February, and we'll raise that issue at our next meeting with the administration.

Faculty Governance issues:

Policy revision process: The policy for making policy revisions is currently being developed. The purpose of the policy is to insure that changes are not made in private; the process should be visible and transparent. The Senate will likely be involved in most of these revisions.

Selection and evaluation of chairs and deans: Senator question: Can a department keep a chair more than three years? *Senator response:* The current document being discussed allows for a continuance beyond the two three year terms if the department and the administration agree that this is desirable. . (Discussion followed.) The policy needs to specify exactly when the chair evaluation takes place. In the past evaluations have sometimes been done in the summer when faculty are not available, which is, of course, a bad idea. *Senator question:* What is the policy for the appointment of chair search committees? *Response:* Normally the Dean makes the appointments after consultation with the department faculty; however, some earlier documents have called for the election of the committee by the department faculty We need to know more about the process, and we'll have more discussion of this policy issue in the future.

Minutes: Minutes from the May 2006 meeting and the Senate retreat in August 2006 were approved by acclamation.

Academic issues:

Honor Council/Code: There have been changes in the honor code, and we need more information about the nature of the changes; we'll meet with Dub Oliver to discuss our concerns about the Honor Council being outside the division of Academic Affairs. Because the Honor Council deals with academic violations we believe the Provost's Office as well as the Division of Student Life should be involved in the work of the Council.

Changes in Academic Support for Athletes: We need a committee to investigate academic support for athletes. Administrative oversight of this support has recently been moved from the Success Center to the Athletic Department. Senators expressed concern that this new arrangement will increase the possibility of academic abuses. We have to take this issue seriously.

The future of Summer School: Naymond Keathley now has the responsibility to make inquiries and recommendations about summer school. A committee has been appointed by Provost's office for this purpose.

Senator question: There appears to be a new advising system. Some students are being told that they must be advised by that Office of Academic Advisement, but some departments provide their own students with advisement; they want it done in the department. It's confusing for students to be told they have to be advised by that office rather than by the department. *Senator comment:* During the previous administration we had a committee on advising that served as a liaison with the administration; that committee does not exist anymore.

Senator report: Patricia Nunley is doing well; all tests show improvement, and she will probably be back in the spring.

Committee Reports

Academic Freedom (Senator Longfellow): No report

Enrollment Management (Senator Sturgill): No report

Physical Facilities (Senator Brown): Report attached

Student Life (Senator Chonko): No report

Liaison Reports

Council of Deans (Senate Chair Vitanza): Discussion focused primarily on promotion policy.

Athletic Council (Senator Connally): No report

Staff Council (Senate Chair Vitanza): The Staff Council are approving a new constitution providing for representation by election rather than by appointment. The Senate Executive Committee suggested that the Council should report to the Provost.

Student Government (Senate Chair Vitanza): The leadership of Student Government is working to get the Science Building open 24 hours per day. They are also seeking to increase the number of dead days. They hoped the Senate could help raise awareness about the dates for Homecoming among faculty members so that syllabi could take into account those dates. They are trying to get approval for non-Baptist religious groups to meet on campus, and the prospects for that possibility look good.

Personnel, Benefits, Compensation (Senator Ngan): No report

New Business:

Appointments to Committee to Recommend Faculty Ombudsman (Senate Chair Vitanza): The Executive Committee agreed with the administration that the committee should be constituted with three members appointed by the Provost and three members selected by the Senate. The Senate members will be Frieda Blackwell, Rita Purdy, and Joan Supplee.

Recommendation to create a Faculty Senate Committee on Faculty Governance (Senator Cordon): The Senate Committee to Review Committees recommends that we establish a Senate Committee on Faculty Governance, a committee to provide support to the University Committee on Committees by receiving annual committee reports and making recommendations for the adding or elimination of committees..

Handling of Minutes (Senator Rosenbaum): We intend to send the minutes out for approval within a week, secure approval, and put them on the Senate website within two weeks of the meetings.

Web Site Recommendations (Senator Sturgill): The Senate website is up and we welcome comments. We are considering putting pictures of senators on the site but want the approval of the Senate before taking any action.. Senators largely approved this idea.

Fund Raising: In the fall semester, the administration wants to emphasize charitable giving to United Way in order to demonstrate University integration with the larger Waco community. This means discontinuing official sponsorship of the Heart Association Heart Walk (though continuing to provide facilities for the walk.) President Lilley would like the Senate's support for this idea. Let's think about that and address it at our next meeting. And President Lilley intends to promote a higher level of encouragement to contribute as a way of demonstrating support for the larger Waco community; he believes it will help his efforts at fund-raising.

Adjourned: 5:56 pm.

Respectfully submitted,

Stuart Rosenbaum, Secretary