

FACULTY SENATE MINUTES

February 12, 2008
Room 303 Cashion
3:30 p.m.

Members Present: Senators Blackwell, Bowman, Boyd, Brown, Cannon, Cloud, Connally, Cordon, Diaz-Granados, Duhrkopf, Gardner, Garner, Green, Kayworth, David Schlueter (for Korpi), Lehr, Longfellow, Long, Losey, Miner, Myers, Ngan, Nunley, Pennington, Purdy, Rajaratnam, Rosenbaum, Sadler, Spain, Stone, Sturgill, Supplee, Talbert, Tolbert, Vitanza.

I. Welcome and Invocation

The meeting was called to order at 3:34. Senator Sadler offered the invocation.

II. Guests: President John M. Lilley Executive Vice President and Provost Randall O'Brien

President: I thought I would briefly comment on the Regent's meeting. We had a huge agenda. We looked at the master plan, both in the long term and the short term. We changed the religious organizations policy to allow other Christian student organizations to be founded on campus. We created new Ph.D. degrees including one in the Business School and in what we are calling the earth, wind and fire programs. The Regents also approved summer capital projects and modified the budget to take into account new positions that have been created this spring.

Provost: First, I would like to give you a chance to ask questions about the report from the Regents meeting. For the new programs in earth, wind and fire, these have been in existence for several years but had never been approved by the board. We thought we needed to go back through the process and get this approved.

Senator: When the Regents meet, they block off a whole parking lot behind Sid Richardson. It would probably suit them if you sealed off just one of these lanes. There were a lot of parking places that went empty on Friday. They have done it this way in the past. You could just set up the cones on one of the aisles instead of the entrance. *Provost:* That's a good point. With 26 regents, we probably don't need all those spaces.

Provost: I would like to respond to your concerns about faculty designations for various positions such as master teacher, distinguished professor, etc. We have descriptions for all of these. We didn't think we had one on master teacher, but

we found one this week. However, we could still use some help on the definition of master teacher. As a university, I don't think we have a history of celebrating these appointments. If we are going to, we are going to need a set of agreed-upon criteria. The provost read from the current policy on the master teacher designation. In my mind, these criteria don't resolve these issues. Now that we read this description, we still see that many of these criteria are still subjective. If we're talking about excellent teaching, then, maybe, student evaluations should be considered. Maybe the recommendation should come from the faculty in a particular department rather than from the President. We can also see that some of these criteria have not always been followed. If there are several people who might qualify, how do we choose one to receive the designation? I think that's why it's important for us to offer some objective criteria for the President to consider for making these appointments. *Senator:* When I think of master teacher, I think of words like 'legendary.' These were the kinds of people who, by the time they were named, it was a surprise they weren't already master teachers. *President:* That's why we want criteria that are a little more objective.

Senate Chair: The other item I suggested was a continuation of the discussion about the university website. *Provost:* The surveys that were done to determine why students choose a particular college were taken and used to construct the website. There has been some attempt to put some academic images on the site. *President:* It was clearly based on research for undergraduates. We get thousands of hits and, since it's been redesigned, visitors are staying on the front page much longer. *Senator:* Is this research done on those students who enter Baylor or on a wider community? *President:* It's done on high-school juniors from Texas. *Senator:* There is little acknowledgement given to academics on that front page. *Senator:* I think that's important since it is undergraduate tuition that supports the university. *Senator:* That's true, but, if you look at peer institutions, ours is very different, even compared to others like SMU and TCU. *Provost:* On one hand, we can say that at least things like our SAT score are going up. Of course, we can't say the website is responsible for this. I have had parents say to me that they notice the difference between a TCU premiere and ours. We could probably do better on that. *Senator:* I think it is important to have a strong academic involvement with student life in designing these events. We are concerned about the appearance of the webpage because it seemed to be part of a trend in recruitment where student life took precedence over academic issues. There was some discussion about the web addresses and the different systems and styles for various types of campus web addresses. *Senator:* I wouldn't put too much faith in visitors spending extra time on the home page. It's much more complicated now and it may be taking longer for students to find out where they want to go. *President:* These are important points. As you know, I don't care how well we think we're doing, if we can do better. *Senator:* One thing I will say is that the out-of-town rallies have started to incorporate faculty members. At one of these, I had a parent come up and thank me about the frank talk about academics.

Senator: I've completed the faculty reviews in my department. Among the most prolific researchers in the department are complaints about the amount

of time consumed by project office. The concern is that the university is not supporting the administrative end of this. I got this message at least 3 different times. This is both with respect to hiring, switching people between grants and the administration of grants. Also, we have had frustration on the matter of support in processing patents. I talked to two other people who have patents and Baylor has basically given up on their patents. *President:* Is this a problem with Office of General Counsel or with Truell's office? *Senator:* I have had trouble with legal counsel. I've talked with others who are having trouble getting patents processed in a timely fashion. *President:* If you were not in the Senate, how would I have known about this? *Senator:* You would probably have gotten something through the dean. *President:* We'll follow up on this.

Senator: I didn't hear anything about the relationship between Regents and Alumni Association. Is there anything to be said here? *President:* The Regents gave instructions last year that are being implemented. I think we are making progress, but it takes a while to get things worked out. The Alumni Association has voted now to become independent. This is a complicated thing. I am grateful for the cooperation from Bill Nesbitt.

Senator: Anything on the issue of board size? *President:* The board is studying that now. It's an issue that's still open.

Senator: What's the status on tenure decisions? *Provost:* The decisions should be made by one week from Friday and may be made by one week from tomorrow. I shared that timetable because all the work that I have to do hasn't been done yet. The President and I have a meeting scheduled for next Wednesday. If we have to work late several nights, it may be Friday.

Senate Chair: The new Ombudsperson Policy that the president signed in January calls for a selection committee. We will need to appoint members of that committee.

President: On the issue of parking. We are looking at revisiting parking for this fall in terms of who can park where. There is concern that we don't have enough parking enforcement during the day. I've learned that, during the day, it's the parking group, and, at other times, it's the police. We are thinking about moving the time change for variable parking to 7:00 rather than 8:00 for people who have to teach 8:00 classes. We are looking at making the Speight Street garage faculty and staff only. We are looking at a lot of things.

There was some discussion about collecting and making available all current university policies, and also some discussion about the need to develop policies for particular situations that are not covered by current policies (e.g. research leave). *Provost:* I think we are always going to be refining policy and clarifying practice.

III. Guest: Karla Leeper, President's Chief of Staff

We have a policy committee. It's a broad-based committee. We undertook the project in four phases. We needed to gather up all policies, put them on a

website that's functional and figure out how to keep from having to do this again. We looked at other institutions to see what they did. We took pieces from different websites. They are building our website right now. We had to collect and review existing policies and establish an ongoing review process.

We want to concentrate on university policies rather than, say, department policies. We may be able to link to department policies later, but that's not our focus now. We wanted to put these policies into categories based on what they cover. We want to build a web site structure that matches these categorizations and to decide where the policies should be linked from. We want to place it where it should primarily live and then link it from other relevant places. *Senator*: Is it expected that all policies will be viewable everywhere? *Leeper*: Yes. The idea is to have something that's transparent.

Right now, nobody owns some of these policies. If that's the case, nothing is going to be done in terms of revision. Every member of the committee was charged with finding policies. We accumulated information on the policies in one big spreadsheet, and then we began the task of going through each policy. We wanted to see how current each policy was. In terms of clarity and coherence, we found a lot of policies that didn't make any sense or conflicted with other policies. As we've gone through these policies, we annotated the issues we found. We are not making the changes ourselves. We've also developed keywords for each policy so we can have a search engine that will let people search for them. This work is about 80 percent complete.

In terms of publication, we've talked to IT about what we want our website to look like. They have started building it. The goal is to have all policies in an outline that makes sense and to have them keyword searchable. The Purdue website has a good example of what we'd like to have. We would like to have a place for recently issued or revised policies and even a place for policies that are out for comments. This is about 15 percent complete.

On the topic of ongoing review, we want to refer all the policies that have issues to appropriate groups. The work on this will be assigned to many of the existing faculty committees, so the current work to restructure committees is very important for this.

I want to show you what we would like to have. The Cornell website had a function we really liked. They have a system for managing the creation and revision of policies. It lets you know where each change is in the process. The documents accompanying this process are all saved with the policy. We would like to do a better job of keeping, not only the policy, but also the rationale behind it. On a lot of our policies, for example, we don't know when they were last looked at. I would like us to complete a total review of our policies every five years. That's 20 percent of them every year.

Senator: Are we talking about hundreds or thousands of policies. *Leeper*: Hundreds. That's some of the reason why we are focusing on university policies right now. *Senator*: Do all policy revisions have to be approved by the

Regents? *Leeper*: The health policy was a special case since it was originally instituted by the Regents.

IV. Guest: Martin L. Hechanova, Student (Relay for Life)

I want to thank you for having us here. We'll make it quick. This is the first time this event is going to be on Baylor's campus. We are the only Big-12 school that doesn't have this. This is the flagship fundraising event for the American Cancer Society.

Three organizations on campus are sponsoring this event. There are a few ways you can get involved. We are looking for people who are cancer survivors. These people will be treated as VIPs for the event. Also, we will use this as a time to remember people who have lost their lives to cancer. If you don't want to be on a team, there are lots of ways you can help. A large part of the event is also about cancer education. *Senator*: I would like to encourage you to keep on with this. It's a good thing for faculty, kids and students.

Guests left the room

Senator: This is nothing against this project, but, didn't we have a discussion about the President trying to limit fundraisers on campus. *Senate Chair*: The directive from the President was that we were going to have one fundraising event on campus. It's the President's decision to limit this. The question is, is this a university-sponsored event or is it being run by student organizations. I think the problem that's going to come up is, if you have another event, are you going to get the same kind of support from the university.

V. Approval of Minutes

A **motion** to approve the minutes was made by **Senator Long** and seconded by **Senator Blackwell**. The minutes were approved without opposition.

VI. Old Business

A. Committee on Committees

This is the last week to sign up for committee appointments. The email that went out didn't make it clear what exempt faculty were supposed to do, so I sent another email to clarify this. We've had just under 500 faculty members fill out the form. The next step will be to revise the committee descriptions. *Senator*: I have some faculty who say they fill out this form and then they never hear anything again. *Senate Chair*: I'm going to organize the committee assignments so it will be easier to tell what committee you are on. *Senator*: If we had the lists online, we could send everybody an email telling them to look up their committee assignments.

B. Election Commission

Sturgill: We have an election commission who has agreed to serve, myself, David Longfellow and Rita Purdy from the Senate, Mitch Neubert from Business and Ellen Hampton from the library. Senator Purdy has a conflict for the Thursday-afternoon vote counting, so we will need to find a replacement from the Senate. Senator Supplee agreed to serve on the election commission.

C. Criteria for Ranks of Master Teacher, Etc.

I think this needs to be something that is given to teachers at Baylor rather than people from the outside. I think we want to recognize sustained excellence here. When we talked about revising the policy for distinguished professor and other distinctions, that was just a misunderstanding about how developed these policies were and what we were being asked to do.

Senator: There is another distinction, that of faculty in residence. It seems that this is another category that needs to be clarified.

D. University Honors Day

I don't know what we want to do about this. Are there any further thoughts about having a separate honors day? Does anyone have a problem if we just press forward with the President on doing this? *Senator:* If we add another event, we are just asking for more trouble getting people to show up. I'm suggesting we have this at the spring faculty meeting. There was some discussion about other events and how this might be combined with those (honors convocation, pin ceremony). *Senator:* I know that family members like to come and show their support. They might not be as free to do this at some of these events. *Senate Chair:* I do think that things like master teacher designations should be recognized in some kind of forum.

Senator: What's the problem of just having this at graduation? It seems like it's the perfect place. *Senator:* After all, it is the students who vote for some of these awards. *Senator:* In my department, we have some faculty members who have articles that have been the most heavily downloaded and cited in some of our discipline's major journals. I think we should be willing to honor this type of distinction. *Senator:* I don't question that there are a number of awards that could be given. We just don't want to do this in front of an empty auditorium. *Senator:* I wonder if we should recommend that there be an opportunity to report what's going on in particular disciplines at, say, the Arts and Sciences meeting. *Senator:* I had suggested to Karla Leeper that, when we get the new faculty center, we use it for series that highlight what various faculty members are doing.

Senator: Do you need a straw poll about who supports giving these awards at graduation vs. some other event? It was agreed that we would find out more about what the President has in mind.

VII. Committee/Liaison Reports

C. Enrollment Management (Sturgill)

A report was distributed with acceptance numbers, deposits, provisionals and SAT scores for the current state of admissions.

D. Physical Facilities (Brown)

Based on our discussion last month, I emailed Don Bagby, Chris Krause and Shelley Deats to ask for a copy of the parking consultant's report and to share faculty concerns. In particular, I pointed out the need for more uniform enforcement throughout the year and beginning earlier in the day. Krause responded that the results of the survey and report are being analyzed and that Parking Services will be meeting soon with the administration to review the report and hear from the consultant. In the meantime, Shelley Deats will review the faculty concerns.

E. Student Life (Talbert)

Stone: I was at this meeting and I can give a report. Dub Oliver handed out some brochures about things like great places to go to meditate on campus and finding your academic calling. I was concerned that academics were not very well represented in these publications.

Dub also handed out an organizational chart for student life. I was surprised how many people worked for student life.

Also, we discussed about how to make a referral for grades or mental health issues.

There was a discussion of Senator Talbert's situation. He currently has a class conflict that prevents him from attending Senate meetings. He will send a substitute for the remainder of the semester and expects to step down at the end of the semester. The runner-up in the most recent election has agreed to serve the rest of his term.

F. Associate Professors (Blackwell)

We will be meeting tomorrow morning at 9:00.

H. Liaison Reports

i. Council of Deans (Cordon)

I heard a report on SACS. The new evaluation forms were approved. The order of ratings in the document has been changed so that the highest ranking is now first.

iii. Strategic Planning Council

Meetings are scheduled, but that's all there is to report.

VII. New Business

On the Ombudsperson policy, the Senate gets to select three people to serve on the selection committee, and the provost gets to pick three. Are there any thoughts about who would like to serve on this selection committee? After some discussion, a **motion** was made by **Senator Purdy** to appoint Ann McGlashan, Joan Supplee and Joe Cox to serve on this selection committee. The motion was seconded by **Senator Cloud** and the Senate voted to approve the motion.

Bylaws Update

Senate Chair: Is there any interest in looking at these? I'm thinking specifically about Tony Talbert's position. *Senator:* Would the executive committee like to make a recommendation? *Senate Chair:* This may be something we can look forward to for the fall.

The meeting was adjourned at 5:31.

Respectfully submitted,

David Sturgill
Secretary