

Baylor Faculty Senate Minutes : April 16, 1996

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

Present: D. Adams, L. Adams, Baird, Barker, Basden, Buddo, Conyers, John Thorburn for Davis, Edwards, Farris, Jose Valbuena for Fox, Garner, Goforth, Gordon, Hillman, Jensen, K. Johnson, P. Johnson, Longfellow, Luper, Massirer, McGee, Monk, Duane Knudson for Pippin, Robinson, Rolf, Stone, Thomas, Tipton, Elizabeth Dunn for Wallace, Doug Rogers for Wiley, Willis, Youngdale

Absent: Whipple

Guests: Lee Polk, Henry Walbesser

Agenda

1. The invocation was given by Senator Basden.
2. The minutes of the March meeting were corrected. Christine Getz did not substitute for Senator Buddo, who attended the meeting. The corrected minutes were accepted.
3. Dr. Schmeltekopf and Council of Deans (Chair Hillman)

The Area Studies Committees will become internal program committees and will no longer be in the Report of the University Committee on Committees.

A. Committee/Liaison Reports

1. Staff Council (Senator Robinson)

The Staff Council, together with Richard Jackson, Director of Personnel Benefits, is studying the feasibility of pooling sick leave. Since faculty are not directly affected by the sick leave policy, the Senate will decline the offer to participate in the study.

2. Committee on Committees (Senator Basden)

The Committee on Committees is trying to fill the last vacancies for the 1996-97 year. A report will be ready for the Senate by the May meeting, after which the Senate will forward the report to the administration.

3. Honorary Degrees Committee (Guests Polk and Walbesser reporting for Winfred Moore, chair)

The Honorary Degrees Committee recommended conferring a posthumous degree on Barbara Jordan. Polk gave background on Jordan's having won a speech tournament at Baylor when she was a student at Texas Southern. Chair Hillman read the policy on approval of honorary degrees and asked for a vote. The recommendation to confer the posthumous degree passed unanimously.

4. Physical Facilities--no report

5. Enrollment Management--no report

6. Student Life and Services--no report

7. Academic Freedom, Responsibility, and Environment(Senator McGee)

A. The Committee, which had been asked to prepare a reduction of force policy, is proposing instead a financial exigency policy. Since "reduction of force" implies elimination or reduction of academic programs, the Committee wants to emphasize measures that can be taken before drastic steps are necessary. A draft of a policy will be ready by the date of the May meeting. In discussion, Senator McGee explained that the policy is not a response to a particular problem but rather should be in place before it might be needed. The need for such a policy has grown out of the work on the Faculty Handbook.

B. The Committee also made a recommendation on the summer school deficit, particularly in light of the potential shortage of summer teaching positions. The recommendation pointed out (1) that faculty are concerned about Baylor's overall financial situation; (2) that the Self-Study pointed out the efficiency of the faculty; and (3) that faculty should not be the primary target of cost-cutting measures.

The recommendations included the following:

(1) establish that there is a financial need, and determine the involvement of academic operations;

(2) evaluate the recommendations of recent task forces that were appointed specifically to study summer school operations;

(3) examine the impact of reducing summer courses, both on Baylor's mission and on the faculty.

The Committee recommends not only this statement but also the study of various possible solutions. **In discussion, the following points and questions were raised:** How much is the true deficit? It may be much smaller or much larger than we know. Data is difficult to obtain and may have been compiled by a different set of standards. Is there a separate budget for summer, or is everything set up on a 12-month basis?

Considerable attention was given to the question of whether the Senate should request faculty representation in the budget planning process. Concerns included the following:

(1) To make sure that budget concerns reach the appropriate persons.

(2) We should not cut academic programs while expanding other, non-academic, programs. Answering concerns about the athletic deficit, Senator Edwards stated

that the goal of the athletic administration is to eliminate its deficit (currently \$3.5 million) in three years.

(3) Faculty should be more pro-active, providing more input into budgetary decisions. We should take meaningful action.

(4) The administration at Baylor is top-down and needs more input from faculty.

After lengthy discussion, Senator McGee moved, and Senator Dawn Adams seconded, that Chair Hillman appoint an ad hoc committee to report by the May meeting on ways the Senate should recommend that faculty can participate in the budget planning process. Senator McGee's committee was asked to recommend a policy that would ensure fairness in assigning summer teaching slots as part of the reduction in force policy.

8. Faculty Workload Task Force--no report

9. Merit Pay Discussion Committee (Senator Willis)

The committee presented a report pointing out the lateness of notification of the merit pay rate. The report recommended that "in the event of merit pay rate of 1% or less, academic units be notified of the rate as soon as possible but not later than January 15." Senator Longfellow offered an amendment of October 15 in place of January 15. The amended motion passed.

10. Faculty Conflict of Interest Policy (Senator Thomas)

The committee recommended an expanded policy which distinguished between conflicts of time commitment and other kinds of conflict such as financial.

Discussion brought up the following points:

(1) Conflicts of time should not be forbidden but should be managed; examples include music faculty working in music programs of local churches.

(2) The policy should distinguish between potential and real, current conflicts. Senators Baird and Youngdale offered an amendment to include "potential and actual" in the heading of the section dealing with examples. The amended motion passed.

The new statement will not have to be signed every year. Faculty will sign the statement once and an affirming statement each year thereafter. Another question concerned Baylor's ownership of faculty members' free time.

B. Miscellaneous Reports or Issues

1. Tenure Notification (Chair Hillman)

Several faculty members had expressed their dismay at the fact that rejected candidates for tenure this year received a short, terse letter informing them of the denial of tenure. There was a strong feeling that such information is better conveyed through a personal visit with the faculty member's dean or chair.

Other concerns included the following:

- (1) Timeliness of notification of both the faculty member and the chair;
- (2) The tone of the cover letter that came with the letters of appointment;
- (3) Pay inequities between newly hired assistant professors and those assistant professors promoted from the lecturer rank;
- (4) The grievance policy and the function of the Grievance Committee.

Senator McGee moved, and Senator Jensen seconded, that Chair Hillman request that deans or chairs visit personally with faculty being denied tenure. Senator Willis added an amendment that the notification of granting tenure be included as well as the notification of denial. Senator Longfellow offered an amendment to include both a letter with a positive tone and a visit from the chair or dean, both in a timely manner. The amended motion passed.

2. Personnel Policy Manual Revisions

A. BU-PP 201, 210, 303, 315 (Senators Rolf, Barker, and Goforth)

The group suggested changes to section 210 in classification of faculty so that instead of "teaching faculty," the label would be "teaching/research faculty." Other changes involved updating terminology.

A question was raised about the definition of "adjunct." Various academic units use the label to describe different kinds of faculty appointments. In answer to a question about defining those who have administrative responsibilities as well as teaching and research, Senator Rolf answered that they are seen as faculty. One change in the proposed policy is to delete the statement that visiting professors do not receive personnel benefits. The report was accepted as amended.

B. BU-PP 714 (Senators Longfellow, Jensen, and Whipple)

Recommended changes deal with updating the title "Vice President for Academic Affairs" to "Provost and Vice President for Academic Affairs" and correcting typographical errors. The report was accepted.

Revisions of other sections of the BU-PPM will be presented at the May meeting.

C. Announcements (Chair Hillman)

The next meeting (Tuesday, May 7) will be held in the Barfield Drawing Room of the Bill Daniel Student Center.

The meeting adjourned at 5:22 p.m.

Respectfully submitted,

Mary Massirer (for Rusty Pippin, Secretary)