

**TCU Faculty Senate
Minutes
Thursday, October 2, 2003**

Members present: Chuck Bamford, Arnie Barkman, Donelle Barnes, David Bedford, Art Busbey, Carolyn Cagle, Nowell Donovan, Sharon Fairchild, Blaise Ferrandino, Andy Fort, Rob Garnett, George Gilbert, Tom Guderjan, Jack Hill, Jack Jones, Nadia Lahutsky, Steve Levering, Suzy Lockwood, John Lovett, Ed McNertney, Linda Moore, Don Nichols, Ranga Ramasesh, Dick Rinewalt, Magnus Rittby, Bill Ryan, Mike Sacken, Ellen Shelton, Gene Smith, Bill Vanderhoof, Peggy Watson.

Members absent: David Cross, Lori Diel, Sally Fortenberry,* Carol Thompson,* Jeff Todd,* Molly Weinburgh, Melissa Young

*excused

Chair Nadia Lahutsky called the meeting to order and welcomed guests: Crystal Forrester from *The Skiff*, Vice Chancellor of Finance Carol Campbell, Director of Assessment Melissa Canady, and Chancellor Victor Boschini.

Chancellor Boschini gave his greetings to the Senate, stating that he has enjoyed working at TCU. He invited Senators to feel free to contact him; he would be pleased to meet anyone he hadn't yet met. He anticipates continuing to enjoy his work here.

Chancellor Boschini introduced Dr. Richard Durán from Baylor University. As a recipient of a one-year fellowship from the American Council of Education, Dr. Durán will be working in the Chancellor's office studying the duties and responsibilities of a university Chancellor. Chancellor Boschini encouraged Senators to feel free to contact Dr. Durán.

Approval of Minutes:

Senator Andy Fort moved that the minutes of the September 4, 2003 meeting be approved as presented. The motion passed unanimously.

Old Business

Chair Lahutsky outlined the Executive Committee's progress on the issue of summer school management. She reminded the Senate that at the September meeting, a motion was passed charging the Executive Committee to look into the policies and oversight of summer course offerings. She explained that the committee met with Leo Munson on Tuesday, Sept 30 and had a fruitful discussion on several issues, including other models of summer course management. The Executive committee will continue working on this issue and will keep the Senate updated.

Faculty Governance Committee motion

Senator Carolyn Cagle, Chair of the FGC, brought two motions from the Faculty Governance Committee for approval by the Senate.

First motion: The Faculty Governance Committee moves that the Faculty Senate delegate responsibilities of a new office of historian to the Past-Chair of the Faculty Senate. These responsibilities would include advising the current Chair on the historical foundation of current Senate initiatives; serving as a resource at Senate meetings; and consulting with previous Senate Chairs and officers to resolve questions regarding past Senate actions that cannot be fully explicated from examination of prior relevant meeting minutes.

In the discussion that followed Chair Lahutsky explained the need for this office. Senator Andy Fort suggested that a list of all past chairs be readily available, perhaps on the Senate Web page.

The motion passed unanimously.

Second motion: The Faculty Governance Committee moves that the Faculty Senate normally delegate to the Committee on Committees Chair the responsibility of Parliamentarian during Senate meetings. This would allow a person in a specific but rotating Senate position outside the Faculty Senate Executive Committee to render parliamentary decisions during meetings.

During discussion Senator Fort pointed out that this places an additional burden on the position of Chair of the COC. That person would have to be aware and willing to take on this role as well as that of Chair of the COC. Although it is possible that an individual would not want to do both, the aim is to lodge the office somewhere. The position will become effective this year. Dick Rinewalt has already agreed to accept the role of Parliamentarian.

The motion passed unanimously.

Core Business

Senator Ed McNertney presented an outline of the progress made by the Core Implementation Committee (CIC).

First, the membership of the committee was finalized by the addition of Chris Sawyer from the College of Communications

Next, Senator McNertney presented a summary of the progress on the development of the new Core since April 2003: during the months of May and June the outcomes of the HMV&V were refined, and during the month of September a draft of action steps for the categories in the columns was drawn up along with proposed assessment tools for literary traditions. This semester the members of the CIC have visited the various colleges to start the process of getting action steps and

assessment tools developed for these categories. He reminded Senators that all colleges have the opportunity to add their own requirements to the core for their colleges.

Processes are in place to develop the action steps for the essential competencies.

The last area to be worked on is that of writing emphasis. Talks about writing across the curriculum were begun this summer and discussions have been held with English faculty about writing competencies.

Senator McNertney presented the goals of the CIC for this semester:

-- to finish work on H MV&V outcomes, action steps, and assessment plan and vetting process.

--to develop a charter for and composition of the H MV & V committee,

--to continue to work with college Deans to develop action steps for the areas of Humanities, Social Science, Natural Science, Fine Arts, and essential competencies with their action steps, assessment plan, and vetting processes.

--to develop a process for determining the membership of the H MV&V vetting committee

--to work with the colleges and the Registrar in determining course numbering systems.

Senator McNertney presented the committee's schedule of meetings and informed the Senate that a new Web page devoted to the work of the committee is under development.

He distributed copies of the outcomes, action steps, and criteria for assessment for Literary Traditions (in two different formats). The committee hopes to bring such a document for each of the H M V&V categories by the end of the semester.

Chair Lahutsky thanked Senator McNertney and the committee members for their work on this committee. She also entertained questions about the process. Senator Ellen Page asked if there is a specific process by which the various colleges will address the action steps and assessment tools appropriate to their area of the Core. It was confirmed that each college is doing it in the way deemed appropriate by that college. There are no specific processes by which colleges must determine their individual requirements.

Presentation on Budget by Vice Chancellor Carol Campbell:

Vice Chancellor Campbell explained that she was asked to address the Senate about the challenges going into the budget process this year. She stated that she would present a summary of TCU's budget this past year, explain how the budget was put together last year, and finally look ahead to what the concerns will be as we prepare the budget for next year.

In Operating Revenues, VC Campbell noted that revenue from tuition and fees has increased due to the larger number of students and to the increase in tuition charges.

TCU's tuition and room and board charges are almost the lowest in comparison to peer institutions. TCU charges are lower than all other peer institutions, except Tulsa. Since tuition at TCU has been raised in each of the last three years, it may be difficult to raise it again this year. A market study is being conducted to evaluate what TCU can charge in the future. The last market study recommended caution in going beyond the threshold of \$20,000 for tuition and fees.

Vice Chancellor Campbell next illustrated TCU's Endowment Values, which reflect three years of a declining market. The current endowment value is what it was in 1998-1999.

Gift revenues were flat. She estimated that TCU will have \$5 million less to spend in 2004-05. In order to have a flat budget going into 2004-2005, TCU would need to have a 5% tuition increase.

She then presented TCU Operating Expenses, pointing out that the highest expenses are in compensation, plant maintenance, and financial aid. She reviewed some of the problems that presented themselves in determining last year's budget such as financial aid and fringe benefits. In the next year there will be considerable increases in insurance costs since TCU is self-insured. She explained that this means that United Healthcare is our health plan administrator, they handle all the paper work, and TCU pays the costs of all the claims from TCU employee contributions. VC Campbell then detailed the distribution of the budget last year. Most of the 6% left over was spent on the 2% salary pool increase (which took more than 6%), and the commitment to give non-exempt staff 11% benefits. She explained cuts made in various areas.

After presenting this report, Vice Chancellor Campbell entertained a number of questions. Senator Arnie Barkman asked if TCU is trying to get into a higher ranking in tuition costs. VC Campbell explained that TCU strives to be a university of value and quality and that we cannot provide a high quality experience to students without funding. It is not a question of trying to be at the top of the tuition expense chart, but to find a balance while funding a quality education.

Chair Lahutsky pointed out the negative image created by being the least expensive institution.

There is a large positive correlation between cost and perceived quality of the institution.

Senator Andy Fort expressed his appreciation for the fact that TCU covers health insurance costs.

He urged discussion on benefits and asked that the RIB committee keep in mind the importance of keeping a good health care program. VC Campbell explained that the cost of the current insurance plan, without any changes, will increase considerably and that the RIB committee is working on this issue. Senator Jack Hill asked whether financial aid is keeping up with tuition increases. VC Campbell remarked that TCU is most unusual in keeping that balance stable and she does not see it changing.

New Business

Referring Senators to the document entitled "Academic Affairs Goals" distributed with the meeting agenda and minutes, Chair Lahutsky explained that these goals represent what the Deans intend to work on in the next few years. They were brought to the Senate at the request of Provost Koehler. Chair Lahutsky pointed out that the Deans have already decided on these goals and that they are not presented to the Senate for any other purpose than discussion and questions.

Chair Lahutsky asked the Provost to explain the third item on the list of one-year goals concerning a study of shifting the Community Scholar program to National Merit Scholar funds. Provost Koehler explained the program and the type of scholarships involved. He stated that, after consulting with Admissions Director Ray Brown, the idea to turn to the National Merit Scholarship program developed with the hope that the same amount of money may allow TCU to bring in a larger number of minority students. Provost Koehler explained that the administration is investigating the possibility of using the funds now used for Community Scholars more effectively. Senator Linda Moore questioned the Provost about the loss of drawing minority students from the

local community and asked whether the goal is to get more minorities or to continue connections with the local community. Provost Koehler pointed out that the aim is to study the issue and that nothing has yet been decided. A committee has not yet been set up, but when it is, the concerns of Senator Moore will be addressed. Dr. Koehler suggested that the Senate could decide if it wants to have representation on such a committee. Chair Lahutsky agreed that the Senate Executive Committee would work to identify those who are interested and able to serve on the investigative committee that will be formed to study the question. Senator Andy Fort pointed out that the issue is not just the number of minorities but will also be the effect on our community relations. He felt that being a minority should not be the only category considered, it would be a mistake to lose the funds for local students.

In reference to the fourth item, Chair Lahutsky mentioned that all graduate programs have been through program review and that, according to these goals, would be developing action plans.

The fifth item of goals suggests the initiation of a study to determine the appropriateness of establishing an Honors College. Senator Peggy Watson, Director of the Honors Program, explained that the Honors program is just getting started on this project since it was just recently proposed. She is putting together a committee that will consist of some members of the Honors Council and other people from around the university. She is open to suggestions. Chair Lahutsky pointed out that the aim is to make Honors experiences open to more areas of the university. Provost Koehler explained that the idea is to investigate ways to have a more effective honors program, in terms of numbers. There are several issues of concern such as attrition, the number of participants in special events, and how to get more colleges involved, how to get more departments and colleges involved in Honors. Senator Peggy Watson confirmed that she would be happy to get the input, comments or questions from all concerned individuals.

Chair Lahutsky moved to the next goal, which is the implementation of PeopleSoft Version 8. Provost Koehler said that all has been going very well; there will be a period around mid-semester grade reporting time when we will not have access to the system. As a result, some changes will be necessary in determining the last date to drop courses.

Chair Lahutsky asked the Provost to address the item concerning increasing the emphasis on study abroad programs. He explained that the issue concerns financial aid for students participating in TCU study abroad programs. Last year a pilot program was done in which financial aid was made available to a few units allowing them to make offers of financial aid at the time of recruitment. In this way, students know if they can commit to the program because they would know if they had financial aid; this approach helps bring the programs to fruition. The way it is done currently is to set up the program, have the students apply for financial aid, not knowing if they will get it and whether they can go on the program. Dr. Koehler stated that Vice Chancellor Larry Adams has suggested that we strive to push programming for international studies to the department and college levels. This goal is a continuation of the pilot program done last year.

Chair Lahutsky then asked for questions concerning the multi-year goals presented.

Senator George Gilbert asked if there was any study planned to determine how the new core would

fit into the current university computer software system. Chair Lahutsky said this would be addressed, as is indicated in the Core Roadmap, when the Registrar is consulted about the new Core.

In reference to the goal concerning an Academic Leadership Program, Senator Carolyn Cagle asked about the call for grants from the Center for Excellence in Teaching and Student Affairs regarding Academic Leadership. Dr. Koehler stated that those funds came from Student Affairs, and that office determines how those funds are spent. He pointed out that many other schools have developed leadership programs. The goal concerning leadership is meant to encourage units to address an academic, theoretical basis for the subject. It aims to encourage units to address the mission statement related to leadership.

Senator Arnie Barkman asked for an explanation on mandatory advising. The Provost explained that this is new requirement beginning this year, for all new starts – transfers and freshmen. It is a response to complaints concerning advising in general. Students will now need a permission number to register, a number they will receive only after having been advised. It applies to first year students only. Dr. Koehler then outlined past problems with advising and registration. Senator Ferrandino explained that his department has been doing mandatory advising for some time and it has been quite successful. The university Registrar cooperates and a permission number is required before students can register.

Coalition on Intercollegiate Athletics

Chair Lahutsky explained the Coalition on Intercollegiate Athletics document that was distributed to the Senators. The document represents the platform of this organization (COIA), which is a cooperative venture, based at Indiana University, of university Senates. Conference USA schools were invited to join the coalition. Briefly outlining the coalition itself and its goals, Chair Lahutsky informed the Senate that she has asked Senator Linda Moore to represent TCU at a meeting of the COIA. Chair Lahutsky asked Senators to read the platform carefully so that the Senate can have a conversation about it at the next meeting. She then made the following brief announcements:

On Oct 16 Bob Small of Texas State University San Marcus will be on campus to help TCU members make better use of the data produced by NESSE (National Study on Student Engagement) and the Faculty survey on student engagement, FESSE. We need to learn how to better use this data and there are spaces left to participate in this workshop

October 4 is TCU LEAPS program. Senators can still sign up to participate.

Next meeting is October 30, which is the November meeting of the Senate.

A Motion was made to adjourn the meeting.