

File
—

THE FACULTY SENATE

Minutes of the Meeting, May 4, 1978

Attending: Adams, Arnoult, Baird, Daniel, Dominiak, Ehlman, Farrar, Felton, Flowers, Hensley, Landwer, Lawrence, Ludvigson, McCracken, McWhorter, Miracle, Odom, Reinecke, Rhoades, Richards, Rowell, Snyder, Stanley, Vanderhoof, Venier, Whitlock, Wortham.

Absent: Bond, Clegg, Gore, A. Jones, Kirkham, Klein, Moudy, Procter, Rawlings, Secrest, Stewart, E. Smith, Suther, Wilsey.

The meeting was called to order at 3:40 p.m. with Chairman Arnoult presiding.

The minutes of April 6, 1978 were approved and accepted. This was the first meeting of the 1978-1979 Faculty Senate. The roll was called to introduce members of the Faculty Senate.

Chairman Arnoult advised the Faculty Senate of the role and function of the Senate. He stressed the importance that Executive Vice-Chancellor Wilsey gave to the Senate and the Executive Committee of the Senate. He further reminded the Senate of their function as an advisory body and not as a policy and decision making body.

The following items were presented:

1. The Faculty Senate recommendation for University Policy for the Formation of Search Committees for Administrative Positions to be included in official University policy.
2. The review of the Promotion and Tenure policies has not been completed. It is with the University Attorney and will be acted upon when returned from that office.
3. The revised Grievance Policy will continue under discussion.
4. The problems of the organization of the Faculty Senate and necessary changes will continue under discussion.

ANNOUNCEMENTS

Chairman Arnoult presented the Results of the Election for the Faculty Advisory Committee for the Search for a new Vice-Chancellor for Academic Affairs and Dean of the University. Those elected are: Marjorie Lewis, Wayne Ludvigson, Larry Adams, William Baird, John Arnn, Noah Knepper, Mildred Hogstel, Geraldine Dominiak.

The Results of the Elections in all units to be represented on the Search Committee for the Graduate Deanship were presented by the Faculty Senate Committee on Committee. Those elected are: Fred Erisman Michael McCracken, Frank Reuter, Glenn Routt, Luther Clegg, David Graham Mildred Hogstel, Ken Herreck.

Chairman Arnoult presented his letter to Dr. William C. Connor, Chairman of the Board of Trustees which included the Faculty Senate Resolution regarding the search committee structure for the nomination of a Vice-Chancellor of Academic Affairs. Dr. Connor's letter in reply was read. It noted that the matter would be on the agenda for the next meeting of the Board of Trustees Executive Committee.

Chairman Arnoult discussed his meeting with Chancellor Moudy and the Faculty Senate's feelings concerning the committee structure for the nomination of a Vice-Chancellor of Academic Affairs.

A notice was received from Jim Lehman concerning the printing of the Faculty Staff Handbook. If members of the Faculty Senate are aware of changes or corrections, will they please inform a member of the Faculty Senate Executive Committee.

OLD BUSINESS

✓ An election was held for the selection of a faculty member to serve on the University Advisory Committee. Fred Erisman was elected by a majority vote.

NEW BUSINESS

1. Nominations for the executive positions of the Faculty Senate 1978-1979 session were held. Nominations were made and the results were:
 - 1) Chairman of the Faculty Senate: DR. RON FLOWERS 27 for; 1 abs.
 - 2) Assistant Chairman: DR. KARL SNYDER elected by acclamation
 - 3) Secretary: MR. ANTHONY JONES elected by acclamation
 - 4) Assistant Secretary: DR. CY ROWELL elected by acclamation
2. Chairman Flowers called the first meeting of the Faculty Senate for Thursday, 7 September 1978 at 3:30, Board Room of Sid Richardson Hall
3. The Executive Committee of the Faculty Senate works closely with the Board of Trustees through the Faculty Relations Committee. The Committee was saddened by the death of Judge Fred Erisman and proposed a resolution of sorrow be sent to Mrs. Erisman and Family. The resolution was read and unanimously approved by the Senate.
4. Senator Reinecke announced that the Search Committee for the Dean of AddRan College was prepared to bring candidates for the position to the campus. He urged the members of the Faculty Senate to attend the various functions involved with this search and to give them their serious attention.
5. Senator Ludvigson asked the Faculty Senate to join with him in an expression of gratitude and appreciation to outgoing Faculty Senate Chairman Malcolm D. Arnoult. This proposal was met with enthusiastic applause.
6. Senator Dominiak asked for a report concerning the long-term development plans proposed by Executive Vice-Chancellor Wilsey. Chair-

Page 3
Faculty Senate
May 4, 1978

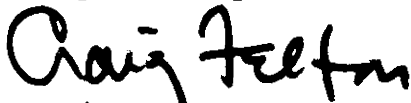
man Flowers said that the Executive Committee had met with Dr. Wilsey and had plans for further meetings this summer.

7. Senator Venier asked about the current status of the Search Committee document. Senator Arnoult replied that the document had been sent to the administration as the recommendation of the Faculty Senate. He reminded the Senate that their function was to recommend and advise but was not a policy making body.

Chairman Flowers spoke to the Faculty Senate concerning the importance of the Senate and the necessity for regular attendance. He suggested that certain changes that could make the Senate more useful and efficient would be discussed.

The meeting adjourned at 4:20 p.m.

Respectfully submitted,



Craig Felton
Secretary

THE FACULTY SENATE

Minutes of the Meeting, April 6, 1978

Attending: Ackley, Adams, Arnoult, Bohon, Clegg, Colquitt, Dominiak, Farrar, Felton, Flowers, Harden, James, Jones, Kirkham, Ludvigson, McWhorter, Remley, Rhoades, Robinson, Stanley, Vanderhoof, Venier, Wilsey.

Absent: Beckelhymer, Bond, Boyd, Brewer, Deeter, Durham, Guenther, Horn, Lewis, Moudy, Odom, Reinecke, Reuter, Smith, Steele, Stewart, Suther, Winesanker.

The meeting was called to order at 3:40 p.m. with Chairman Arnoult presiding. The minutes of the March 2, 1978 meeting were approved and accepted.

ANNOUNCEMENTS

Senator Harden reported Senate attendance for the 1977-78 year. Seventy percent of the Senators attended four or more meetings; whereas 30% attended three or fewer meetings. Specifically, 11 Senators attended all meetings, 13 Senators attended five meetings and 4 Senators were present for 4 Senate meetings. Three Senators have attended no meetings, 3 Senators attended only 1 meeting, 5 Senators attended 2 meetings, and 3 Senators attended 3 Senate meetings. Chairman Arnoult suggested that only through active participation of Senate members could the Senate be representative of the faculty and contribute significantly to the University.

Chairman Arnoult announced the following actions by the Executive Committee:

1. On March 14, 1978, the Chairman and Vice Chairman of the Faculty Senate met with Executive Vice Chancellor Wilsey and were asked to call a meeting of the Executive Committee to develop an ordered list of faculty to be considered to fill the position of Acting Vice Chancellor of Academic Affairs. The Executive Committee met and submitted an ordered list of six faculty members.
2. On March 21, 1978, the Executive Committee met with Vice Chancellor Wilsey to discuss the appointment of an Acting Vice Chancellor of Academic Affairs, the University budget for the 1978-79 academic year, and tentative interim plans for development for the next three years. In addition, there was discussion of possible procedures to be followed in determining faculty members to serve on the Search Committee for a Vice Chancellor and Dean of the University.
3. On March 29, 1978, the Executive Committee met with the Faculty/Trustees Relations Committee. Chairman Arnoult reported on the Faculty Senate activities for the year. In addition, he suggested that the number of scheduled meetings is insufficient to allow the Senate to obtain closure on significant issues. Chairman Arnoult voiced concern that perhaps internally as well as externally there is a lack of a clear image of the University. He suggested that this may contribute to problems of recruiting and retention of students. There was extensive discussion of this issue. Other discussion

items included faculty salaries and the statement on the philosophy and objectives of the University. Among the suggestions on the statement on the philosophy and objectives of the University were the comments that

- a. The Statement says what is applicable to any University but not enough about philosophies and objectives distinctive to TCU.
- b. The Statement does not concentrate on the excellence and leadership of faculty of the University.
- c. The Statement might, with a change in the tone of the language used, indicate that TCU is already functioning in a number of areas.

Chairman Arnoult reported that he had served as the Faculty Senate representative at the initiation of the Addison and Randolph Clark Society. He also reported that he had received a letter from Chancellor Moudy postponing the scheduled Faculty Assembly to report on the Board of Trustees Meeting.

COMMITTEE REPORTS

1. Committee on Promotion and Tenure: Senator Lewis, Chairman.

Senator Ackley reported that the work on the tenure policy had been completed and the document has been submitted to the University attorney for review. However, it has not been returned to the committee for action.

2. Committee on Committees: Senator Venier, Chairman.

Senator Venier reported that the electoral process for selection of faculty for the Search Committee for the Graduate Dean has been completed and the following persons will serve on the committee.

Fred Erisman (English)
Michael D. McCracken (Biology)
Frank T. Reuter (History)
Glenn C. Routt (Brite)
Luther B. Clegg (Education)
David Graham (Music)
Mildred Hogstel (Nursing)
Kenneth W. Herrick (Business)

Senator Venier submitted a list of proposed University Committee assignments for 1978-79. Senator Remley reminded the Senate that faculty were appointed to the University Court by the Senate. The motion was made that the four persons suggested by the Committee on Committees be appointed by the Senate. The motion was seconded and the vote taken. Vote: For - 20, Against - 0.

The motion was made that the list of committee assignments be forwarded to the Vice Chancellor of Academic Affairs. The motion was seconded and the vote counted. Vote: For- 20, Against - 0.

3. Committee on Finances and Compensation: Senator Durham, Chairman.

Senator Dominiak submitted an update on Faculty Salaries. A copy of this report is included with the minutes. The report includes an administrative salary study and a salary study for all ranks, for professors, and for associate professors, with salaries for endowed Chairs excluded, for the Spring Semester of 1978. Senator Remley reminded the Senate that Chairman Durham had previously indicated that the report on Administrative Salaries was restricted to appointments of three years duration. After additional discussion of the report, Senator Remley moved that the Committee attempt to clarify the positions included under Unit Heads and Other University Administrators. Senator Adams seconded the motion and the vote was taken. Vote: For - 19, Against - 1.

Senator Dominiak submitted a proposed statement on Outside Employment. Vice Chancellor Brewer had suggested that the current policy on outside employment was in need of revision. The changes included in the present document on pages 2-3 have been recommended by the Vice Chancellor and the Academic Deans. A copy of the Statement is included with the minutes.

4. Committee on Academic Freedom and Grievances: Senator Ludvigson, Chairman.

Senator Ludvigson submitted a draft copy of the proposed Faculty Grievance Policy to the Senate and stated that the proposal would need to be coordinated with the Proposed Tenure Policy. An outline of procedures involving dismissal of tenured faculty members for cause will need to be developed. Senator Remley moved that the document be distributed to the faculty as a draft copy. Senator Colquitt seconded the motion and the vote was taken. Vote: For - 13, Against - 5.

It was suggested that members of the Senate should discuss the document with other faculty members and report back to the Committee on Academic Freedom and Grievances. In addition, open hearings on the proposed document may be scheduled. Senator Adams suggested that such hearings could be scheduled at the beginning of the 1978-79 academic year in order that action could be taken prior to the November meeting of the Board of Trustees.

NEW BUSINESS

Senator Wilsey reported to the Senate on actions taken on the appointment of an Acting Vice Chancellor and Dean of the University. After consultation with the Executive Committee of the Faculty Senate, the Executive Committee of the Board of Trustees, the Chancellor, and the Academic Deans, Dr. E. Leigh Secrest was appointed as Acting Vice Chancellor and Dean of the University. He reported that the following approach to selection of a Vice Chancellor and Dean of the University had been approved by the Executive Committee of the Board of Trustees and confirmed by the Board of Trustees.

I. Recommendation of the Administration

1. That steps be taken to select a vice chancellor and dean of the university as rapidly as feasible.
2. That the executive vice chancellor, working closely with the chancellor,

be assigned primary responsibility for direction the selection of ort.

3. That the executive committee of the board of trustees (1) serve as the trustees' advisory committee during the search and (2) elect the vice chancellor and dean of the university upon recommendation of the chancellor.
4. That the chancellor and executive vice chancellor appoint appropriate advisory committees to assist in and expedite the search. These may include:
 - . A faculty committee appointed by the chancellor after consultation with the faculty senate
 - . Officers of the student house of representatives
 - . The deans
 - . The vice chancellors.

II. Summary of Important Information

1. Dr. Thomas Brewer has been elected chancellor of East Carolina University. Hence, the position of vice chancellor and dean of the university will become vacant at the close of this academic year.
2. The administration plans to appoint an acting vice chancellor and dean of the university to (1) overlap with Dr. Brewer at least briefly to provide continuity and (2) serve until the appointment of a continuing vice chancellor and dean of the university is approved by the executive committee of the board of trustees.
3. During the search for a vice chancellor and dean of the university
 - . The functions, responsibilities and working relationships of the position will be reviewed and revised to the extent appropriate.
 - . Specifications for the position--emphasizing the importance of executive skills and experience--will be drafted.
 - . The broadest possible pool of prospective candidates will be developed through (1) seeking nominations from known sources, and (2) advertising the position vacancy in The Chronicle of Higher Education. Candidates from on and off the campus will be sought.
 - . Prospective candidates will be screened to develop a short list of the apparently better qualified candidates.
 - . Those on the short list will be interviewed by the executive vice chancellor.

- . Full information--including comprehensive direct reference checks-- will be assembled for the better qualified candidates. (This will be done by Dallas Dickinson under direction from the EVC.)
 - . A short short list of three to five candidates will be formulated. Those on this list will be invited to TCU for interviews and meetings with:
 - The executive committee of the board of trustees (or a sub-committee designated by the chairman).
 - The faculty committee.
 - Officers of the student house of representatives
 - The deans.
 - The vice chancellors.
 - Others.
 - . Evaluations of candidates will be obtained from those who interview them.
 - . The executive vice chancellor will confer with the chancellor and agree upon the best qualified candidate.
4. The chancellor will nominate the best qualified candidate for election as vice chancellor and dean of the university by the executive committee of the board of trustees.

Senator Venier asked Senator Wilsey if this administrative position was not within the purview of the procedures for faculty involvement in search committees approved by the Faculty Senate. Senator Wilsey indicated that the position was not covered. Numerous Senators expressed surprise and concern that one of the most important positions to the faculty should not be covered by the Senate document. Senator Wilsey recalled that in the course of the work on the Search Committee Document, the search for the Dean of AddRan College became foremost in importance; however, the recommendations approved by the Senate had not been approved by the Administration or the Board of Trustees for Board appointed positions. Chairman Arnoult reminded the members that the Senate served in an advisory capacity to the Administration. Senator Adams asked for clarification on the size of the faculty committee. Chairman Arnoult stated that in his letter from the Chancellor, it had been suggested that eight faculty members be included. The recommendation of faculty to be included on the faculty committee should be completed by the end of April. The Executive Committee consulted with the Chairman of the Committee on Committees for recommendations on procedures to be used in the selection of faculty representatives. The Chairman reported that the committee recommended that the election be run in the same way as the recently concluded election for the Graduate Dean-ship Search Committee. Prior to inclusion on a ballot for a school, each eligible faculty member will be sent a "willingness" form to be signed and returned to the college or departmental secretary. Those eligible faculty willing to serve will be included on a ballot for each college. Senator Wilsey indicated that the decisions on the position will require intensive activity during the Fall and

Spring semesters of 1978-79. Senator Remley moved that the procedures outlined by the Chairman of the Committee on Committees be followed in electing faculty for selection to serve on the Search Committee for the Vice Chancellor and Dean of the University. Senator Vanderhoof seconded the motion and the vote was taken. Vote: For - 13, Against - 0, Abstentions - 5.

Senator Ludvigson moved that the Senate forward the following resolution to each member of the Executive Committee of the Board of Trustees, the Chancellor, and the Executive Vice Chancellor.

RESOLVED that the Faculty Senate regrets that the Board of Trustees chose not to follow more closely the Senate's recommendations regarding search committees in adopting a process for the nomination of a Vice Chancellor of Academic Affairs. The Senate spent many long hours on its recommendations. Although the Senate recognizes both the authority of the Board in this matter and the urgency of beginning the selection process, we feel prior consultation with the Senate on this matter would have been appropriate.

Chairman Arnoult reminded the Senate that the Search Committee Procedures Document was never formally distributed. Senator Dominiak said that she doubted that the Trustees developed the Search Committee policy and that she found it a little difficult to be unhappy with the Board. Senator Adams asked for clarification on methods of resolving the misunderstanding concerning faculty representation on the Search Committee. Senator Wilsey said that he was aware of faculty concern and that the Faculty Advisory Committee would be most active in the selection process. Senator Venier seconded the motion to forward the resolution and the vote was taken. Vote: For - 16, Against - 1. The motion passed.

Senator Jones asked Senator Wilsey to comment on plans for improved insurance coverage. Senator Wilsey said that the Committee on Retirement and Insurance had recommended that health and medical, retirement, and disability insurance coverage be improved. The estimated cost of the recommended coverage was about 170 thousand dollars. Due to the lack of available funds to cover all three types of insurance, priority was given to improving health and medical coverage.

The meeting was adjourned at 5:30 p.m.

Respectfully submitted,



Joyce Harden
Secretary

Texas Christian University
Administrative Salary Study
January 1, 1978 Salaries

<u>Classification</u>	<u>Mean</u>	<u>Median</u>	<u>Range</u>
Vice Chancellors, Deans, Unit Heads	30,614	30,600	20,300-41,800
Other University Administrators	17,735	16,500	10,700-30,500
Librarians (<i>with administrative duties</i>)	17,810	15,368	11,400-32,200

Source: Institutional Studies

MAR 16 1978



Faculty Senate

7/12

✓

THE FACULTY SENATE

Minutes of the Meeting, March 2, 1978

Attending: Ackley, Adams, Arnoult, Beckelhymer, Bohon, Colquitt, Dominiak, Durham, Felton, Harden, Horn, James, Kirkham, Ludvigson, Moudy, McWhorter, Odom, Reinecke, Remley, Rhoades, Robinson, Stanley, Vanderhoof, Venier, Winesanker.

Absent: Bond, Boyd, Brewer, Clegg, Deeter, Ehlmann, Farrar, Flowers, Guenther, Jones, Lewis, Reuter, Smith, Steele, Stewart, Suther, Wilsey.

The meeting was called to order at 3:35 p.m. with Chairman Arnoult presiding. The minutes of the February 9, 1978 meeting were approved and accepted.

ANNOUNCEMENTS

Chairman Arnoult announced the following actions by the Executive Committee:

1. The Executive Committee has been invited to participate in the planning for the anticipated major development campaign for TCU.
2. With regard to the general problem of attrition and enrollment, the Faculty Senate may be asked to be creative in suggesting ways to foster a stronger student identification with TCU than is currently perceived.
3. Two faculty members have been appointed to serve on the Alumni Association Council. Marjorie Lewis (English) will continue as a member of the Council and Richard Lysiak (Physics) will replace John Forsyth (Biology).
4. The Heart Association will conduct blood pressure tests for faculty/staff April 4 - 6. Ann Kirkham (Nursing) has been appointed Faculty Senate representative.
5. On the subject of establishing a Fall Commencement, Vice Chancellor Brewer suggested that a reception be arranged for graduating students rather than a commencement.

Chairman Arnoult announced a correction to the Salary Study distributed with the February minutes of the Faculty Senate. The percentage increase reported for the median salary for a professor in the Natural Sciences should be 3.5 % rather than 8.24% as reported.

COMMITTEE REPORTS

Committee on the Role and Function of the Senate: Senator Reuter, Chairman.

Senator Reinecke presented a continuation of Recommendations on Search Committees report. Chairman Arnoult recommended that discussion and action on the report proceed section by section. After discussion, the question was called for each section. Sections 1., 2., 3., were approved by Voice vote.

The committee recommended that the following resolution to the Administration of the University accompany the Document on Recommendations on Search Committees.

RESOLVED that the Faculty Senate recommends that an all University Committee be appointed to formulate a document detailing all of the policies and procedures not covered in the attached Senate Document. This Committee would be formed after consultation between the Executive Vice Chancellor, the Vice Chancellor and Provost, the Vice Chancellor and Dean of the University, and the Executive Committee of the Faculty Senate.

Senator Moudy suggested that the wording "a Special Committee" would be more appropriate than "an all University Committee." Senator Moudy asked Senator Reinecke why the Chancellor was not included in the consultation process. After discussion, Senator Reinecke suggested that the Chairman of the Board of Trustees and the Chancellor be included in the consultation.

Senator Adams suggested that consultation should also include the President of the Student House of Representatives. Senator Ludvigson called the question on the revised Resolution. The Resolution was approved by Voice vote.

A copy of the Continuation of Recommendations on Search Committees and the Resolution approved by the Senate accompany the Minutes of the Meeting.

EXECUTIVE SESSION

Nominations for Honorary Degree Candidates were considered.

NEW BUSINESS

Senator Venier moved that the issue of scheduling make-up days for classes missed during the Spring Semester because of bad weather be referred to an appropriate Committee for discussion with the Vice Chancellor of Academic Affairs. Senator Remley seconded the motion.

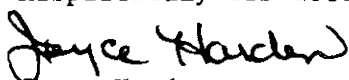
Senator Odom reported that, at the meeting of the University Council, the suggestion was made that, if make-up days became necessary, the Vice Chancellor of Academic Affairs should make the decision.

Senator Dominiak spoke against the motion and suggested that the Executive Committee discuss the issue with the Vice Chancellor.

The motion failed to pass. Vote: 7 for, 18 against.

The meeting adjourned at 4:45 p.m.

Respectfully submitted,


Joyce Harden
Secretary

DEC 15 1977

File

THE FACULTY SENATE

Minutes of the Meeting, December 1, 1977

Attending: Ackley, Adams, Arnoult, Bohon, Boyd, Brewer, Clegg, Colquitt, Dominiak, Durham, Farrar, Felton, Flowers, Harden, Horn, James, Jones, Kirkham, Lewis, Ludvigson, Moudy, McWhorter, Odom, Reinecke, Remley, Reuter, Rhoades, Robinson, Stanley, Vanderhoof, Venier, Winesanker.

Absent: Beckelhymer, Bond, Deeter, Ehlmann, Guenther, Smith, Steele, Stewart, Suther, Wilsey.

The meeting was called to order at 3:40 p.m. with Chairman Arnoult presiding. The minutes of the November 3, 1977, meeting were amended to read as follows.

1. The sentence (This applies to all positions for which there will be faculty representation on Search Committees.) on lines 10 and 11 of Motion 3., Part A., Sec. 2,2., on page 4, was deleted from the minutes.
2. The title of Part A., on page 6, was changed to read: Part A. Recommended Selection Procedures for Search Committees in Section 2 of the Policy Statement.
3. The first sentence in Item 2, Part A. of the Revised Procedures on page 6, was changed to read:
 2. Because the Committee on Committees, of the Faculty Senate, is constituted to represent the major academic divisions of the university, this committee shall be charged with the preparation of the list of Faculty Senate nominees for search committees not covered in Sections 3 and 4 below.
4. The sentence (This applies to all positions for which there will be faculty representation on search committees.) in Item 2, Part A of the Revised Procedures on page 6 was deleted from the minutes.

The minutes were then approved and accepted.

ANNOUNCEMENTS

1. Chairman Arnoult announced that with the present meeting the number of members of the Faculty Senate had been increased to include the Executive Vice Chancellor. The recommendation passed by the Senate in the Spring of 1977 was approved by the Board of Trustees.

2. Chairman Arnoult reminded the Senators that the deadline for honorary degree nominations is December 1.

OLD BUSINESS

Committee Reports:

1. Committee on Academic Alternatives and Excellences: Senator Smith, Chairman.

Senator Robinson, acting for Senator Smith, made the following report:

- a. Copies of the Statement on Membership to the Graduate Faculty were distributed with the suggestion that discussion of the document be scheduled for the next meeting of the Senate. A copy of the Statement is included with the minutes.
- b. Senator Robinson recommended that the Revised Teaching Load Policy distributed on October 7, 1977, be approved.

The recommendation was seconded and approved. Vote: 29 for, 1 against

2. Committee on Committees: Senator Venier, Chairman.

Senator Venier reported that the meetings of November 7 and November 28, 1977, resulted in the following recommendations to the Senate.

- a. Nominate Ann Richards (Nursing) to the Student Life Advisory Committee.

Second: Senator Remley. Recommendation approved by voice vote.

- b. Nominate Billie Sue Anderson (Physical Education) to the Student Organizations Committee.

Second: Senator Ludvigson. Recommendation approved by voice vote.

- c. Nominate the following as Faculty Senate nominees to the School of Communications Feasibility Study Committee:

Kent Gallagher (Theatre)
David Graham (Music)
Lanin Gyurko (Modern Languages)
Don Sanders (Business)
Karl Snyder (English)

Second: Senator Ludvigson. Recommendation approved by voice vote.

- d. Recommend the following resolution to the Senate:

RESOLVED that the Faculty Senate rescind its recommendation of April 7, 1977, that the make-up of the Courses of Study Committee be changed.

The effects of this resolution would be to include all the Deans of the Colleges and Schools on the Courses of Study Committee.

Second: Senator Dominiak. Vote: 30 for, 1 against, 1 abstention.

- e. Recommend that the Faculty Senate approve in principle the establishment of a Committee on Equal Opportunity Programs. This committee would be charged with guiding all University-wide efforts toward compliance with the various legal requirements of equal opportunity legislation.

Senator Moudy asked if this committee would replace the EEO committee chaired by Dr. Dickinson under the direction of Dr. Wilsey.

The purpose of the proposed committee would be to provide general faculty participation to assure that actions were in compliance with the law and would not replace the EEO committee.

Second: Senator Lewis. Vote: 32 for.

- f. Nominate the following as Faculty Senate nominees to the Committee on Equal Opportunity Programs:

Chairman - Neil Robinson (Home Economics)

Recruitment and Employment Sub-Committee

William Longworth (Brite)
Reva Bell (Education)

Compensation and Promotion

Floyd Durham (Economics)
Frank Terrell (Psychology)

Participation in Academic and Extracurricular Activities

Al Mladenka (International Student Advisor - English)
Rosemary Wilson (Sociology)

Access

Janet Lysaght (Mathematics)

Senator Brewer reminded the Senate that Mr. Mladenka was not a member of the faculty. He recommended that the 7 faculty members be appointed without regard to subcommittee assignments. Senator Venier moved that Senator Robinson be approved as Chairman of the committee. The motion to appoint the seven nominees, without regard to subcommittee assignments, to the Committee on Equal Opportunity Programs with Senator Robinson appointed as Chairman of the committee was seconded by Senator James.

Vote: 29 for, 2 abstentions.

3. Committee on Promotion and Tenure: Senator Lewis, Chairman.

Senator Lewis reported that the committee had met five times and that a

new draft of the Policy on Promotion and Tenure will be forthcoming. There is to be a meeting scheduled with Vice Chancellor Brewer and the University lawyer to assure that all legal requirements are met. The committee expects to submit a revised document to the Senate early in the Spring.

4. Committee on the Role and Function of the Senate: Senator Reuter, Chairman.

Senator Reuter reported that Part B. of the Procedures Section for Faculty Involvement in Search Committees has not been resolved. He urged that faculty suggestions be channeled through the committee.

5. Committee on Student Relations: Senator Bohon, Chairman.

Senator Kirkham reported that there was to be a meeting with Student Representatives on the Student Bill of Rights on December 2, 1977.

6. Committee on Academic Freedom and Grievances: No report.

NEW BUSINESS

1. Senator Reinecke distributed copies of a design for implementing the selection of members of future Search Committees for Academic Deans. A copy of the design is included with the minutes.

A discussion of the design resulted initially in a motion to reword statement (a) under "A procedure will be considered approved if it" to read:
(a) receives the votes of a majority of the full-time faculty of the college in a written ballot.

Following discussion of the implications of such wording, Senator Venier amended the motion to change the wording back to the original statement:
(a) receives a majority of the votes of the full-time faculty of the college in a written ballot.

Second: Senator Rhodes. Vote: 23 for, 7 against.

Senator Moudy moved to table the motion to accept the proposed design.

Second: Senator Farrar. Vote: 7 for, 23 against.

The question was called and the motion was passed to accept the suggested design.

Vote: 23 for, 7 against.

2. Acting Dean of Adran Corder addressed the Senate and requested that the Senate reconsider the portion of the policy statement on the Recommended Procedures for Faculty Involvement in Search Committees that excludes non-tenured faculty from participation on Search Committees.

Senator Durham moved to modify the policy in accordance with Acting Dean Corder's request to allow the inclusion of non-tenured faculty who meet the requirements for election to the Faculty Senate on Search Committees

for Academic Deans.

Senators Dominiak and Reinecke reminded the Senators during the discussion of the motion that this recommendation had been the subject of lengthy discussion in two previous meetings of the Senate and that motions had been made and voted upon. The Policy Statement approved on October 20, 1977 should be supported.

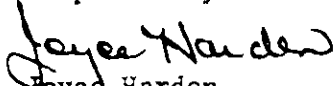
Senator Brewer said that although it was unlikely that a document of this type could meet with complete agreement and although the requirements for selection to the Search Committee might be somewhat loose, he would support Senator Durham's amendment.

The question was called and the vote taken. Vote: 10 for, 16 against.

3. Senator Jones asked if it was mandatory that Faculty Evaluation Forms be completed. He was advised that no action had been taken on this matter.

The meeting adjourned at 5:23 p.m.

Respectfully submitted,


Joyce Harden
Secretary

page 6
Faculty Senate
December 1, 1977

Copy of a design for implementing the selection of members of future Search Committees for Academic Deans distributed by Senator Reinecke.

The Senators representing a particular college shall call a meeting of the faculty of that college for the purpose of

- (1) Explaining the recently approved document on the selection of Search Committees.
- (2) Soliciting suggestions as to possible mechanisms that college wishes to use to select its own Dean Search Committee.
- (3) Selecting a procedure to be approved by written ballot of all full-time faculty of that college.

A procedure will be considered approved if it

- (a) receives a majority of the votes of the full-time faculty of the college in a written ballot
- (b) meets the Senate Guidelines
- (c) is filed with the Committee on Committees of the Faculty Senate

For the selection procedure for Departmental Chairperson Search Committees, it is proposed that the Departmental Advisory Committees perform the functions listed above for the Senators of that college.

STATEMENT ON MEMBERSHIP TO THE GRADUATE FACULTY

POLICY STATEMENT

- I. Every course that carries graduate credit in the University must be taught by an instructor who has been approved as a member of the Graduate Faculty or as an Associate or Adjunct Member of the Graduate Faculty by the Dean of the Graduate School under policies established by the Graduate Council.
- II. The Graduate Council requires that teachers of graduate courses be approved in one of three ways:
 1. By appointment to the Graduate Faculty. On the formal request of the Chairman of the Department and the Dean of the College or School, the Dean of the Graduate School may appoint a member to the Graduate Faculty. A member of the Graduate Faculty has continuing authorization to teach graduate courses and to direct theses and dissertations as they are needed by his/her Department or School.
 2. By special authorization as an Associate Member of the Graduate Faculty. Upon the recommendation of the Chairman of the Department and Dean of the College or School, the Dean of the Graduate School may authorize a member of the University faculty to teach for graduate credit a particular course or courses for a limited period and during that period to co-direct theses and dissertations and to serve on thesis and dissertation committees. Normally, such appointments will not extend beyond a cumulative total of six years.
 3. By appointment as an Adjunct Member of the Graduate Faculty under procedures described below.
- III. Each Department or School is responsible for getting formal approval of the Graduate School before its instructors are assigned to teach graduate courses.
- IV. Every two years, in time for the printing of a new Graduate School Catalogue, the Graduate Council will review membership of the Graduate Faculty. At this time the Graduate Council will determine whether an individual may continue his/her appointment as Graduate Faculty or, in marginal cases, whether a member of the Graduate Faculty will retain his/her membership for a two-year probationary period. At any time the Graduate Council has the right to request of the Dean of the Graduate School lists of both Graduate Faculty and Associate Members for the purpose of approving or disapproving membership or extending membership to Graduate Faculty on a probationary basis. All such decisions will be determined by a majority vote of the Graduate Council.

THE GRADUATE FACULTY

- I. To be admitted to the Graduate Faculty, an individual must have attained a high degree of proficiency both as a teacher and as a scholar, the latter demonstrated by recognized research or artistic creativity.

Specifically, he/she should meet the following requirements:

1. Hold the doctorate or a degree that is terminal in his/her field of study.
2. Hold the rank of Professor, Associate Professor, or Assistant Professor.
3. Have demonstrated capability to teach at the graduate level.
4. Have demonstrated the ability to do significant research or creative activity on his/her own.

A member of the Graduate Faculty should be involved in significant creative activity that will lead ultimately to recognition by his/her professional colleagues. Appointment to the Graduate Faculty is contingent upon such recognition. Additionally, members of the Graduate Faculty will be reviewed every two years by the Graduate Council to determine whether they are continuing in such creative activity as evidenced by their contribution to scholarship in the form of published books, articles in scholarly journals, papers read at professional meetings, original composition and performance in the fine arts, or other recognition of their scholarly achievements.

- II. Members of the Graduate Faculty who are significantly involved in the graduate program should be scheduled to teach no more than nine hours in any one semester.
- III. At the beginning of each academic year, each Department, College, or School should report to the Graduate School a summary of the scholarly activities of each of its members of the Graduate Faculty.

ADJUNCT MEMBERS OF THE GRADUATE FACULTY

Upon the recommendation of the Chairman of a Department and with the concurrence of the Dean of the appropriate College or School, the Dean of the Graduate School may appoint as Adjunct Members of the Graduate Faculty for specific terms not to exceed two years individuals who possess suitable academic credentials, but who are not members of the TCU faculty. These individuals may be appointed to:

1. Teach a graduate class that cannot otherwise be taught by a regular faculty member of that Department or School.

2. Serve as a member of a graduate student's advisory committee.
3. Co-direct a student's thesis or dissertation research. Such an appointment, however, can only be made with the following provisos: (a) the arrangement provides educational and research opportunities not otherwise available to the student at TCU, (b) the appointment is made with the concurrence of the Graduate Council, (c) an appropriate member of the TCU Graduate Faculty is designated as co-chairman of the student's advisory committee and co-director of the thesis or dissertation, and (d) a token honorarium is paid to the adjunct faculty member for this service.

Graduate Faculty members of other universities teaching courses to TCU students over the TAGER television network will be considered automatically adjunct members of the TCU Graduate Faculty and, upon formal request of the Department or School and approval of the Graduate School, may serve as members of a student's graduate advisory committee.



TEXAS CHRISTIAN UNIVERSITY
Fort Worth, Texas 76129
817-926-2461

Faculty Senate

File



THE FACULTY SENATE

Minutes of the Meeting, November 3, 1977

Attending: Adams, Arnoult, Beckelhymer, Bohon, Bond, Boyd, Brewer, Colquitt, Deeter, Dominiak, Durham, Farrar, Felton, Flowers, Guenther, James, Jones, Kirkham, Lewis, Ludvigson, McWhorter, Reinecke, Remley, Reuter, Rhoades, Robinson, Stanley, Vanderhoof, Venier, Winesanker.

Absent: Ackley, Clegg, Ehlmann, Harden, Horn, Moudy, Odom, Smith, Steele, Stewart, Suther, Wilsey.

The meeting was called to order at 3:37 p.m. with Chairman Arnoult presiding. The minutes of the October 20th meeting were approved and accepted as submitted.

Chairman Arnoult stressed several items needing careful consideration by the Senate.

1. Nominations for Honorary Degrees must be submitted no later than 1 Dec., the date of the next regularly scheduled Faculty Senate meeting. Nominations must be submitted on the official NOMINATION FORM to be obtained from Dr. Joyce Harden, Secretary, Faculty Senate.
2. There will be a Faculty Assembly on 22 November called by Chancellor Moudy to discuss the actions of the Board of Trustees.
3. Chancellor Moudy's directive concerning the 1965 "philosophy and objectives of TCU" was circulated with the request for written responses on its current appropriateness submitted by 1 March 1978.
4. Chairman Arnoult reminded the Senate that the Committee on the Role and Function of the Senate has a responsibility as a collecting point, but everyone is responsible for suggestions and ideas to assist the Committee in its deliberations.

OLD BUSINESS

Committee reports:

1. Committee on Finances and Compensation: Senator Durham, Chairman.
A report of the confusion arising from the computation of salary for summer school teaching was given with the re-

commendation that letters of appointment be more specific in stating that the salary scale is based on the academic year salary as computed in the Spring of the year, i.e., 7% of the annual salary as computed in April/May. Vice-Chancellor Brewer advised that this was being acted upon based on his recommendation that computation of summer school salary be based on January 1 salary.

2. Committee on Academic Alternatives and Excellences:
Senator Flowers acting for Senator Emmet Smith, Chairman, with the following report:
A meeting of the committee with all members present, 3:00 p.m., November 1.

- a. The committee had been asked to study the recently formulated Statement on Membership to the Graduate Faculty. Faculty reaction to the document had revealed some degree of apprehension on the part of some as to its precise purpose and meaning. After lengthy study of the statement, it was decided that the committee needs clarification of its duties as they pertain to this matter. The reason for this decision was the general belief that the future status of the Graduate School's identity and leadership is somewhat in doubt, and the committee members think that this is not the time to spend many hours on a task that may soon be irrelevant. Therefore, for the moment, the committee has no words of wisdom to impart. This statement should not be misconstrued as a lack of concern by the committee. All members expressed profound interest in doing whatever necessary and possible to strengthen academic efforts and standards at Texas Christian University.

- b. Having been instructed to evaluate the effectiveness of the present method of selecting the Green Chair Professors, the members of the committee felt that university departments are usually careful in making nominations, and that having one central authority to process the requests and to issue the invitations has been satisfactory. The committee deplores the thought of proliferating committees, so it wishes to suggest that if additional faculty involvement be desired, no new committee be formed, but that an existing organization such as the Honors Council be asked to cooperate with the Administration in the Green Chair program for visiting professors.

Upon Senator Remley's recommendation the Committee was advised to consult with Acting Dean Koehler to investigate areas for possible discussion or concern.

3. Committee on Committees: Senator Venier, Chairman.
Senator Venier presented the following resolution:
RESOLVED that the Faculty Senate remind the various officers of the University authorized to appoint committees involving faculty representation that a list of approved nominees for such positions should be obtained from the Chairman of the Faculty Senate.
Senator Brewer - 2nd, and the resolution carried unanimously (29 for)
The Committee requested that any additional names of nominees for the Communications Committee be submitted to them immediately.
4. Committee on Student Relations:
no report
5. Committee on Academic Freedom and Grievances:
no report
6. Committee on the Role and Function of the Senate:
Senator Reuter, Chairman.
The Committee had received three letters of recommended changes in the statement: "Recommended Procedure for Faculty Involvement in Search Committees". Senator Reuter requested any additional recommendations. (None were forthcoming.)
Senator Reuter, "acting as an individual senator and not as a member of a committee" submitted his own recommendation for changes in the original policy (which incorporated the recommendation he had received).
Senator Brewer urged the Senate to act promptly on this matter because of the pressing need to search for the positions of the Add-Ran and Graduate Deanships.
The Senate then proceeded to examine the "Original Document and Senator Reuter's "Recommendation".
The following motions resulted: (the final approved policy and procedures for Faculty Involvement in Search Committees appears below.)

Motion 1. Senator Venier. "A general advertisement should be put out at this time in order to start the search for these positions and to alleviate the necessity to rush into forming a search committee."
Senator Brewer advised that the Search Committee should have input into the statement of the advertisement.
Vote to Table this motion: 23 for, 6 abstentions.

Motion 2. Part A, Sec. 2,1
Senator Reuter moved that his new recommendation be accepted. Senator Colquitt suggested that the positions for searches be defined. After discussion, the motion to change the

"Original Procedure" as recommended was put to the vote and was defeated: 1 for, 19 against, 9 abstentions. The statement of "Original Procedure" Part A, Sec. 2,1 was, therefore, accepted.

Motion 3. Part A. Sec. 2,2.

Senator Brewer suggested a definition for equitable representation for the "natural divisions" within the University. Senator Remley stated that all "units" are not equal in all situations and the general nature of this section (as expressed also by Senator Venier) was intended to be flexible to cover all potential issues as they occurred. Senator Reinecke offered an additional sentence to the section that the natural division shall be determined by the supervising administrator and the Executive Committee of the Faculty Senate. (This applies to all positions for which there will be faculty representation on search committees.) The motion carried: 25 for, 2 against, 2 abstentions.

Motion 4. Part A. Sec. 2,3.

A lengthy discussion concerning the electoral process in the various colleges concluded that the Faculty Senate could only advise for and gather results from such elections. Senator Brewer suggested that "the Faculty Advisory Committees of each department and school will work with the faculty of that unit in drawing up the procedures for an electoral process". The amended section as presented below was put to the vote and was passed 22 for, 3 abstentions.

Motion 5.

Senator Reinecke made the motion that "the electoral process of a college will be presented to the Committee on Committees by the Senators of that college after approval by direct ballot of the Faculty of that college". The motion failed to carry: 5 for, 13 against.

Motion 6. Part A, Sec. 2,4.

to delete the original sec. 2,4.
The motion carried: 23 for, none against.

Motion 7. Part A, Sec. 2, substitute 4.

Following a discussion in which Senator Kirkham questioned the necessity to name the various divisions, the substituted and amended 4 (as appears below) was approved: 23 for, none against.

Motion 8. Part A, Sec. 2,5.

The motion to accept the original 5 was approved. 19 for, 2 against, 2 abstentions.

Motion 9. Part A, Sec. 2,6.

Senator Dominiak suggested that the 2nd & 3rd sentences of the original 6 be deleted. A question from Senator Boyd arose concerning the constitutionality of the amended item. When put to the vote, the amended item carried: 18 for, 1 against, 3 abstentions.

Motion 10. Part A, Sec. 2,7.

The motion to delete the original 7 and to replace it with the new, recommended 7 carried: 20 for, 1 against, 1 abstention.

Motion 11.

To approve the Procedures Part A as amended by this meeting of the Faculty Senate.
20 for, 1 against, 1 abstention.

The meeting adjourned at 5:45 p.m.

Respectfully submitted,



Craig Felton
Assistant Secretary

RECOMMENDED PROCEDURES FOR FACULTY INVOLVEMENT IN SEARCH COMMITTEES.

Revised Policy Statement: see Faculty Senate Minutes - 20 October 1977,
p. 4.

Revised Procedures:

Part A. Recommended Selection Procedures for Search Committees
in Policy Statement,
Section 2.

1. The administrator with oversight for the position to be filled, and the Executive Committee of the Faculty Senate shall consult to determine the size of the search committee and therefore, also, the number of Faculty Senate nominees.
2. Because the Committee on Committees, of the Faculty Senate, is constituted to represent the major academic divisions of the university, this committee shall be charged with the preparation of the list of Faculty Senate nominees for search committees. In its nominations to search committees, the Committee on Committees shall seek to assure equitable representation from the natural divisions of the unit for which the administrator is sought. The natural divisions shall be determined by the supervising administrator and the Executive Committee of the Faculty Senate. (This applies to all positions for which there will be faculty representation on search committees.)
3. For administrative positions in departments, in all schools and colleges except the Graduate School, the Committee on Committees shall obtain from the faculty of the unit in which the administrative vacancy exists a list of nominees for the search committee. This list shall represent nominees chosen through an electoral process. The faculty of each department and of each of the schools and colleges, except that of the Graduate School, will determine its own electoral process by which its representatives will be nominated for membership on the search committee. A descriptive report of this electoral process will be filed with the Committee on Committees of the Faculty Senate. Because the Committee on Committees is constituted to represent the major academic divisions of the university it is charged with the responsibility of initiating this electoral process at the appropriate time and where necessary supervise or conduct the election. The list of nominees shall be presented to the supervising administrator for the position as recommendations for formal appointment to the search committee.

4. The search committee for the position of Dean of the Graduate School will include at least one representative elected from among the faculties of each of the schools and colleges and the three divisions of Add-Ran. The Committee on Committees will conduct these elections and will then present the list of elected nominees from each of these units to the supervising administrator as recommendations for appointment to the search committee.
5. Other members of such search committees shall be nominated by the administrator charged with oversight for the position to be filled. The method of selection of these nominees shall be the prerogative of the administrator so charged.
6. The Executive Committee of the Faculty Senate and the administrator with oversight for the position to be filled shall consult with one another in order to arrive at a mutually agreeable membership for the committee.
7. The administrator with oversight for the position to be filled shall appoint the chairman of the search committee from among the elected faculty members after consultation with the Executive Committee of the Faculty Senate. The administrator shall have oversight for the search committee with regard to: (1) compliance with legal regulations, (2) advertising, (3) establishment of a timetable for conclusion of the search, (4) committee budget, and (5) meeting with the committee when appropriate.



TEXAS CHRISTIAN UNIVERSITY
Fort Worth, Texas 76129
817-926-2461

Faculty Senate

✓
THE FACULTY SENATE

Minutes of the Meeting, October 20, 1977

Attending: Ackley, Adams, Arnoult, Beckelhymer, Bohon, Boyd, Brewer, Clegg, Colquitt, Deeter, Dominiak, Durham, Felton, Flowers, Harden, James, Lewis, Ludvigson, McWhorter, Raincke, Remley, Reuter, Rhoades, Robinson, Stanley, Vanderhoof, Venier, Winesanker.

Absent: Bond, Ehlmann, Farrar, Guenther, Horn, Jones, Kirkham, Moudy, Odom, Smith, Steele, Stewart, Suther, Wilsey.

The meeting was called to order at 3:40 pm with Chairman Arnoult presiding. The minutes of the October 6th meeting were amended to read as follows on page 2, paragraph 3, line 4: "on or before the 20th of October to discuss the reactions of the faculty and make a decision at that time." The minutes were then approved and accepted.

Chairman Arnoult clarified the action of the Executive Committee with regard to the appointments for the positions of Acting Dean of the Graduate School and Acting Dean of Add Ran. He reported that the Executive Committee approved the procedures used in the selection process but were not involved in the selection of the individuals for these positions.

Chairman Arnoult reported that he had been contacted by student representatives from the University of Texas at Arlington with regard to a rumor that the dismissal or pending dismissal of three professors on the UTA campus had been discussed in the Faculty Senate. No discussion had or did occur.

Chairman Arnoult reminded the members of the Senate of their obligation to vote on issues and motions brought to the floor. He further indicated that the members were the representatives of the faculty. With regard to the actions of the Senate, Chairman Arnoult said that the Senate does not pass laws but rather advises and recommends.

OLD BUSINESS:

Committee Reports:

Senator Venier, Chairman of the Committee on Committees reported that the following people had been nominated to fill vacancies to various University Committees.

Evaluation Committee - Dr. Charles Lockhart, Political Science

Traffic Regulations and Appeals Board - Dr. John Perkins, Economics

Student Publications - Dr. James Newcomer, English

Rec'd
10/31/77

Student Grievances - Dr. David Vanderwerken, English
Mr. Joseph Schott, Criminal Justice

University Court - Dr. Nell Senter, Philosophy

The motion to recommend the nominations was seconded and the motion passed.

Recommended Procedures for Faculty Involvement in Search Committees:

Chairman Arnoult asked that the Senate follow this procedure in discussion of the document prepared by the Committee on the Function and Role of the Faculty Senate:

1. Proceed through the document section by section and make comments or changes specific to the section.
2. Discuss individual sections not in terms of discontent with the section but rather in terms of specific revision of the section.

Senator Venier moved that an objection to the objection of the document be removed from the table for discussion. Senator Deaton asked for clarification on the origin of the impetus for development of the document. Senator Reuter replied that when the resignations of the Dean of the Graduate School and the Dean of Add Ran occurred during the summer, the committee members asked if the formulation of recommended procedures for faculty involvement in search committees should be part of the Committee's function. Dr. Wilsey investigated and reported that (1) there was no stated policy on the formation of search committees for administrative vacancies, and (2) that the administration would welcome the suggestions of the Committee.

Action on the Statement of Purpose:

No comments or suggestions for change were made on the stated purpose of the recommended procedures.

Action on the Statement of Policy:

Senator Venier moved that the second sentence of Section 2 of the Policy statement be deleted. He said that the faculty from a unit might wish to include people from outside the unit on a search committee. The motion was seconded and failed to pass - vote 6 for, 22 against.

Senator Ackley moved that the sentence "Except for search committees purposed to make recommendations for departmental chairmen, Faculty Senate nominees to search committees shall be tenured." be deleted from Section 5 of the Policy statement. The motion was seconded and after discussion the vote was taken. The motion failed to pass - vote 5 for, 23 against.

Senator Brewer made specific suggestions on the wording of Sections 2 and 3 of the policy statement to define the type of administrative position affected by the policy. In addition, he suggested the addition of a new Section 4 to precede the stated Section 4. The purpose of the new section was to clarify policy to be followed when a question of the searchability of a position occurred.

After discussion of the wording of Section Two of the policy statement, Senator Venier moved that the revised section be accepted. The motion was seconded and passed - vote 23 for, 3 against.

The revision of Section 3 was put to the vote and was accepted. - vote 24 for, 2 against.

After discussion of the new Section 4 policy statement, Senator Remley moved that a revised wording of the section be accepted. The motion was seconded and passed - vote 25 for, 1 against.

Senator Durham moved that Section 5 (formerly Section 4) of the Policy statement be accepted. The motion was seconded and passed - vote 26 for.

Senator Adams moved that the last sentence of Section 6 (formerly Section 5) be changed to read " Except for search committees purposed to make recommendations for departmental chairmen, a majority of the Faculty Senate nominees to search committees shall be tenured." as suggested by Senator Rhoades. The motion was seconded and failed to pass - vote 5 for, 21 against.

The motion was made that the Purpose and Policy Statements of the Recommended Procedures for Faculty Involvement in Search Committees be accepted. The motion was seconded and passed - vote 24 for, 1 against. A copy of the revised Policy Section is included with the minutes.

Senator Reinecke asked that Senators send recommendations for amendments to the Procedures Section to the Committee on the Role and Function of the Faculty Senate by October 27, 1977.

The meeting adjourned at 5:20 pm.

Respectfully submitted,

Joyce Harden
Secretary.

RECOMMENDED PROCEDURES FOR FACULTY INVOLVEMENT
IN SEARCH COMMITTEESREVISED POLICY STATEMENT:

- Section 1: For the positions of Chancellor and Executive Vice Chancellor, the nominees of the Faculty Senate to these search committees shall number no less than the number of representatives from any other university constituency.
- Section 2: Where the appointment is to other administrative positions with policy and decision making responsibilities for the academic functions of the university, a majority of the search committee members shall consist of faculty nominated through the Faculty Senate. These nominees shall be selected from faculty in the administrative unit in which the administrative opening exists.
- Section 3: Where the appointment is to a position responsible for non-academic functions of the university, at least two nominees of the Faculty Senate are to be included on the search committees charged with making recommendations for such appointment.
- Section 4: In determining whether a position is searchable, the administrator with oversight will consult with the Executive Committee of the Faculty Senate for a clarification. If consensus is not reached, the final decision will be made by the Executive Vice Chancellor.
- Section 5: All search committees established to fill administrative positions shall be ad hoc committees.
- Section 6: Faculty Senate nominees to search committees for administrative personnel shall be full-time faculty. Full-time faculty is herein defined by the same criteria used to determine eligibility for election to the Faculty Senate.

Except for search committees purposed to make recommendations for departmental chairmen, Faculty Senate nominees to search committees shall be tenured.

Oct. 20, 1977
Approved by Senate



TEXAS CHRISTIAN UNIVERSITY
Fort Worth, Texas 76129
817-926-2461

Faculty Senate

File

✓

THE FACULTY SENATE

Minutes of the Meeting, October 6, 1977

Attending: Ackley, Adams, Arnoult, Beckelhymer, Bohon, Boyd, Brewer, Clegg, Colquitt, Deeter, Dominiak, Durham, Ehlmann, Felton, Flowers, Harden, Horn, James, Jones, Kirkham, Ludvigson, McWhorter, Odom, Reinecke, Remley, Reuter, Rhoades, Robinson, Stanley, Steele, Vanderhoof, Venier, Winesanker.

Absent: Bond, Farrar, Guenther, Lewis, Moudy, Smith, Stewart, Suther, Wilsey.

The meeting was called to order at 3:30 pm with Chairman Arnoult presiding. The minutes of the May 5th meeting were corrected on page 3, paragraph 6, line 3 to read: "responsibility - and no way that the administration can say that everything the faculty." The minutes were then approved and accepted.

A letter from Jim Corder expressing his appreciation to the Senators for electing him as Chairman of the Senate and his best wishes for the year was read. Chairman Arnoult reminded the Senators of the need to nominate individuals for honorary degrees by December.

OLD BUSINESS:

Senator Remley nominated Ron Flowers to fill the vacated office of Vice Chairman. The nomination was seconded by Senator Felton. There were no other nominations from the floor. The motion that nominations cease was seconded and Senator Flowers was unanimously elected as Vice Chairman.

Chairman Arnoult reported that the Executive Committee of the Senate had met four times during the summer with Vice Chancellor Brewer. Minutes of those meetings will be distributed to the Senate. In addition, the Executive Committee met with Executive Vice-Chancellor Wilsey and the Vice Chancellors of the University to discuss University goals for the year.

NEW BUSINESS:

Chairman Arnoult distributed copies of the Senate roster, Committee assignments, and charges for each of the committees. Dates for committee reports were also suggested.

Committee Reports:

Senator Durham, Chairman of the Committee on Finances and Compensation distributed copies of a cost of living and academic salaries report that indicated consumer prices rose .4 per cent in July, up 6.7 per cent in 12 months. General wages rose .6 per cent in July. The chart indicated that faculty salaries were considerably below those of the wages and salaries paid to non-agricultural employees.

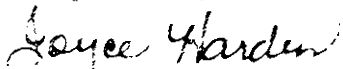
Senator Reuter reported that the Committee on the Function and Role of the Senate had been given the charge of formulating recommendations for policies and procedures to be used in establishing search committees for administrative vacancies. By mid-September the initial recommendations were prepared. A revision of the recommendations was delivered to the Chancellor and Vice Chancellor of Academic Affairs early this week. Senator Reuter indicated that details of the procedures had not yet been finalized; however, he moved that the Senate adopt the present recommendations. Senator Reinecke seconded the motion.

Following considerable discussion of the recommendations, Senator Reuter suggested that the document be sent to all faculty so that comments could be made to the Senate. Senator Brewer commented that the current timetable for establishing a search committee necessitated speedy action. Senator Deeter made a substitute motion that the Senate recommend to the administration that the intents of the current document be used in the selection of the search committees for the Dean of Add Ran and the Dean of the Graduate School with the idea of using the procedures as a test and that prior to the approval of a final document the entire faculty be consulted. Senator Durham seconded the motion. The motion failed to pass.

Senator Venier moved that the decision on the adoption of the document be tabled and the Executive Committee have copies of the recommended procedures and policies sent to the faculty as soon as possible and that the Senate have a called meeting before the 20th of October to discuss the reactions of the faculty and make a decision at that time. Senator Ackley seconded the motion. Senator Remley asked what effect this delay might have on the formation of the search committee. Senator Brewer indicated that the committee would need to be appointed immediately after November 1. The motion carried 23 to 1.

The meeting adjourned at 5:10 pm.

Respectfully submitted,


Joyce Harden
Secretary.

RECOMMENDED PROCEDURES FOR FACULTY INVOLVEMENT IN
SEARCH COMMITTEES

PURPOSE:

As the representative of broad faculty interests in university affairs, the Faculty Senate has a role as the promoter of responsible faculty involvement in university governance. In university governance a primary concern to the faculty is the selection of administrators in both the academic areas and the support areas of the university. At present, the University has no established, formalized policy for the selection of such administrators nor for the creation of search committees for these positions. Also lacking is a clear definition of what constitutes a "searchable" position.

As its contribution toward the establishment of a policy in these matters, the Faculty Senate recommends that the following be used to formalize faculty involvement in search committees charged with making nominations for administrative personnel in the university.

POLICY:

Section 1: For the positions of Chancellor and Executive Vice Chancellor, the nominees of the Faculty Senate to these search committees shall number no less than the number of representatives from any other university constituency.

Section 2: Where the expected appointment is to other administrative positions with responsibilities for the academic functions of the university, a majority of the search committee members shall consist of faculty nominated through the Faculty Senate. These nominees shall be selected from faculty in the administrative unit in which the administrative opening exists.

Section 3: Where the expected appointment is to a position primarily responsible for support functions of the university, at least two nominees of the

Section 3: (continued)

Faculty Senate are to be included on the search committees charged with making recommendations for such appointment.

Section 4: All search committees established to fill administrative positions shall be ad hoc committees.

Section 5: Faculty Senate nominees to search committees for administrative personnel shall be full-time faculty. Full-time faculty is herein defined by the same criteria used to determine eligibility for election to the Faculty Senate.

Except for search committees purposed to make recommendations for departmental chairmen, Faculty Senate nominees to search committees shall be tenured.

PROCEDURES:

Part A. Recommended Selection Procedures for Search Committees in Policy Statement, Section 2.

1. The administrator with oversight for the position to be filled, and the Executive Committee of the Faculty Senate shall consult to determine the size of the search committee and therefore, also, the number of Faculty Senate nominees.
2. Because the Committee on Committees, of the Faculty Senate, is constituted to represent the major academic divisions of the university, this committee shall be charged with the preparation of the list of Faculty Senate nominees for search committees. In its nominations to search committees, the Committee on Committees shall seek to assure equitable representation from the natural divisions of the unit for which the administrator is sought.

PROCEDURES, Part A, (continued)

3. For administrative positions in departments, in all schools and colleges except the Graduate School, the Committee on Committees shall obtain from the faculty of the unit in which the administrative vacancy exists a list of nominees for the search committee. This list shall represent nominees chosen through an electoral process approved by the Faculty Senate and supervised by the Committee on Committees.
4. The Committee on Committees and the Executive Committee of the Faculty Senate shall then consult on the preparation of the list of nominees for these search committees.
4. The Committee on Committees and the Executive Committee of the Faculty Senate shall then consult on the preparation of the list of nominees for these search committees.
5. Other members of such search committees shall be nominated by the administrator charged with oversight for the position to be filled. The method of selection of these nominees shall be the prerogative of the administrator so charged.
6. The Executive Committee of the Faculty Senate and the administrator with oversight for the position to be filled shall consult with one another in order to arrive at a mutually agreeable membership for the committee. When such agreement has been reached, the Executive Committee of the Faculty Senate shall present the list of Faculty Senate nominees to the Senate for its action. The Executive Committee shall then present the list so approved to the appropriate administrator, who shall then appoint the search committee.
7. The administrator with oversight for the position to be filled shall appoint the chairman of the search committee, who shall be a nominee

PROCEDURES, Part A, (Continued)

of the Faculty Senate. This appointment shall be made after consultation between the administrative supervisor and the Executive Committee of the Faculty Senate.

PROCEDURES

Part B. Recommended Selection Procedures for Search Committees in Policy Section 1 and Section 3.

Procedures Statements in Part A, 2, and Part A, 4 shall apply to search committees for administrative positions indicated in Sections 1 and 3 of the Policy Statement.

PROCEDURES AND RESPONSIBILITIES OF SEARCH COMMITTEES

The search committees shall follow traditional parliamentary and legally required procedures, keep minutes of meetings, and, as appropriate, consult with appropriate university officials and interested faculty for advice, direction, and legal information. The committee shall receive all applications, screen and evaluate all applications, and arrange for personal interviews when appropriate.

After the search committee has completed interviews, evaluations, and deliberations, the search committee, on the basis of a majority vote, shall prepare a list of acceptable candidates for the position. If possible, this list shall be arranged in order of preference. If the administrative supervisor for the position to be filled is not a member of the search committee, the committee will consult with him before the final list is prepared. Following such consultation, the chairman of the search committee shall then present this list to the appropriate administrator for his consideration and action.

