

TCU

TEXAS CHRISTIAN UNIVERSITY

P.O. Box 30791

Fort Worth, Texas 76129

Faculty Senate

MINUTES
THE FACULTY SENATE
Board Room, Sid Richardson Hall
4 May 1989

Senators Present: Mark Toulouse, Jennifer Watson, Neil Daniel, Alice Gaul, Jack Jones, Ellen Page Garrison, Linda Guy, Don Nichols, Pat Paulus, Bill Ray, Ron Flowers, Jim Henley, Linda Moore, Bill Vanderhoof, Mary Bahns, Stephanie Woods, Gail Davis, Ted Klein, Dick Lysiak, Charles Lamb, Ken Morgan, Rhonda Keen-Payne, Judith Solomon, Daryl Schmidt, David Graham, Ed McNertney, Mary Ann Gorman, Sonoa Hensley, Marjorie Lewis, Glenn Routt, and Cynthia Folio.

Senators absent: Art Ehlmann, Terry Ellmore, Kathleen Martin, Spencer Tucker, Morri Wong, Ron Watson, Rich Forrer, Chuck Becker, Jim Farrar.

Visitors: Vice Chancellor Koehler and new senators--David Balch, Gregg Franzwa, Gerry Dominiak, Ernest Couch.

The meeting was called to order by Linda Moore, Chair, at 3:30 p.m. in the SWR Boardroom. The Minutes of the April Meeting were approved with one change--Janet George's name (page 3) should be Janet George Herald.

Congratulations to the following New Senators for 1989-90:

| | |
|-------------------------------|---------------------------|
| Keith Odom (Humanities) | Toni Craven (Brite) |
| Gregg Franzwa (Humanities) | David Balch (Brite) |
| Ed McNertney (Soc. Sciences) | Carolyn Cagle (Nursing) |
| Ernest Couch (Nat. Sciences) | Gerry Dominiak (at large) |
| Joyce Harden (Communications) | Sonoa Hensley (at large) |
| Alan Self (Business) | Lisa Fusillo (at large) |

ANNOUNCEMENTS:

(1) The Chair congratulated Bob Doran (mathematics) for winning the Minnie Piper Stevens award.

(2) The Doctoral Task Force, chaired by William Jurma, will delay its recommendations until next fall. One reason is that three units will have new leadership, which could have an impact on proposals. Dr. Jurma says a number of good proposals have been submitted, and he will be available this summer if anyone wants to discuss proposals.

(3) Dr. Leo Purdue will be the new Brite Dean. The Fine Arts Dean search is nearing completion.

(4) Sharon Fairchild will be the Humanities representative on the

University Advisory Committee. Also, one more person will be elected by the Senate from Fine Arts and Communication in order to have a representative from each division.

(5) The Faculty/Staff Planning Committee Report (Folio, chair) and the External Environment Committee Report (Pfaffenberger, chair) are available to any Faculty/Staff member who would like to read them. The main reason for not distributing the reports is that their purpose is to serve as advisory documents for the Planning Committee.

(6) A search committee has been established for the Dean of Admissions. Faculty include Pat Paulus, Anantha Babbili, David Grant, Curt Wilson, John Breyer, and Jennifer Watson. The search will begin June 5th and will continue until filled.

(7) The search committee for Chair of the Theatre department will include Joe Helmick (chair), Nancy McCauley, Gaylan Collier, Vince Russo, and Jim Clouser.

(8) The new retirement policy was announced in the Faculty Bulletin (May 2). If there are any questions, contact Edd Bivin's office or Personnel.

(9) Don Mills is chair of a committee that is studying Rush. The committee will be contacting faculty shortly for input. Let Don know if you have suggestions on the questions of spring versus fall, or solutions to problems.

(10) Congratulations to the tennis team for winning the Southwest Conference.

COMMITTEE REPORTS

(1) Student Affairs Committee

Senator Wong was not able to attend the Senate meeting, but Chair Moore reminded the Senate that the report of the Student Relations Committee was included in the April Minutes. The Student Affairs Committee supports the idea of a Task Force to give guidance to the Minority Concerns Committee and hopes to expand minority issues to include the entire campus. The Task Force should also focus on strengthening the relations between TCU and the minority communities of Fort Worth.

(2) Academic Excellence Committee

Senator Toulouse presented a detailed report (included in the Minutes) concerning TCU's hiring of women and minority faculty. These statistics are from Vice Chancellor Koehler's office and include (a) hiring goals (figured from availability data and present underutilization--see pages 1-2; 6-10; 18); actual hirings (see pages 3-5; 19-20); tenure and promotion (see pages 11-14); and statements of minority faculty recruitment efforts (see pages 21-22). From the evidence presented, it appears that the administration is taking steps

to recruit women and minority faculty (see the three-page report from the committee that precedes the data). Concluding remarks from the committee report include suggestions about (a) faculty responsibility in recruitment (b) developing programs in areas of minority studies; (c) minority representation at the administrative level; and (d) minority student recruitment.

Vice Chancellor Koehler reminded the Senate that compiling information does not hire minority faculty--faculty hire faculty. He encouraged departments to identify and recruit qualified faculty through the established professional networks. If the university is successful, it would be because of faculty effort.

(3) Select Committee on Divestment Issues

Senator Schmidt gave a summary of the committee's work this year, which included the gathering of information, arrangements of public forums, increasing awareness and communication, and opening ties with the Board of Trustees. The academic issue which they have addressed this year is the issue of ignorance about divestment and lack of geographical knowledge among students, but the significant social issue has not been addressed forthrightly by the University community, including participation by any segment of the Board of Trustees. The committee made some progress in that direction, with promising future prospects. The chair of the Trustees Faculty Relations Committee, John Roach, attended the last public forum and will meet with the committee over the summer to facilitate further dialogue. Also, additional public forums are being planned. Senator Schmidt therefore asked the Senate for approval to continue as a select committee for another year, but expanding its scope to function as "Select Committee on the University and Social Issues." The Senate approved the proposal by unanimous vote. Nowell Donovan agreed to serve as chair since Senator Schmidt will be on leave and co-chair Senator Routt is retiring. Senator Schmidt is also attending a conference on divestment and sanctions. He thanked Vice Chancellor Koehler for supporting his attendance.

(4) Tenure, Promotion, and Grievance

Senator Flowers presented the final revision of the Faculty Appointment, Reappointment, and Promotion Policy (included in the May 4 Agenda). The most recent revisions resulted from the Faculty Assembly and from correspondence. Senator Toulouse asked about the wording on the last page and all agreed that "Faculty holding this rank" should be changed to "Candidates for this rank." There was also concern about the deletion of the paragraph on p. 11 of the Faculty/Staff Handbook (under 3. Assistant Professor) about participating in professional organizations, presenting papers, and contributing through publication and creative activities. The reason for the deletion was that the requirements for promotion to Assistant Professor usually only requires completion of the doctorate. It was suggested that "and scholarship" be added to "teaching" in that same section. The revised document passed with the two amendments discussed above.

The document on "Stopping the Tenure Clock" will be in next year's agenda. Senator Flowers said that there are many questions that have to be settled before a recommendation can be made. For instance, some did

not think the document was broad enough--that it should include everything from hemorrhoids to hangnails.

Senator Gaul commended Senator Flowers and the committee for all their work and many revisions of the document.

(5) Committee on Committees

Senator Henley presented a list of recommendations for University Committees which will be forwarded to the executive team.

The Senate then elected members of the University Advisory Committee (Dan Southard) and the Faculty Budget Committee (Morri Wong).

One university committee requested a change of name--the Computer Center Committee will become the Academic Computing Committee, since there is no longer a "Computer Center."

The Committee on Committees also decided that graduate faculty status should continue to be required for membership on the Research Committee. Senator Gaul asked about departments that do not have graduate programs; the response was that anyone may apply for graduate faculty status, regardless of whether or not they teach graduate courses.

The Intercollegiate Athletics Committee requested permission to add two individuals as ex-officio members: the academic coordinator Jack Hesselbrock, and pre-major advisor Teoby Gomez. The Senate approved this request.

In response to the letter from Teoby Gomez (discussed at the last Senate meeting), the Committee on Committees recommended that a new university committee be formed, called the Minority Concerns Advisory Committee. Some members of the Senate questioned the need for the word, "Advisory," and it was decided that it would be more consistent with other university committees to take out the word and call it "Minority Concerns Committee." It was also suggested that "Affairs" be substituted for "Concerns," because of the possible negative implication, but this recommendation was not adopted. Senator Henley asked the Senate if they sensed the need for the addition of this committee. Senator Gaul stated that it follows the recommendation made by the Student Relations Committee. Senator Gorman, who served as chair of the Affirmative Action Committee, said that they dealt with a number of minority concerns that were not included in their charges.

The Senate agreed to support the establishment of this committee, but let the Committee on Committees work out the details of composition and oversight (with the help of the Executive Committee). This will then go as a recommendation to the Chancellor.

NEW BUSINESS:

(1) Elections were held for next year's Executive Committee. Congratulations to Chair-Elect Ted Klein, Secretary Alice Gaul, and Assistant Secretary Ellen Page Garrison!

Chair Moore thanked Senator Routt, who has been very active in the Senate and who will be retiring next year. Senator Routt then presented a summary of his experience this year as liaison to the Retired Faculty and Staff Committee. The committee is very active; it puts out a regular newspaper, organizes programs, and is very interested in what

goes on in the Faculty Senate. Senator Hensley will serve as liaison next year.

(2) Chair Moore distributed a proposal for the formation of a Senate Select Committee on Minority Issues for next year. Its purpose is to study and evaluate the various reports and plans regarding minority issues and determine the best means to provide a unified approach to addressing the concerns; it will also provide concrete plans for implementation and present a proposal to the Faculty Senate. Members of the committee will be Linda Moore (chair), Teoby Gomez, Hart Kayser, Don Jackson, Doug Simpson, and Morri Wong. The differences between this committee and the proposed Minority Concerns Committee are:

a. The Select Committee works within a time-frame of one year; the University Committee is on-going.

b. The former would generate charges for the latter.

c. The former would promote communication among departments and provide direction for the whole campus.

d. The former would sponsor forums and other means of communicating and educating.

e. The former would be more of a "brainstorming" committee; its agenda would be open-ended.

The proposal to establish this Select Committee was passed.

(3) Vice Chancellor Koehler made two announcements:

a. Previous Senate action resulted in new faculty having the option to receive thirteen paychecks; however, the auditor made a recommendation against this policy. Instead, new faculty will have a chance to work out a plan for receiving advance pay--one-half month's salary, deducted in equal payments for the rest of the year.

b. The Faculty Bulletin erroneously announced that changes were made in employee/dependants tuition policy. There has been NO change in the policy. The announcement was meant only to warn faculty that they might need to apply for financial aid quickly in order to pre-register for summer courses, since reservations for a course must be paid 10 days in advance. Also, dependants must go through the formal admissions process.

(4) There have been several suggestions that the Senate reconsider the ex-officio membership of the Chancellor and Vice Chancellor in order to increase communication. Chair Moore suggested that this be forwarded to the Role and Function of the Senate Committee for discussion and recommendation early next year. The Senate agreed.

Chair Moore presented closing remarks which included some of the year's accomplishments and her hopes for the future of the Senate (next page). She also thanked the Senate Committee Chairs for their work and passed the gavel to the new Chair, Bill Vanderhoof. Chair Vanderhoof presented a resolution to the Senate that was subsequently applauded:

Whereas Professor Linda Haviland Moore has evidenced long-term, active involvement in all facets of the University, and

Whereas her tenure here has been marked by dedication and

commitment to making TCU a more vital and thriving intellectual and academic community, and

Whereas she has demonstrated diligent, faithful service in and exemplary leadership of the Senate,

Therefore, be it resolved that the Faculty Senate of Texas Christian University extends its heartiest gratitude and appreciation to Professor Linda Haviland Moore, and wishes her continued professional success and personal happiness.

Resolved this 4th day of May, 1989.

The meeting was adjourned at 5:12 p.m.

Respectfully submitted,

Cynthia Folio
Secretary

I assumed the position of chair of the Faculty Senate last year feeling incredible fear about the great responsibility and my ability to handle it well. Thanks to a very hard-working Senate and an Executive Committee that is bright, knowledgeable, and willing to put in extra effort and time we have accomplished many things.

As I look back over the year, I am pleased and satisfied. We have passed a Sexual Harassment Policy. We have rewritten our Constitution and structured a set of bylaws. We have passed an Advisory Committee document. We have passed a proposal for an Undergraduate Council and negotiated from strength to make it responsive to faculty concerns. We have passed a new Grievance document and we are close to finishing the Appointment, Reappointment, and Promotion policy as well. Those documents reflect a lot of hard work and hours of committee time that can never be counted or even adequately appreciated. I am truly grateful for the sustained effort.

This was a year of incredible work and incredible learning. More than anything I am thankful to have had the opportunity to learn so much more about the university, the many roles we as faculty play in making it what it is, and the ways we have the power to make it so much better. I appreciate that all of you and other faculty shared with me your concerns and your appreciation. I appreciate the constant support and humor of the Executive Committee. I am also grateful to Bill Koehler for his open communication, his efforts to solicit our opinions before taking action, and his willingness to really use our ideas and suggestions.

There is a lot of frustration and despair about the role of the Faculty Senate. I don't share that. I am ever optimistic that we play a vital role in this university and can continue to do so. My hope is that we become even stronger because we continue to represent the best that TCU has to offer. We have a strong voice and we are not crying in the wilderness.

I am very tired and yet exhilarated by the past year. It has been a year of personal and professional growth and a year of very hard work. It was well worth it because I have learned so much. It is with sadness and relief that I pass the gavel. I feel confident that we will continue the progress we have made and I thank you for the opportunity to have served as your chair.

Jinda Moore

May 4, 1989

To: Members of the Senate
From: Mark G. Toulouse, for the Academic Excellence Committee
Re: Women and Minority faculty hiring

One of the specific charges for the Academic Excellence Committee this year included the request to "assess the progress of the university in hiring minority faculty members." This report to the Senate addresses this charge. From the evidence our committee looked at, it appears that recruitment of women and minority faculty is a top priority for administration at Texas Christian University. The "Search Procedures For Full-Time Faculty Positions" found in the Administrative Handbook incorporates the EEO/Affirmative Action requirements. In addition, the Deans at TCU have adopted a position statement (November 11, 1987) which expresses a commitment to faculty recruitment of "qualified individuals from underrepresented groups" (see p. 21 of the attached materials). Vice Chancellor Koehler's office has also issued a nine point statement (updated October 1988) describing TCU's "Minority Faculty Recruitment Efforts" (see p. 22).

As the Vice Chancellor's document indicates, whenever a department begins an authorized search, female and minority availability/underutilization data are sent to each department chair (or dean). I have included this utilization analysis material for 1987-88 (p. 1) and 1988-89 (p. 10). Each year in the Spring, based upon this utilization material and upon the current year's employment statistics, Vice Chancellor Koehler's office prepares a report entitled "Utilization Analysis By School/College" (see pp. 6-9). Using this report and the potential faculty positions to be filled for the current year, the office then prepares a report entitled "Faculty Recruitment Goals for Women and Minorities" which spells out the projected goals for hiring individuals from these underrepresented groups (see p. 2 for the hiring goals established for the searches conducted during the last academic year [1987-88]; these searches produced faculty who began service at TCU in 1988-89). As the process currently is conducted, goals are set near the end of the academic year for which they are to apply. In this way, therefore, the goals are already at least half-achieved before they are formulated. Ideally, the utilization study should probably be conducted in the fall, with goals formulated by the January of the year for which they are to apply.

In the Spring of each year, two other reports are produced by the Vice Chancellor's office which describe the results of the previous year's searches. These two reports detail the numbers and percentages of women and minority faculty hired during the preceding year (see pp. 3-4 for these reports). These reports can then be compared with the previous Spring's goal report (compare, for example, pp. 3-4 with p. 2). As this Spring's report of last year's hires indicates, TCU surpassed its goals in hiring minorities and women (see pp. 3-4). Fifteen women were hired (goal was 14); this translates into a net gain of 7 women faculty members in 1988-89. An overall net gain of 10 women has been realized

since 1979-80. Seven minority faculty members were hired (goal was 3); this translates into a net gain of 6 minority faculty members in 1988-89. An overall net gain of 4 minority faculty has been realized since 1979-80.

1988-89 represents a very good year for the university in the hiring of women and minority faculty members. Part of this success might be attributed to the November 1987 "Position Statement" (see p. 21) and to point 1 of the Vice Chancellor's document (p. 22). The latter statement indicates a recent change in policy in two particular areas. (1) A school/department could choose "to recruit only minority candidates . . . without conducting the normal 'nationwide' search." To my knowledge, this policy change has not yet been utilized, though Brite Divinity School conducted a nationwide search last year with a strong encouragement stated for minority and women to apply. That search ended in the hiring of a black faculty member. (2) "The Vice Chancellor's office closely monitors the applicant pool for each faculty position and informs the appropriate dean when minority applicants are identified to ensure that special consideration is given to all qualified minority applicants. Written rejection reasons are required on all minority candidates not hired." This statement represents a significant change in policy. Prior to this policy change, faculty on search committees were often unable to determine which applicants were minority applicants. Dr. Koehler's office now shares information with search committees when minority candidates return the "Voluntary Affirmative Action Information" forms and identify themselves as minorities. This enables proactive measures which were impossible before this policy change took place and probably contributed to the success of last year's minority recruitment.

Of course, one should realize that not all applicants return these forms to TCU (see p. 19). As the "Summary: Full-Time Faculty New Hires (Appointments Effective Fall 1987 & Spring 1988)" indicates, 39% of that year's applicants did not volunteer that information. This report also indicates that, of the remaining applicants (those who did self-identify), 49% (of the remaining 61%) were white and only approximately 12% were minority candidates. No new minority faculty emerged from that particular year's searches.

Though this report has not yet been completed for last year's searches (two departmental search reports have not yet been submitted to the Vice Chancellor's office), initial observations are possible (see p. 20). Out of 100 interviews, 17 were interviews of minority candidates and 44 were interviews of women candidates. 10 offers were extended to minority candidates and 7 of these offers were accepted. 23 offers were extended to women candidates and 15 of these offers were accepted. Though the acceptance rate is fairly good, one can see from these statistics that refusals do affect the process rather dramatically.

Other data provided but not referenced above:

1. pp. 15-17 are the "current progress" reports for the last three years. These reports indicate the total breakdown of the workforce for each academic year (June 1, 1986-May 31, 1987; 1987-88; 1988-89) according to three categories (total faculty, minority group, and females). On the far right is the net change each year in these three categories.
2. p. 18 provides a recent "utilization analysis of part-time faculty."
3. p. 5 provides the breakdown of faculty hired with effective appointments to begin sometime in 1987-88 (equivalent to the 1988-89 sheet provided as p. 4).
4. pp. 11-12 provides the statistics on Tenure decisions for 1989 (p. 11) and 1988 (p. 12).
5. pp. 13-14 provides the statistics on Promotions for 1988 (p. 13) and 1989 (p. 14).

Conclusion: The committee wants to express its belief that sustained and successful minority recruitment of faculty is tied to a larger picture than simple analysis of administrative commitment to the process might provide. In order to attract qualified minority faculty, Texas Christian University needs a commitment from all the members of its community to develop an image of the university which will clearly convey to all minority groups the university's concern for multicultural issues and concerns. This would find several outlets for expression (the following represent only a few suggestions among what could be many others):

- (1) Since it is ultimately faculty who hire new faculty, faculty of each department of the university must communicate openly about their commitment to seeking out minority candidates to fill vacant positions.
- (2) Given the demographic location of this university, new and special programs need to be developed which will speak more intentionally to Hispanic and African-American studies. Some of these concerns are currently addressed by faculty in History, Political Science, Modern Languages, Bible, and other departments of the university. Perhaps the university could find more comprehensive ways to integrate minority studies into the curriculum. This might even take the form of the creation of a Minority Studies Department, staffed mostly by minority faculty.
- (3) Better minority representation (particularly Hispanic and African-American) on TCU's Board of Trustees and TCU's administrative staff.
- (4) Better recruitment of minority students, perhaps aided by providing increased minority scholarship programs and by hiring minority recruiters who are dedicated specifically to the recruitment of minority students.

UTILIZATION ANALYSIS 1987-88 AY

UNIVERSITY SUMMARY

| Department/ Degree | M | F | Total* | Total Min. | National Availability | | | | Total Min. | TCU Work Force | | | | Total Min. | Under (Over) Utilization | | | | Total Min. |
|-----------------------|-----|----|--------|---------------|--------------------------|-------|----------|-------|---------------|-------------------|-------|----------|-------|---------------|-----------------------------|-------|----------|-------|---------------|
| | | | | | Female | Black | Hispanic | Other | | Female | Black | Hispanic | Other | | Female | Black | Hispanic | Other | |
| ADDRAN | | | | | | | | | | | | | | | | | | | |
| Humanities | 32 | 10 | 42 | 1 | 36.3% | 1.9% | 2.0% | 2.1% | 6.0% | 23.8% | --- | 2.4% | --- | 2.4% | 12.5% | 1.9% | (0.4%) | 2.1% | 3.6% |
| Natural Sci. | 58 | 7 | 65 | 2 | 21.8 | 1.7 | 1.2 | 5.2 | 8.1 | 10.8 | --- | 1.5 | 1.5% | 3.0 | 11.0 | 1.7 | (0.3) | 3.7 | 5.1 |
| Social Sci. | 36 | 12 | 48 | 2 | 39.4 | 4.6 | 1.5 | 2.5 | 8.6 | 25.0 | --- | --- | 4.2 | 4.2 | 14.4 | 4.6 | 1.5 | (1.7) | 4.4 |
| BRITE | | | | | | | | | | | | | | | | | | | |
| Humanities | 11 | 2 | 13 | 0 | 9.0 | 1.4 | 0.6 | 1.8 | 3.8 | 15.4 | --- | --- | --- | --- | (6.4) | 1.4 | 0.6 | 1.8 | 3.8 |
| BUSINESS | | | | | | | | | | | | | | | | | | | |
| Business | 31 | 9 | 40 | 1 | 13.6 | 2.6 | 0.9 | 4.6 | 8.1 | 22.5 | --- | --- | 2.5 | 2.5 | (8.9) | 2.6 | 0.9 | 2.1 | 5.6 |
| EDUCATION | | | | | | | | | | | | | | | | | | | |
| Education | 9 | 14 | 23 | 0 | 48.4 | 8.0 | 3.2 | 2.2 | 13.4 | 60.9 | --- | --- | --- | --- | (12.5) | 8.0 | 3.2 | 2.2 | 13.4 |
| FINE ARTS | | | | | | | | | | | | | | | | | | | |
| Fine Arts | 42 | 23 | 65 | 5 | 40.8 | 2.7 | 0.7 | 2.2 | 5.6 | 35.4 | --- | 4.6 | 3.1 | 7.7 | 5.4 | 2.7 | (3.9) | (0.9) | (2.1) |
| NURSING | | | | | | | | | | | | | | | | | | | |
| Nursing | 0 | 22 | 22 | 1 | 95.5 | 3.6 | 0.8 | 2.0 | 6.4 | 100.0 | 4.5 | --- | --- | 4.5 | (4.5) | (0.9) | 0.8 | 2.0 | 1.9 |
| COMPOSITES | | | | | | | | | | | | | | | | | | | |
| COMPOSITES | 219 | 99 | 318 | 12 | 35.7% | 3.1% | 1.3% | 3.1% | 7.5% | 31.1% | 0.3% | 1.6% | 1.9% | 3.8% | 4.6% | 2.8% | (0.3%) | 1.2% | 3.7% |

*Spring 1988 semester

**National Availability data was obtained from Third Edition of Availability Data in Academic Professions and Related Occupations (Colorado Study), 1983, and Availability Data for Professional and Classified Employees in Texas Colleges and Universities, 1983.

NOTE: Social Science Division and College of Fine Arts totals reflect move of Journalism Department.

FACULTY RECRUITMENT GOALS
FOR WOMEN AND MINORITIES

I. Total Underutilization of Females = 4.6% or 15 persons

| <u>Projected Hiring Rates for 1988-89:</u> | <u>Hiring Goals for 1988-89:</u> |
|--|----------------------------------|
| AddRan = 2 x .312 x 10 = 6.24 | 5 |
| Brite = 2 x .09 x 1 = .18 | 1 |
| Business = 2 x .136 x 4 = 1.09 | 2 |
| Education = 2 x .484 x 2 = 1.93 | 1 |
| Fine Arts = 2 x .408 x 8 = 6.53 | 4 |
| Nursing = 2 x .877 x 1 = <u>.88</u> | <u>1</u> |
| 16.85 | 14 |

Composite Hiring Rate for Females: 53.8% or 14 persons for 1988-89

*Ultimate Goal: Add net of 8 females by 1990-91

II. Total Underutilization of Minorities = 3.7% or 12 persons

Composite Hiring Rate for Minorities: 11.5% or 3 persons for 1988-89

Hiring Goal: 2 blacks in AddRan College

**Ultimate Goal: Add net of 5 minorities by 1990-91

* A net loss of 2 females was realized in 1987-88. Although 10 females were hired, 12 females terminated or changed to part time. An overall net gain of 3 females has been realized since 1979-80.

**The number of minorities remained unchanged in 1987-88. An overall net loss of 2 minorities has been realized since 1979-80.

FULL-TIME FACULTY - HIRE/REHIRE SUMMARY*

TEXAS CHRISTIAN UNIVERSITY
FOR PERIOD JUNE 1, 1988 - MAY 31, 1989

| JOB GROUP | TOTAL | MALE | | | | | TOTAL MALE | FEMALE | | | | | TOTAL FEMALE |
|------------|-------|-------|------|------|------|----|------------|--------|---|------|---|------|--------------|
| | | W | B | H | A | AN | | W | B | H | A | AN | |
| ADDRAN | 12 | 4 | 1 | 1 | | | 6 | 4 | | 1 | | 1 | 6 |
| HUMANITIES | | 2 | | | | | 2 | 1 | | | | | 1 |
| NAT. SCI. | | 2 | | | | | 2 | 2 | | | | | 2 |
| SOC. SCI. | | | 1 | 1 | | | 2 | 1 | | 1 | | 1 | 3 |
| BUSINESS | 6 | 4 | | | 1 | | 5 | 1 | | | | | 1 |
| EDUCATION | 4 | 3 | | | | | 3 | 1 | | | | | 1 |
| FINE ARTS | 10 | 5 | | | | | 5 | 4 | | 1 | | | 5 |
| NURSING | 2 | | | | | | | 2 | | | | | 2 |
| BRITE | 1 | | 1 | | | | 1 | | | | | | |
| TOT | 35 | 16 | 2 | 1 | 1 | | 20 | 12 | | 2 | | 1 | 15 |
| % TOT | 100% | 45.7% | 5.7% | 2.9% | 2.9% | | 57.2% | 34.2% | | 5.7% | | 2.9% | 42.8% |

*Appointments effective Fall 1988 and Spring 1989.

FULL-TIME FACULTY HIRED BY SCHOOL AND RANK
1988-89
Appointments Effective Fall 1988 and Spring 1989

| | <u>AddRan</u> | <u>Business</u> | <u>Education</u> | <u>Fine Arts</u> | <u>Brite</u> | <u>Harris</u> | <u>Totals</u> |
|-------------|---|--|--------------------------------|------------------------------------|--------------|----------------|---------------|
| Professors | -- | 3 white males | -- | 1 white male | -- | -- | 4 |
| Associates | 2 white females | -- | -- | -- | -- | 1 white female | 3 |
| Assistants | 2 white males 1 hispanic male 1 black male 1 white female 1 hispanic female | 1 white male 1 Asian male 1 white female | 2 white males | 3 white males* 4 white females* | -- | 1 white female | 19 |
| Instructors | 1 white male | -- | -- | 1 hispanic female | -- | -- | 2 |
| Lecturers | 1 white male 1 white female 1 Amer. Ind. female | -- | 1 white male 1 white female | 1 white male | 1 black male | -- | 7 |
| Totals | 12 | 6 | 4 | 10 | 1 | 2 | 35 |

*Includes one person changed from a full-time or part-time nontenure-track position to tenure-track position.
(Searches were conducted.)

FULL-TIME FACULTY HIRED BY SCHOOL AND RANK
1987-88
Appointments Effective Fall 1987 and Spring 1988

| | <u>AddRan</u> | <u>Business</u> | <u>Education</u> | <u>Fine Arts</u> | <u>Brite</u> | <u>Harris</u> | <u>Totals</u> |
|-------------|----------------------------------|-----------------------------------|------------------|-----------------------------------|--------------|----------------|---------------|
| Professors | -- | -- | -- | -- | -- | -- | 0 |
| Associates | 1 white male | -- | -- | -- | -- | -- | 1 |
| Assistants | 2 white males 2 white females | 2 white males** 1 white female | 3 white females* | 2 white males 1 white female | -- | 1 white female | 14 |
| Instructors | -- | -- | -- | -- | -- | -- | 0 |
| Lecturers | -- | 1 white male** | 1 white female | 4 white males** 1 white female | -- | -- | 7 |
| Totals | 5 | 4 | 4 | 8 | -0- | 1 | 22 |

*All three were changed from full-time or part-time nontenure-track positions to tenure-track positions.
(Searches were conducted.)

**Includes one person hired for temporary 1-year or 1-semester appointment - total 4.
(Searches were not conducted.)

UTILIZATION ANALYSIS BY SCHOOL/COLLEGE
BASED ON 1987-88 EMPLOYMENT

ADDRAN COLLEGE OF ARTS AND SCIENCES
155 Full-time Faculty

| | <u>National Availability</u> | <u>College Total</u> | <u>Difference (People)</u> |
|---------------------------|----------------------------------|--------------------------|--------------------------------|
| Female | 31.2% | 18.1% | 13.1% (20) |
| Total Minority | 7.7 | 3.2 | 4.5 (7) |
| Black | 2.7 | --- | 2.7 (4) |
| Hispanic | 1.5 | 1.3 | 0.2 (1)* |
| Other | 3.5 | 1.9 | 1.6 (2) |
| White (non-hispanic) Male | 62.6 | 80.0 | -17.4 (-27) |

Hiring opportunities estimated at 10 during 1988-89.

BRITE DIVINITY SCHOOL
13 Full-time Faculty

| | <u>National Availability</u> | <u>College Total</u> | <u>Difference (People)</u> |
|---------------------------|----------------------------------|--------------------------|--------------------------------|
| Female | 9.0% | 15.4% | -6.4% (-1) |
| Total Minority | 3.8 | --- | 3.8 (1)* |
| Black | 1.4 | --- | 1.4 (1)* |
| Hispanic | 0.6 | --- | 0.6 (1)* |
| Other | 1.8 | --- | 1.8 (1)* |
| White (non-hispanic) Male | 87.2 | 84.6 | 2.6 (1)* |

Hiring opportunities estimated at 1 during 1988-89.

*Less than .5 persons

M. J. NEELEY SCHOOL OF BUSINESS
40 Full-time Faculty

| | <u>National Availability</u> | <u>College Total</u> | <u>Difference (People)</u> |
|---------------------------|----------------------------------|--------------------------|--------------------------------|
| Female | 13.6% | 22.5% | -8.9% (-3) |
| Total Minority | 8.1 | 2.5 | 5.6 (2) |
| Black | 2.6 | --- | 2.6 (1) |
| Hispanic | 0.9 | --- | 0.9 (1)* |
| Other | 4.6 | 2.5 | 2.1 (1) |
| White (non-hispanic) Male | 78.3 | 75.0 | 3.3 (1) |

Hiring opportunities estimated at 4 during 1988-89.

SCHOOL OF EDUCATION
23 Full-time Faculty

| | <u>National Availability</u> | <u>College Total</u> | <u>Difference (People)</u> |
|---------------------------|----------------------------------|--------------------------|--------------------------------|
| Female | 48.4% | 60.9% | -12.5% (-2) |
| Total Minority | 13.4 | --- | 13.4 (3) |
| Black | 8.0 | --- | 8.0 (2) |
| Hispanic | 3.2 | --- | 3.2 (1) |
| Other | 2.2 | --- | 2.2 (1) |
| White (non-hispanic) Male | 38.2 | 39.1 | -0.9 (-1)* |

Hiring opportunities estimated at 2 during 1988-89.

*Less than .5 persons

SCHOOL OF FINE ARTS
65 Full-time Faculty

| | <u>National Availability</u> | <u>College Total</u> | <u>Difference (People)</u> |
|---------------------------|----------------------------------|--------------------------|--------------------------------|
| Female | 40.8% | 35.4% | 5.4% (4) |
| Total Minority | 5.6 | 7.7 | -2.1 (-1) |
| Black | 2.7 | --- | 2.7 (2) |
| Hispanic | 0.7 | 4.6 | -3.9 (-3) |
| Other | 2.2 | 3.1 | -0.9 (1)* |
| White (non-hispanic) Male | 53.6 | 63.1 | -9.5 (-6) |

Hiring opportunities estimated 8 during 1988-89.

HARRIS COLLEGE OF NURSING
22 Full-time Faculty

| | <u>National Availability</u> | <u>College Total</u> | <u>Difference (People)</u> |
|------------------------------|----------------------------------|--------------------------|--------------------------------|
| Female (other than minority) | 87.7% | 95.5% | -7.8% (-3) |
| Total Minority | 6.4 | 4.5 | 1.9 (1) |
| Black | 3.6 | 4.5 | -0.9 |
| Hispanic | 0.8 | --- | 0.8 (1)* |
| Other | 2.0 | --- | 2.0 (1) |
| White (non-hispanic) Male | 5.9 | --- | 5.9 (1) |

Hiring opportunities estimated 1 during 1987-88.

*Less than .5 persons

total

UNIVERSITY SUMMARY
318 Full-time Faculty

| | <u>National Availability</u> | <u>College Total</u> | <u>Difference (People)</u> |
|---------------------------|----------------------------------|--------------------------|--------------------------------|
| Female | 35.7% | 31.1% | 4.6% (15) |
| Total Minority | 7.5 | 3.8 | 3.7 (12) |
| Black | 3.1 | 0.3 | 2.8 (9) |
| Hispanic | 1.3 | 1.6 | -0.3 (-1) |
| Other | 3.1 | 1.9 | 1.2 (4) |
| White (non-hispanic) Male | 56.8 | 67.9 | -11.1 (-35) |

Hiring opportunities estimated at 26 during 1988-89.

Note: National Availability data was obtained from Third Edition of Availability Data in Academic Professions and Related Occupations (Colorado Study), 1983, and Availability Data for Professional and Classified Employees in Texas Colleges and Universities, 1983.

10

UTILIZATION ANALYSIS 1988-89 AY

UNIVERSITY SUMMARY

| Department/ Degree | M | F | Total* | Total Min. | National Availability | | | | Total Min. | TCU Work Force | | | | Total Min. | Under (Over) Utilization | | | | Total Min. |
|-----------------------|-----|-----|--------|---------------|--------------------------|-------|----------|-------|---------------|-------------------|-------|----------|-------|---------------|-----------------------------|-------|----------|-------|---------------|
| | | | | | Female | Black | Hispanic | Other | | Female | Black | Hispanic | Other | | Female | Black | Hispanic | Other | |
| ADDRAM | | | | | | | | | | | | | | | | | | | |
| Humanities | 33 | 9 | 42 | 1 | 35.5% | 1.9% | 2.0% | 2.1% | 6.0% | 21.4% | --- | 2.4% | --- | 2.4% | 14.1% | 1.9% | (0.4%) | 2.1% | 3.6% |
| Natural Sci. | 57 | 9 | 66 | 2 | 21.9 | 1.7 | 1.2 | 5.2 | 8.1 | 13.6 | --- | 1.5 | 1.5% | 3.0 | 8.3 | 1.7 | (0.3) | 3.7 | 5.1 |
| Social Sci. | 35 | 14 | 49 | 6 | 37.6 | 4.5 | 1.7 | 2.5 | 8.7 | 28.6 | 2.0 | 4.1 | 6.1 | 12.2 | 9.0 | 2.5 | (2.4) | (3.6) | (3.5) |
| BRITE | 11 | 2 | 13 | 1 | 9.0 | 1.4 | 0.6 | 1.8 | 3.8 | 15.4 | 7.7 | --- | --- | 7.7 | (6.4) | (6.3) | 0.6 | 1.8 | (3.9) |
| BUSINESS | 31 | 11 | 42 | 2 | 13.6 | 2.6 | 0.9 | 4.6 | 8.1 | 26.2 | --- | --- | 4.8 | 4.8 | (12.6) | 2.6 | 0.9 | (0.2) | 3.3 |
| EDUCATION | 11 | 14 | 25 | 0 | 47.7 | 7.6 | 3.1 | 2.2 | 12.9 | 56.0 | --- | --- | --- | --- | (8.3) | 7.6 | 3.1 | 2.2 | 12.9 |
| FINE ARTS | 41 | 26 | 67 | 5 | 40.5 | 2.7 | 0.7 | 2.2 | 5.6 | 38.8 | --- | 4.5 | 3.0 | 7.5 | 1.7 | 2.7 | (3.8) | (0.8) | (1.9) |
| NURSING | 0 | 21 | 21 | 1 | 95.5 | 3.6 | 0.8 | 2.0 | 6.4 | 100.0 | 4.8 | --- | --- | 4.8 | (4.5) | (1.2) | 0.8 | 2.0 | 1.6 |
| COMPOSITES | 219 | 106 | 325 | 18 | 35.0% | 3.0% | 1.3% | 3.1% | 7.4% | 32.6% | 0.9% | 2.2% | 2.4% | 5.5% | 2.4% | 2.1% | (0.9%) | 0.7% | 1.9% |

* Spring 1989 semester

** National Availability data was obtained from Third Edition of Availability Data in Academic Professions and Related Occupations (Colorado Study), 1983, and Availability Data for Professional and Classified Employees in Texas Colleges and Universities, 1983.

NOTE: Social Science Division and College of Fine Arts totals reflect move of Journalism Department.

FULL-TIME FACULTY

TENURE 1989*

| | <u>WM</u> | <u>WF</u> | <u>Minorities</u> | <u>Total</u> |
|----------|-----------|-----------|-------------------|--------------|
| Eligible | 10 | 4 | 0 | 14 |
| Tenured | 9 | 4 | 0 | 13 |
| Denied | 1 | 0 | 0 | 1 |

In the Spring 1989 there were 325 full-time faculty, 215 (66.2%) of whom are tenured. Males represent 67.4% (219) of the total faculty and 73.0% (157) of the tenured faculty. Females represent 32.6% (106) of the total faculty and 27.0% (58) of the tenured faculty. Minorities as an aggregate group represent 5.5% (18) of the total faculty and 3.3% (7) of the tenured faculty. Of the 11 minorities who are not tenured, 1 Asian, 1 black, 1 Hispanic and 1 American Indian hold nontenure-track appointments; 2 Asians, 1 black and 4 Hispanics will become eligible for tenure between 1989-90 and 1993-94.

*Tenure granted by the Board of Trustees at its March 1989 meeting is not effective until the beginning of the Fall 1989 semester.

PULL-TIME FACULTY

TENURE 1988*

| | <u>WM</u> | <u>WF</u> | <u>Minorities</u> | <u>Total</u> |
|----------|-----------|-----------|-------------------|--------------|
| Eligible | 12 | 8 | 1 | 21 |
| Tenured | 10 | 6 | 1 | 17 |
| Denied | 2 | 2 | 0 | 4 |

In the Spring 1988 there were 318 full-time faculty, 206 (64.8%) of whom are tenured. Males represent 68.9% (219) of the total faculty and 74.3% (153) of the tenured faculty. Females represent 31.1% (99) of the total faculty and 25.7% (53) of the tenured faculty. Minorities as an aggregate group represent 3.8% (12) of the total faculty and 3.4% (7) of the tenured faculty. Of the 5 minorities who are not tenured, 1 Asian holds a nontenure-track appointment; 2 Asians and 2 hispanics will become eligible for tenure between 1988-89 and 1991-92.

*Tenure granted by the Board of Trustees at its March 1988 meeting is not effective until the beginning of the Fall 1988 semester.

FULL-TIME FACULTY

PROMOTIONS 1988*

Associate Professor Rank (Promotion to Professor)

| | <u>WM</u> | <u>WF</u> | <u>Minorities</u> | <u>Total</u> |
|----------|-----------|-----------|-------------------|--------------|
| Eligible | 4 | 1 | 0 | 5 |
| Promoted | 3 | 0 | 0 | 3 |
| Denied | 1 | 1 | 0 | 2 |

Assistant Professor Rank (Promotion to Associate)

| | <u>WM</u> | <u>WF</u> | <u>Minorities</u> | <u>Total</u> |
|----------|-----------|-----------|-------------------|--------------|
| Eligible | 9 | 5 | 1 | 15 |
| Promoted | 9 | 4 | 1 | 14 |
| Denied | 0 | 1 | 0 | 1 |

Instructor Rank (Promotion to Assistant)

(none)

All Ranks

| | <u>WM</u> | <u>WF</u> | <u>Minorities</u> | <u>Total</u> |
|----------|-----------|-----------|-------------------|--------------|
| Eligible | 13 | 6 | 1 | 20 |
| Promoted | 12 (92%) | 4 (66%) | 1 (100%) | 17 (85%) |
| Denied | 1 (8%) | 2 (34%) | 0 | 3 (15%) |

*Promotions approved by the Board of Trustees at its March 1988 meeting are not effective until the beginning of the Fall 1988 semester.

FULL-TIME FACULTY

PROMOTIONS 1989*

Associate Professor Rank (Promotion to Professor)

| | <u>WM</u> | <u>WF</u> | <u>Minorities</u> | <u>Total</u> |
|----------|-----------|-----------|-------------------|--------------|
| Eligible | 3 | 1 | 0 | 4 |
| Promoted | 3 | 1 | 0 | 4 |
| Denied | 0 | 0 | 0 | 0 |

Assistant Professor Rank (Promotion to Associate)

| | <u>WM</u> | <u>WF</u> | <u>Minorities</u> | <u>Total</u> |
|----------|-----------|-----------|-------------------|--------------|
| Eligible | 6 | 5 | 0 | 11 |
| Promoted | 6 | 5 | 0 | 11 |
| Denied | 0 | 0 | 0 | 0 |

Instructor Rank (Promotion to Assistant)

(none)

All Ranks

| | <u>WM</u> | <u>WF</u> | <u>Minorities</u> | <u>Total</u> |
|----------|-----------|-----------|-------------------|--------------|
| Eligible | 9 | 6 | 0 | 15 |
| Promoted | 9 (100%) | 6 (100%) | 0 | 15 (100%) |
| Denied | 0 | 0 | 0 | 0 |

*Promotions approved by the Board of Trustees at its March 1989 meeting are not effective until the beginning of the Fall 1989 semester.

VCAA
4/20/89

15

CURRENT PROGRESS
FACULTY
AAP

BEGINNING OF PERIOD JUNE 1, 1986
END OF PERIOD MAY 31, 1987

| JOB GROUP a | SPRING 1986 WORKFORCE START | | | ANNUAL PLACEMENT RATE | | PLACE- MENTS | | | ACTUAL PLACEMENT RATE | | 95% OF GOAL MET | | SPRING 1987 WORKFORCE END | | | NET CHANGE | | |
|------------------|-----------------------------------|----------|--------|-----------------------------|--------|-----------------|----------|--------|-----------------------------|--------|--------------------|--------|---------------------------------|----------|--------|------------|----------|--------|
| | TOT b | M/G c | F d | M/G e | F f | TOT g | M/G h | F i | M/G j | F k | M/G l | F m | TOT n | M/G o | F p | TOT q | M/G r | F s |
| ADDRAN: | 158 | 5 | 33 | | | | | | | | | | 164 | 6 | 33 | +6 | +1 | C |
| Humanities | 44 | 0 | 11 | | | | | | | | | | 45 | 1 | 11 | +1 | +1 | 0 |
| Natural Sciences | 63 | 2 | 9 | | | | | | | | | | 65 | 2 | 7 | +2 | 0 | -2 |
| Social Sciences | 51 | 3 | 13 | | | | | | | | | | 54 | 3 | 15 | +3 | 0 | +2 |
| BRITE | 14 | 0 | 2 | | | | | | | | | | 13 | 0 | 2 | -1 | 0 | 0 |
| BUSINESS | 40 | 1 | 6 | | | | | | | | | | 39 | 1 | 8 | -1 | 0 | +2 |
| EDUCATION | 25 | 1 | 13 | | | | | | | | | | 24 | 0 | 13 | -1 | -1 | 0 |
| FINE ARTS | 62 | 5 | 23 | | | | | | | | | | 60 | 4 | 21 | -2 | -1 | -2 |
| NURSING | 24 | 1 | 23 | | | | | | | | | | 24 | 1 | 24 | 0 | 0 | +1 |
| TOTAL FACULTY | 323 | 13 | 100 | | | | | | | | | | 324 | 12 | 101 | +1 | -1 | +1 |
| OCCAS. FACULTY* | 160 | 7 | 70 | | | | | | | | | | *176 | 4 | 82 | +16 | -3 | +12 |
| TOTAL PLACEMENTS | | | | | | | | | | | | | | | | | | |

* PT IN BUDGET CAFB Term IV
Spring occas.

CURRENT PROGRESS

BEGINNING OF PERIOD JUNE 1, 1987

END OF PERIOD MAY 31, 1988

| JOB GROUP | SPRING 1987 WORKFORCE START | | | ANNUAL PLACEMENT RATE | | PLACF- MENTS | | | ACTUAL PLACEMENT RATE | | 95% OF GOAL MET | | SPRING 88 WORKFORCE END | | | NET CHANGE | | |
|------------------|-----------------------------------|-----|-----|-----------------------------|---|-----------------|-----|---|-----------------------------|---|--------------------|---|-------------------------------|-----|----|------------|-----|----|
| | TOT | M/G | F | M/G | F | TOT | M/G | F | M/G | F | M/G | F | TOT | M/G | F | TOT | M/G | F |
| | b | c | d | e | f | g | h | i | j | k | l | m | n | o | p | q | r | s |
| ADDRAN: | 164 | 6 | 33 | | | | | | | | | | 155 | 5 | 28 | -9 | -1 | -5 |
| Humanities | 45 | 1 | 11 | | | | | | | | | | | | | | | |
| Natural Sciences | 65 | 2 | 7 | | | | | | | | | | | | | | | |
| Social Sciences | 54 | 3 | 15 | | | | | | | | | | | | | | | |
| BRITE | 13 | 0 | 2 | | | | | | | | | | 13 | 0 | 2 | 0 | 0 | 0 |
| BUSINESS | 39 | 1 | 8 | | | | | | | | | | 40 | 1 | 9 | +1 | 0 | +1 |
| EDUCATION | 24 | 0 | 13 | | | | | | | | | | 23 | 0 | 14 | -1 | 0 | +1 |
| FINE ARTS | 60 | 4 | 21 | | | | | | | | | | 65 | 5 | 23 | +5 | +1 | +2 |
| NURSING | 24 | 1 | 24 | | | | | | | | | | 22 | 1 | 23 | -2 | 0 | -2 |
| TOTAL FACULTY | 324 | 12 | 101 | | | | | | | | | | 318 | 12 | 98 | -6 | 0 | -3 |
| OCCAS. FACULTY* | 176 | 4 | 82 | | | | | | | | | | | | | | | |
| TOTAL PLACEMENTS | | | | | | | | | | | | | | | | | | |

UTILIZATION ANALYSIS OF PART-TIME FACULTY

1988-89



Part-time Faculty Named in the Budget (or on temporary one-year appointments)

| | <u>Male</u> | <u>Female</u> | <u>Total</u> |
|-------------|-------------|---------------|--------------------|
| Fall 1988 | 4 (36.4%) | 7 (63.6%) | 11 (incl. 1 Asian) |
| Spring 1989 | 4 (40.0%) | 6 (60.0%) | 10 (incl. 1 Asian) |

Part-time Occasional Faculty

| | | | |
|-------------|------------|------------|--------------------------------------|
| Fall 1988 | 82 (51.9%) | 76 (48.1%) | 158 (Incl. 1 black, 3 hispanics) |
| Spring 1989 | 66 (47.5%) | 73 (52.5%) | 139 (Incl. 4 hispanics) |
| Full Year | 1 | -0- | 1 |

Part-time Occasional Faculty (Carswell AFB)

| | | | |
|----------|------------|-----------|---|
| Term V | 4 (66.7%) | 2 (33.3%) | 6 |
| Term I | 3 (75.0%) | 1 (25.0%) | 4 |
| Term II* | 1 (100.0%) | -0- | 1 |

*CAFB Education program was discontinued in fall 1989.

NOTE: These figures do not include those persons who appear elsewhere on the budget (i.e., taught on an overload basis), commission teachers, or music preparatory teachers.

SUMMARY
FULL-TIME FACULTY NEW HIRES
APPOINTMENTS EFFECTIVE FALL 1987 & SPRING 1988

Sixteen (16) full-time searches were conducted during 1986-87 and 22 full-time faculty were hired for appointments effective in the fall 1987 and spring 1988 semesters. (In two departments, 4 faculty were hired from two applicant pools.) Four additional faculty were hired, without nationwide searches being conducted, for temporary one-year or one-semester appointments.

| <u>Number Hired</u> <u>(by race/sex)</u> | <u>Percent</u> |
|---|----------------|
| 12 white females | 45.5% |
| <u>10 white males</u> | <u>54.5</u> |
| 22 | 100.0% |

| | <u>Number of</u> <u>Applications (%)</u> | <u>Number</u> <u>Interviewed (%)</u> | <u>Offers</u> <u>Extended (%)</u> | <u>Number</u> <u>Hired (%)</u> |
|----------------|---|---|--------------------------------------|-----------------------------------|
| Males | 500 (75%) | 21 (51%) | 15 (60%) | 12 (54.5%) |
| Females | 146 (22) | 20 (49) | 10 (40) | 10 (45.5) |
| Unknown | <u>25 (3)</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| Totals | 671 | 41 | 25 | 22 |
| White | 329 (49.0%) | 41 (100%) | 25 (100%) | 22 (100%) |
| Black | 9 (1.3) | 0 | 0 | 0 |
| Hispanic | 12 (1.8) | 0 | 0 | 0 |
| Asian | 60 (8.9) | 0 | 0 | 0 |
| Amer. Native | 0 | 0 | 0 | 0 |
| Unknown | <u>261 (39.0)</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| Totals | 671 | 41 | 25 | 22 |
| Total Minority | 81 (12.1%) | 0 | 0 | 0 |

Incomplete Summary
Full-Time Faculty New Hires
Appointments Effective Fall 1988 & Spring 1989
 (Two Departmental Search Reports have not yet been filed with Vice
 Chancellor Koehler's office; therefore, this information is not yet
 complete)

No. Interviewed:

| | |
|-------|------------------------|
| 46 | White Males |
| 4 | Black Males |
| 3 | Hispanic Males |
| 3 | Asian Males |
| 37 | White Females |
| 1 | Black Female |
| 3 | Hispanic Females |
| 2 | Asian Females |
| 1 | American Indian Female |
| <hr/> | |
| 100 | Total |

No. Offers (No. Accepted):

| | |
|---------|------------------------|
| 18 (16) | White Males |
| 3 (2) | Black Males |
| 2 (1) | Hispanic Males |
| 1 (1) | Asian Males |
| 19 (12) | White Females |
| 1 (0) | Black Females |
| 2 (2) | Hispanic Females |
| 1 (1) | American Indian Female |
| <hr/> | |
| 47 (35) | Total |

POSITION STATEMENT
MINORITY FACULTY RECRUITMENT

The faculty of a major, comprehensive university should reflect a composition similar to that of the larger society in which it exists and provide role models for students in underrepresented groups. TCU recruitment policies for faculty are designed to attract qualified individuals from underrepresented groups.

Further, TCU faculty recruitment activities reflect an attention to:

- (1) proactive identification of potential minorities and other underrepresented groups to insure a strong applicant pool;
- (2) extraordinary recruitment efforts to insure favorable responses from minorities and other underrepresented groups; and finally
- (3) explicit response to the market driven compensation differentials that have been created by the fierce competition among universities for highly qualified minorities and other individuals from underrepresented groups.

TEXAS CHRISTIAN UNIVERSITYMINORITY FACULTY RECRUITMENT EFFORTS

1. Specific search guidelines for full-time and part-time faculty positions have been established (based in part on steps outlined in TCU's Affirmative Action Plan). If a school/department chooses to recruit only minority candidates, it may do so without conducting the normal "nationwide" search. The Vice Chancellor's office closely monitors the applicant pool for each faculty position and informs the appropriate dean when minority applicants are identified to ensure that special consideration is given to all qualified minority applicants. Written rejection reasons are required on all minority candidates not hired.
2. Female and minority availability/underutilization data are sent to each department chair (or dean) when a faculty search is authorized.
3. Departments are required to send position announcements on all full-time faculty vacancies to national women's/minority organizations, including NAACP and appropriate professional organizations. The Vice Chancellor's office assists the departments by provide names of such organizations.
4. TCU participates in the Minority Faculty Identification Program (a minority faculty vita bank), established by Southwestern University. Rosters of minority faculty candidates available in specific disciplines are sent approximately four time per year to departments which are conducting faculty searches.
5. Departments are sent information on minority candidates obtained from the CIC Directory of Minority Doctoral Candidates and Recipients (published annually by a Consortium of the Big Ten Universities and the University of Chicago), the Faculty Data Bank Registry (published by the Southern Regional Education Board) and the Resource Directory of American Indian Professions (published by the University of Wisconsin).
6. TCU advertises faculty positions in Black Issues of Higher Education and El Noticiario (quarterly newsletter published by TACHE).
7. An analysis of the applicant pool is done on each faculty search. Percentages of minorities/females are compared with availability data and documented.
8. Women/minority faculty hiring goals are adjusted annually as part of the Affirmative Action Plan.
9. TCU holds institutional memberships in the Texas Association of Black Personnel in Higher Education (TABPHE) and the Texas Association of Chicanos in Higher Education (TACHE).

VC Academic Affairs
Updated October 1988

Mrs Rebecca S Roach
Academic Affairs
30788
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TCU

TEXAS CHRISTIAN UNIVERSITY

P.O. Box 30791

Fort Worth, Texas 76129

Faculty Senate

*file
finder*

MINUTES THE FACULTY SENATE Board Room, Sid Richardson Hall 6 April 1989

Senators Present: Mark Toulouse, Morri Wong, Jennifer Watson, Neil Daniel, Alice Gaul, Art Ehlmann, Jack Jones, Ellen Page Garrison, Linda Guy, Don Nichols, Pat Paulus, Bill Ray, Ron Flowers, Jim Henley, Linda Moore, Bill Vanderhoof, Terry Ellmore, Stephanie Woods, Gail Davis, Jim Farrar, Nancy Duff, Ted Klein, Rich Ferrer, Dick Lysiak, Rhonda Keen-Payne, Daryl Schmidt, Chuck Becker, Spencer Tucker, David Graham, Ed McNertney, Mary Ann Gorman, Sonoa Hensley, Marjorie Lewis, Glenn Routt, and Cynthia Folio.

Senators absent: Kathleen Martin, Ron Watson, Mary Bahns, Charles Lamb, Ken Morgan, Judith Solomon.

Visitors: Vice Chancellor Koehler, Teoby Gomez and Gail Zimmerman (Academic Services Center), and Melinda Hartman (Skiff).

The meeting was called to order by Linda Moore, Chair, at 3:30 p.m. in the SWR Boardroom. The Minutes of the March meeting were approved.

ANNOUNCEMENTS:

(1) The Chair congratulated members of the Senate who earned tenure/promotion: Alice Gaul, Mark Toulouse, and Gail Davis.

(2) The Planning Process is progressing well: the Faculty/Staff Planning Committee and External Environment Committee reports have been distributed to the Central Planning Committee, which will begin to meet on a regular basis. Any faculty/staff member who would like to read the Faculty/Staff Committee Report should contact any member of that committee (Cynthia Folio, chair). Senator Keen-Payne encouraged faculty and staff to read the report and commended the Faculty/Staff Planning Committee for its work.

(3) The Executive Committee recently reviewed a document that listed guidelines for faculty in helping students with learning disabilities.

(4) The Executive Committee met with the Faculty Relations Committee of the Board of Trustees March 30 and reported on some of the issues that are of particular concern to faculty:

- a. the new University Core Curriculum and its implementation
- b. the new Health Policy
- c. next year's new leadership (e.g. new Deans)

In addition, the Executive Committee reported on the progress of the planning process. The Board also voted to pass the revision of the Constitution and Bylaws recommended by the Faculty Senate.

Senator Schmidt spoke to the Board Committee about the activities of the Select Committee on Divestment Issues and solicited Trustee participation and communication. John Roach, chair of Faculty-Trustee Relations Committee, offered to meet with the Select Committee to offer his and other Trustee members' views about these issues; there seems to be potential for more dialogue.

DISCUSSION WITH VICE CHANCELLOR KOEHLER

The Executive Committee invited Dr. Koehler to the Senate meeting to address several topics. The invitation was also intended as a step towards allowing more direct communication between the Senate and the Vice Chancellor. Dr. Koehler expressed his interest in visiting the Senate more and spoke candidly about his desire to work more closely with the Senate; he does not think of the Senate as an adversary. He also said he enjoys working with the Executive Committee, but understands that this committee is unsure about what it can and cannot share from their meetings with him.

One of the issues that the Vice Chancellor and Executive Committee have been discussing is the Undergraduate Council. An agreement was reached that it would be chaired by a Dean (rather than the Associate Vice Chancellor) on a three-year rotating basis. The Council would also include 12 faculty--8 elected and 4 appointed. Because there are still some details to be worked out, this committee would probably not be in place until 1990, so the Courses of Study Committee will continue for one more year. Dr. Koehler will also be working with the Executive Committee to clarify which types of issues will be forwarded to University Council.

Next, Dr. Koehler reported on the status of the Advisory Committee Structure Document. It has been forwarded to the Deans and will be considered by the Chancellor in the summer; therefore, there is no guarantee that it will appear in the next Faculty/Staff Handbook. It is an important document and should not be rushed.

Dr. Koehler then responded to some questions relating to the Promotion and Tenure Document that is still being revised in the Senate. The issue that has received much attention is whether the separate listing of Advising, Service, and Professional Development gives a false impression of what criteria are used in decisions relating to promotion and tenure. The following are some of Dr. Koehler's responses:

a. Documents that govern promotion and tenure are developed by individual units; the relative weighting of various categories varies from unit to unit.

b. Advising was separated from the category of teaching in order to emphasize the view that it is an important aspect of teaching; it was meant to give merit for good advising, not to punish.

c. Professional development was added to reinforce the idea that faculty have a basic responsibility to remain current. This is more of a long-term expectation than year to year.

d. There should be no doubt that our primary mission is teaching and research. The other three categories (advising, service, and

development) are "necessary but not sufficient." As an example, a faculty member would not be denied tenure for refusing to advise, but we should probably ask if that person really belongs at TCU.

Dr. Koehler announced that he would like to start a search for Dean of Admissions. He explained that Janet George resigned and will be leaving this summer. Rather than look for an Associate Dean, he would like to replace her position with a Dean and relieve Ed Boehm of that responsibility since he has his hands full as Associate Vice Chancellor. In response to one senator's concerns, Dr. Koehler made the assurance that this appointment would not require the addition of an Associate Dean.

Lastly, Dr. Koehler clarified some confusing memos that were recently distributed to faculty:

a. The one from Larry Kitchens about course evaluations did not make it clear that student evaluations of teaching are optional in the spring for tenured faculty, but are mandatory for tenure-track and occasional faculty.

b. The memo about advanced summer registration was a draft that should not have been released.

*not tenured and part-time
p. 23
handbook*

COMMITTEE REPORTS:

(1) Select Committee on Sexual Harassment and Discrimination

Senators Daniel and Keen-Payne presented the final draft of the Policy to the Senate with a few Amendments (the changes are listed and also underscored in the document, which is included in this month's Minutes). Senator Daniel thanked the Department of Philosophy and Vice Chancellor Barr for helping with these last minute refinements. The amendments were approved, but there was some discussion of the document. Senator Wong asked if we should define "timely" response (page 4), but past instances suggest it is better not to impose a deadline. Senator Becker was concerned that the illustrations on page 6 might encourage false accusations, but Senator Keen-Payne made the point that if awareness is increased, instances tend to decline instead. Senator Lewis pointed out that this list appears in the TCU calendar, and there is no apparent increase in accusations. There was also some concern that the last paragraph might be stated too strongly, but evidently this reflects the law and the view of the court.

The Document passed unanimously. The Senate moved to congratulate Senators Daniel and Keen-Payne for their hard work through many revisions of this document.

(2) Student Relations Committee

Senator Wong distributed a Report of the Student Relations Committee of the Faculty Senate (included in the Minutes).

(3) Academic Excellence Committee

Senator Toulouse reported that the committee met with Lois Banta (Personnel) to discuss university strategies for the hiring of minority faculty and staff. She shared some statistics that indicate that the university has a strong commitment to improve its record, especially within the last year. Since Lois was not free to give us these

statistics, Senator Toulouse has requested a copy for the Senate from Vice Chancellor Koehler's office.

(4) Tenure, Promotion, and Grievance

Although Senator Flowers is chair of this committee, Senator Farrar presented the revised Grievance Report (included in the last Agenda) to the Senate. Senator Farrar is eminently qualified to speak about the grievance procedure, since he has been chair of the Hearing Committee and also serves on the Tenure, Promotion, and Grievance Committee. He explained that the main revision is the change from a 2-step to a 3-step process:

- a. advisors assist the person with presentation of the grievance
- b. the grievance committee makes a decision as to whether the issue is really "grievable"
- c. the issue goes before the hearing committee

The previous grievance procedure was hypothetical and untried; the new policy benefits from the wisdom of practical application, written by people who have been involved in the process. The 3-tiered process should help solve the problem of inconsistency in presentation of the grievance (by adding advisors) and should help weed out some grievances before the hearing stage. Most of the changes in the document occur at the top of page 2, which clarifies the decision about what goes before the hearing committee. Also, the order of events on page 3 are obviously different. Other details, such as record-keeping and choosing a chair, are clarified.

Senator Toulouse suggested that the reference to the Handbook on page 6 should give page numbers or topic headings. But since the "appellate routes" are dependent on the type of grievance, the document was amended so that the word "all" is inserted before "appellate." The document (with this one amendment) passed unanimously. Senator Schmidt commended Senator Farrar for his work and the Senate moved to thank him and all the members of the committee.

NEW BUSINESS:

Teoby Gomez (Academic Services Center) asked the Senate for support in creating a university committee to address minority concerns on campus. A letter that he wrote to this effect will be forwarded to the Committee on Committees for discussion and a recommendation. The proposed committee should probably report directly to the Chancellor, since its charges would not be restricted to either student concerns or academic issues (Vice Chancellors Barr and Koehler). There appears to be overwhelming support for such a committee; the question is more when and how. The proposed committee would not be duplicating other committees, such as the Compliance and Affirmative Action Committee, which often deals with problems that are not included in its charges.

The meeting was adjourned at 5:10 p.m.

Respectfully submitted,

Cynthia Folio
Secretary

Faculty Senate
Select Committee on Sex Discrimination
and Sexual Harassment

Summary
Amendments to Harassment Policy
Presented to Senate 4/6/89

- P. 2 II, final ¶. Typo: delete d from determined.
- P. 3 IV, ¶ 2. After third sentence add: "The sexual harassment officer will provide a written report to the appropriate vice chancellor."
- P. 3 IV, ¶ 4. Change request to require.
- P. 3 IV, ¶ 5. Change first sentence to read "The investigating team will present its findings to the sexual harassment officer, who will convey the findings to the vice chancellor and through the vice chancellor to the dean or unit head"
- P. 4 V, ¶ 1. Change "to know the sanctions" to "to know what action, if any, is taken." This change alters the punctuation of the sentence
- P. 4 V, ¶ 3. Change charges to "Records of charges."
- P. 5 Typo: Renumber Appendices as VIII.
- P. 6 VIII, B, ¶ 1. Change "may depend," in sentence 1 to depends. Add therefore after behavior in sentence 2.
- P. 6 VIII, B, 7. Add "an individual's" before "sexual activity."
- P. 6 VIII, C. Combine first two paragraphs, drop two sentences, rewrite opening sentence: "Where a professional relation exists between faculty member and student, or between supervisor and employee, consenting romantic and sexual relationships, while not expressly forbidden, are regarded as unwise."

DRAFT

Prepared 2/18/89

Submitted to Senate 4/6/89, Amended

TEXAS CHRISTIAN UNIVERSITY

Policy on Sexual Harassment

I **Purpose and Applicability**

The purpose of this policy on sexual harassment is to prevent sexual harassment at Texas Christian University by providing a definition of sexual harassment and a clear statement of its prohibition. The policy statement provides protection for victims of sexual harassment, for those accused of sexual harassment, and for the university by establishing procedures for filing complaints and investigating charges of sexual harassment.

This policy applies to faculty members, to administrators at all levels, to university and general staff members, and to students enrolled at or employed by Texas Christian University.

II **Definition**

Sexual harassment takes many forms. Unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature, even if carried out under the guise of humor, constitutes sexual harassment under any of the following conditions:

1. Submission to such treatment is made either explicitly or implicitly a term or condition of an individual's employment or education.
2. An individual's submission to or rejection of such conduct is used as a basis for academic or employment decisions affecting that individual.

3. Such conduct has the effect or the purpose of unreasonably interfering with an individual's academic or work performance or of creating an intimidating, hostile, or offensive employment or educational environment (adapted from EEOC's 1980 Guidelines on Discrimination Because of Sex).

In applying this definition or investigating charges arising from it, the university will adopt the "reasonable person" standard. The judgment of one or more of the parties to a charge will not establish that sexual harassment has occurred. Rather, those investigating a charge will determine whether, in the judgment of a reasonable person, the behavior in question constitutes sexual harassment.

III Texas Christian University Policy

No member of the Texas Christian University community may sexually harass another. Any faculty member, staff member, or student found in violation of this policy will be subject to disciplinary action. Retaliation for filing a complaint against sexual harassment is prohibited.

Deans and unit heads are charged to disseminate this policy statement; to inform faculty members, staff members, and students of the procedures for making a complaint; and to conduct orientation, as needed, on identifying and preventing sexual harassment. Students and employees should be made aware of the importance of documenting incidents that may lead to a complaint.

IV Complaint Procedures

The university's sexual harassment officer, appointed by the Chancellor, is available for counseling on matters of sexual harassment. As part of such counseling, the sexual harassment officer will provide information about applicable laws, university policy, options for resolution of complaints, and requirements of confidentiality.

Any allegation of sexual harassment should be taken immediately to the sexual harassment officer, who will interview the complainant or complainants to

determine the complainant's(s') perception of the facts and to decide whether an investigation is warranted. Initially, the sexual harassment officer will prepare a confidential report including a signed statement from the individual(s) making the complaint. By signing the report, the complainant initiates a charge of sexual harassment. The sexual harassment officer will provide a written report to the appropriate vice chancellor. At this point the person accused must be informed that a charge has been brought and must be told the nature of the charges. If possible the sexual harassment officer will work out an informal settlement in consultation with the appropriate vice chancellor and the dean or unit head with administrative responsibility for the person charged with harassment.

If the sexual harassment officer determines a formal investigation is warranted, or if either party requests a formal investigation, the sexual harassment officer will convene a team of two investigators from a pool of trained individuals. The pool will include five faculty members nominated by the Faculty Senate; five professional staff members, one appointed by each vice chancellor; and five general staff members, one appointed by each vice chancellor. The training and orientation of this pool is the responsibility of the sexual harassment officer.

Either party to the complaint may require that the investigating team include a member of the faculty, the university staff, or the general staff. The sexual harassment officer will appoint a team that includes disinterested but representative members, one of each sex. The sexual harassment officer will assist those investigating the case as needed and will insure equal treatment of complaints across the university.

The investigating team will present its findings to the sexual harassment officer, who will convey the findings to the vice chancellor and through the vice chancellor to the dean or unit head. If disciplinary action or sanctions are warranted, such action will be recommended by the dean or unit head to the vice chancellor responsible for the unit of the person charged. That vice chancellor will take

whatever action is required. The sexual harassment officer will consider and advise on such actions in the interest of fairness and equity. The sexual harassment officer will insure that both parties are informed of the outcome of the case.

V Procedural Safeguards

University procedures regarding sexual harassment charges are based on the concept of fair play. The rights of both parties include the following: to know the charges in detail; to prepare and present a defense; to have a professional or collegial adviser; to know what action, if any, is taken; to be informed in timely fashion of the outcome of an investigation and the disposition of the records; and to appeal a decision.

Because of the sensitivity of sexual harassment issues and the need to protect the psychological and physical health of victims, it is not always possible for the accused person to face the accuser. In any case, both the accuser and the accused will be interviewed by those investigating the case. If either party elects to have an advising attorney present at such an interview or other hearing, the sexual harassment officer must be informed at least one week in advance.

Confidential records of charges will be maintained by the sexual harassment officer for three years unless further charges are filed against the same person. Records of charges that do not result in disciplinary action will be kept apart from personnel files and will not affect personnel decisions.

Fairness requires prompt response to a charge of sexual harassment. The sexual harassment officer will be alert to the special timing constraints imposed by the academic calendar.

If a pattern of harassment exists but no complainant files charges, the university may file a third party charge against an individual. Such charges will be handled with as much care and control as any other complaint so as to avoid acting on rumor or unjustified accusation.

If an individual has been falsely charged with sexual harassment, that person has the right to file a grievance under the provisions of the Code of Student Conduct or the grievance procedures in the Faculty/University Staff Handbook or the General Staff Handbook.

VI Administrative Responsibility

The university's sexual harassment officer is responsible for administering this policy.

VII Reference to Related Policies

Affirmative Action/Equal Employment Opportunity

Code of Student Conduct

Grievance Policy, Faculty/University Staff Handbook

Grievance Policy, General Staff Handbook

VIII Appendices

A. Legal and Statutory Protections

Sexual harassment of employees is a violation of Title VII of the 1964 Civil Rights Act. In 1980 the Equal Employment Opportunities Commission interpreted Title VII to mean the following:

- Title VII prohibits sexual harassment of employees;
- employers are responsible for the actions of their agents and supervisors; and
- employers are responsible for the actions of all other employees if the employer knew or should have known about the sexual harassment (Project on the Status and Education of Women, Association of American Colleges, 1980).

Sexual harassment of students is a violation of Title IX of the 1972 Educational Amendments. Students and employees are protected from sexual harassment and sex discrimination by the Texas Equal Rights Amendment.

B. Illustrations

What constitutes sexual harassment varies from context to context and depends on the perceptions of the person or persons subjected to offensive behavior. Complaints against offensive behavior, therefore, will be subject to the "reasonable person" standard. The following examples illustrate but do not define sexually harassing behavior.

1. Implying or threatening that submission to sexual advances is a condition of employment, work status, promotion, grades, or recommendations.
2. Touching a student or employee in a way that is not appropriate to the instruction or supervision.
3. Repeated brushing against a person's body, even if the offending person does not intend the behavior as familiar or harassing.
4. Treating students or employees differentially on the basis of their sex.
5. Using sexually explicit or offensive language inappropriate to the supervision or instruction.
6. Using verbal or gestural humor or offensive images at the expense of either sex.
7. Making remarks about an individual's sexual activity or speculation about an individual's previous sexual experiences.

C. Consensual Relations

Where a professional relation exists between faculty member and student, or between supervisor and employee, consenting romantic and sexual relationships, while not expressly forbidden, are regarded as unwise. The respect and trust accorded an instructor by a student, as well as the power exercised by the instructor in giving praise or blame, grades, recommendations for further study and future employment, and other reactions to the student's performance, diminish the student's actual freedom of choice, regardless of the student's consent.

A faculty member or supervisor who enters into a sexual relationship with a student or employee, where a professional power differential exists, must recognize that, if a charge of sexual harassment is subsequently brought, it will be difficult to establish immunity on grounds of mutual consent.

REPORT OF THE STUDENTS RELATIONS COMMITTEE OF THE FACULTY SENATE

The last charge of the Student Relations Committee of the Faculty Senate is: **To evaluate how well multicultural issues are being addressed on campus and to assess the recruitment and retention of minority students.** This report will be divided into three sections. The first will discuss how well multicultural issues are being addressed on the TCU campus. The second will assess the recruitment of minority students to this campus. The last section will discuss the retention of minority students on this campus.

MULTICULTURAL PROGRAMS ON THE TCU CAMPUS

In order to assess how well multicultural issues are being addressed at TCU, a meeting with Vice Chancellor for Student Affairs Margaret Barr was convened. According to Vice Chancellor Barr, the Division of Student Affairs and interested faculty have made multicultural awareness and programs focusing on multicultural issues a priority over the last two years. Four continuing programs which are part of the TCU calendar dealing with cultural awareness include: (1) Martin Luther King's Birthday Celebration, (2) Black History Month, (3) International Students Week, and (4) AGAPE, a support and fellowship group for students interested in minority issues sponsored by University Ministries.

Many of the student leaders as well as professional staff of the Division of Student Affairs undergo some training on multicultural awareness. Resident assistants devote part of their training each semester to raising multicultural awareness and acquiring multicultural skills. Other student paraprofessionals in agencies other than Residential Living and Housing also participate in workshops designed to increase multicultural skills as part of their training. Each year, professionals in the Division of Student Affairs have at least one program on multicultural issues as part of the division staff development program. As part of the voluntary leadership program offered each semester, all potential freshmen and sophomore student leaders participate in a one-half day workshop on multicultural skills. This program has been in place for two academic years and over 400 students have participated.

Several programs have been developed within the past two years. The programs include: (1) Fall Leadership Retreat where the major emphasis in all university retreats for student leaders has been multicultural skills; (2) Minority Student Welcome Program - a one day program **supplementing** the regular orientation experience for new minority members has been offered; (3) Freedom Week - a program which started out originally from a desire to repeat the South African Simulation Game and will be repeated each year with a different theme of interest; (4) Fiesta Week - sponsored by Organization of Latin American Students to focus on Mexican American/Chicano cultural activities; (5) Multicultural workshops -- provided to student organizations; (6) International Students/Student Leader Retreat offered in the spring of 1988 and 1989 to discuss world issues and cultural differences; (7) Black South African Scholarship Fund -- an effort by students to raise money to support a Black South African student attending a white university in South Africa; (8) Scholar in Residence Program in which b.f. maiz participated in numerous organizational and classroom activities to present ideas regarding the family of humankind; and (9) a report by the subcommittee on Multicultural Affairs of the Student House of Representatives entitled "An Opportunity for Change" was completed and submitted to the House with specific recommendations.

In summary, it is the feeling of the committee that there is a commitment on the part of administration to create a sense of awareness of multicultural issues and diversity and to promote

multicultural activities on the TCU campus. As the summary suggests, many of the new programs have been initiated very recently. TCU and the persons and divisions involved should be commended on taking steps to make this university a place where one learns not only book knowledge, but also greater tolerance and understanding of human diversity. However, lest TCU be content to rest on its laurels, it is also the feeling of the committee that there is still much work to be done. Although there is no doubt that many of these activities are effective in promoting greater multicultural awareness and understanding, this is a subjective evaluation on our part. The question which remains is "How effective are these activities?" This is an empirical question which needs to be addressed. One possible recommendation would be that objective evaluations, where feasible, be made of the effectiveness of some of the activities.

MINORITY STUDENT RECRUITMENT

Another part of our charge was to assess minority student recruitment to TCU. In order to accomplish this task, several persons from the Admissions Office were contacted and invited to attend our meeting.

Changing demographics in the state of Texas as well as nationally will have a significant impact on the recruitment of not only students in general, but minority students in particular. The recruitment of minorities is not only a TCU problem, but a national problem as well. A significant proportion of the Texas population are members of minority groups, particularly Hispanics and African Americans. These minority populations are projected to continue to increase in size at a significant rate, whereas the white population is expected to decline. Concomitantly, in many sections of the nation, particularly in the northeast, the number of high school graduates are declining, whereas the number of high school graduates in the southwest is continuing to climb. As a consequence, there has been increased competition, not only for majority, but also for minority college students in our own backyard from such prestigious schools as Harvard, Princeton, and Brown. According to the Admissions Office, TCU seems to be the loser in the recruitment race, not only to the more prestigious universities, but also among other Southwest Conference schools. Although the Committee feels that the Administration of TCU is philosophically committed to the recruitment of minority students, the economic commitment appears insufficient.

Listed below is the ethnic distribution of the TCU population (Fall 1988) compared to the Texas and U.S. population (1980).

| Ethnic Group | TCU Enrollment | U.S. Enrollment | Texas Pop. | U.S. Pop. |
|------------------|----------------|-----------------|------------|-----------|
| White | 92.2 | 83.3 | 65.9 | 79.8 |
| African-American | 3.8 | 10.6 | 11.9 | 11.5 |
| Hispanic | 2.6 | 3.5 | 21.0 | 6.4 |
| Asian | 1.1 | 2.0 | .9 | 1.6 |
| American Indian | .2 | .6 | .3 | .6 |

When comparing the TCU enrollment with the U.S. college enrollment, one notes that all minority groups are underrepresented in our student population. Moreover, although the Texas and U.S. population figures represent the total population and not the proportion of the minority population which are college age, one can probably still argue that there is probably a lack of minority, especially Hispanic, representation on the TCU campus.

Although there is no panacea for the successful recruitment of minority students, the committee feels that economics probably plays a major role in determining how successful the recruitment process will be. A college education is expensive and many talented minorities cannot afford the high cost of a college education. Obviously, the fact that many state universities can offer a full scholarship at one-tenth the expense it would cost at TCU places TCU at a disadvantage. However, we can make some inroads by innovative and creative strategies. If a certain amount of money was set aside from the endowments and the interest designated for minority scholarships, this may provide an opportunity for some deserving, but less financially secure minority students to attend TCU. Other strategies may include: (1) Precollege programs to socialize students about college in general and TCU in particular; (2) Visiting the high schools, working with counselors and students informing them about the various programs and financial packages at TCU; (3) Targeting all the metroplex minority schools for possible recruits; (4) Letter writing and telephone campaigns to promising minority high school students by other minority students; (5) Presentations at minority churches; (6) encouragement of campus visits, particularly Monday at TCU; and (7) Alumni aid in the recruitment process.

It is the feeling of the committee that a committee be formed of concerned faculty, staff, administrators, and students that will deal with minority issues and concerns. It is our understanding that such a committee is presently being proposed and we would like to lend our support and recommend that such a committee be established. This committee can act as a "clearing house" or "resource center" for all pertinent information, data, and policies regarding minority issues (i.e., recruitment and retention of not only students, but also faculty). At present, no such committee exists. Presently, three bodies -- Student Relations Committee of the Faculty Senate, Affirmative Action and Compliance, and the House of Representatives -- are all independently addressing this issue of minority retention. It has become a situation where one hand does not know what the other hand is doing. The existence of a committee on minority concerns would reduce the need for three such committees, reduce replication of work, prevent wasted energies and time, as well as more quickly evolve from a "study the issue" committee to a more pro-active policy formulation committee.

MINORITY STUDENT RETENTION

In order to assess the retention of minority students at TCU, we contacted the Registrar's Office, the Office of Enrollment Management, and the Office of Institutional Research in order to obtain data regarding the retention rates of the total TCU population and selected racial and ethnic groups. Unfortunately, such data were not presently available. However, we have been informed that the data are forthcoming. It is believed that a revolving door situation may be occurring for minorities at TCU, whereby they are accepted to TCU, stay for a period of time, and then, leave before graduating. However, without any comparison data, such a hypothesis is speculative on our part.

Two minority student leaders who are involved in the student activities of the TCU campus -- one African American and one Mexican American -- met with the Committee to discuss their experiences at TCU, why they stayed, why some of their fellow students left, and what can be done to help retain minority students. Both minority students felt that during the recruiting process, TCU did an excellent sales job. They were led to believe that TCU loved and cared for them. However, when they arrived on campus, they wondered where all that love and caring went. They felt isolated and alienated, felt that TCU did not care, and felt that they had to reach outside the TCU community to receive some sort of support system. Both students provided anecdotes of stereotyping which occurred on their parts as well as that of their fellow white students and some faculty members. It was because of these stereotypes and

counterstereotypes that communication gaps began to widen between the white and minority students. Although it is hard to generalize from just the experiences of these two students, and although these two students may not be "typical" TCU minority students, it is probably safe to say that their experiences are not uncommon among a large number of minority students.

Many recommendations were suggested by the students as possible strategies to retain minority students. These strategies include: (1) Encourage Admissions to maintain their contacts with the minority students after they enroll at TCU; (2) Although easier said than done, hire more minority faculty members who can serve as role models and possible mentors for minority students and whereby an infrastructure is set up to aid in the recruitment and retention of minority students. (3) Educate the majority students by requiring that a course on the experience of any racial or ethnic minority be a prerequisite for graduation (i.e., part of the UCR). If this is not feasible, then maybe adopt more courses on the American minority experience which may be taken to satisfy the core; (4) Provide more courses on the American minority experience; and (5) Encourage minority students to be involved in Student Organization Committee.

Conversations with several concerned faculty and staff offered some additional strategies or recommendation. These include: (1) More substantive programs on multicultural training orientation, especially at the freshman level, so that students will experience the peer pressure not to discriminate; (2) More resident scholar programs; (3) Cultural programs should be a line item in the budget of the House of Representatives; and (4) Provisions of an out-going training process for faculty regarding blatant as well as subtle discrimination against minority students.

Obviously, without longitudinal student retention data separated by racial categories, it is hard to make a concrete evaluation of minority retention at TCU. One thing is certain. The problems and experiences of minority students on this campus, although in some ways very similar to white students, are in many other ways, very different. Hopefully this report may lay the foundation from which other more detailed studies may emerge.

It is the recommendation of this Committee that a task force be formed to look specifically at the issue of minority student recruitment and retention and report directly to the Chancellor. A charge of the task force should include an appraisal of the image of TCU, especially perceived images by the various minority communities. Four months allowed the Committee only enough time to scratch the surface of this highly, complex topic.

Mrs Rebecca S Roach
Academic Affairs
30788
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TCU

TEXAS CHRISTIAN UNIVERSITY

P.O. Box 30791

Fort Worth, Texas 76129

Faculty Senate

MINUTES THE FACULTY SENATE Board Room, Sid Richardson Hall 2 March 1989

Senators Present: Mark Toulouse, Morri Wong, Jennifer Watson, Neil Daniel, Alice Gaul, Art Ehlmann, Linda Guy, Don Nichols, Pat Paulus, Bill Ray, Ron Watson, Ron Flowers, Jim Henley, Linda Moore, Bill Vanderhoof, Terry Ellmore, Mary Bahns, Stephanie Woods, Gail Davis, Ted Klein, Rich Forrer, Dick Lysiak, Charles Lamb, Ken Morgan, Rhonda Keen-Payne, Judith Solomon, Daryl Schmidt, Chuck Becker, Spencer Tucker, David Graham, Ed McNertney, Mary Ann Gorman, Sonoa Hensley, Marjorie Lewis, Glenn Routt, and Cynthia Folio.

Senators absent: Ellen Page Garrison, Nancy Duff, Jack Jones, Kathleen Martin, Jim Farrar

Visitor: Robin Noble (skiff)

The meeting was called to order by Linda Moore, Chair, at 3:30 p.m. in the SWR Boardroom. The Minutes of the February meeting were approved with the following amendments: "id McNertney" should be "Ed McNertney" and the date of the meeting was 2 February 1989, not 1988.

ANNOUNCEMENTS:

(1) The Chair reported that the dean searches in Brite and Fine Arts and Communication are progressing: Brite is in the process of interviewing candidates, and FAC expects to interview in early April.

(2) The Executive Committee of the Senate met with Chancellor Tucker. One of the main topics was a discussion of ways of opening up communication to allow faculty and administration to interact more.

(3) Vice Chancellor Barr sent a document for the Executive Committee to review concerning strategies in assisting learning disabled students.

(4) The Chair communicated a message from Bill Watson suggesting that faculty have the opportunity to evaluate administrators. The letter has been forwarded to the Evaluation Committee (Daryl Schmidt, chair) for their consideration and recommendation.

(5) The booklet, *Institutional Statistics*, has been distributed to department chairs and to the Executive Committee for any faculty member wanting to read it.

(6) The Executive Committee will be meeting with the Board of Trustees March 30. Let this committee know if you have any concerns you would like to have expressed to the Board.

(7) The Executive Committee is hoping to set up a meeting with Dr. Weyner to discuss ways that faculty can be more involved in the development process.

(8) Are there any suggestions for a topic for the Faculty Assembly in April? One thought is to invite Chancellor Tucker to speak to the faculty, perhaps about his Planning Directions for the 1990's.

(9) The Executive Committee continues to negotiate with Dr. Koehler on the topic of the proposed Undergraduate Council. There will be a total of 12 faculty on the committee (8 elected by each of the divisions and 4 appointed by the Vice Chancellor. The committee will report to the Vice Chancellor for Academic Affairs, but the choice of chair is still under negotiation.

(10) There were no nominations this year for honorary degrees.

(11) Senator J. Watson announced that there will be a walkathon for Bryan House (a Dallas organization for children of AIDS) on Saturday March 4 at 10:00.

COMMITTEE REPORTS:

(1) Academic Excellence

Senator Toulouse reported the results of the committee's consideration of the following two issues: the pace and process of implementing the University Core Requirements; and faculty involvement in advising.

As part of the first issue, the committee invited Nancy Ellithorpe to its meeting to discuss the approval of credits for the UCR for transfer students. For this, Nancy uses several resources:

- a. a list of approved TCU courses
- b. narrative guidelines regarding courses approved for the UCR (She then tries to determine if a course may answer intent without being exactly equivalent.)
- c. (if there are questions) the catalog of the school in question, and the chair or faculty member of the appropriate department

The members of the Academic Excellence committee were comfortable with the current process but inquired as to whether there should be some way to make an appeal for a course that was not accepted as meeting the UCR requirements.

The committee has another question for which they are hoping for faculty input-- are there enough core courses in every department to handle the demand? Are there enough writing emphasis courses in each major?

To address the second topic, faculty involvement in advising, the committee invited Mike Brooks to the meeting. Some of the main points from the discussion include:

a. Mike Brooks expressed a general commitment to keeping faculty involved in the advising process.

b. On the question of criteria for selecting advisors, he thinks it has been too loose in the past--advisors are often chosen because they have done it before.

c. He recommended that a more thorough process be set up to evaluate effectiveness of advisors. Some examples would be:

--a formal questionnaire given to the student at registration

--students filing an intent to graduate might be asked who made a significant impact in their time here, and why?

--documentation of advising evaluation; Princeton has a standardized form we might want to use.

c. On the question of training advisors Mike said that there are sessions for pre-advisors. He is also willing to be an information source at any time. If faculty want a session on the UCR, he could organize some brown bag sessions. It was also suggested that new faculty might need an orientation session on the UCR.

d. Is it time to think about more compensation for pre-major advising? It was recently raised to \$275 per semester.

e. Is there a need to equalize advising loads across the campus?

f. Another issue: some departments are not represented at orientation for students who declare majors.

Senator Toulouse is interested in faculty response to any of the issues above.

TENURE, PROMOTION, AND GRIEVANCE

Senator Flowers presented three separate documents that have been revised by the committee, all of which were included in the last Senate Agenda (2 March 1989). The first was a proposed addition to Section ii, B.3, h.--amendment in "Tenure Policy." The Senate seemed to accept the spirit of this policy, but discovered that there are too many open questions in the way that it is presently stated. For instance, why not include those who need to take care of family members who are ill? What about dealing with a hardship such as divorce or a tragedy such as death in the family? Could a faculty member request to "have the tenure clock stopped" at any point in the process? Several changes were suggested, such as changing "up to a calendar year" to "one calendar year and deleting the last statement about the length of time (since tenure decisions come up only once a year). Senator Keen-Payne suggested that the term "primary responsibility" be omitted, since that would be difficult to prove and because all family members are affected by the birth of a child. Because of the many difficult issues that arose, the motion to accept this document was tabled.

The second document considered was "Faculty Appointment, Reappointment, and Promotion." Senator Nichols asked why the sentence about professional societies, papers, etc. was omitted from the description of II.B.3.-- Assistant Professor. Senator Flowers explained that this sentence was moved to describe Associate Professor because it seemed that the requirements for Assistant were more difficult than those for Associate. On the same page--below Associate Professor-- "faculty member holding this rank" should be changed to "candidate for

this rank."

Senator Ehlmann suggested combining the categories of Advising and Service into one category called Service, because it is not that strong a factor in promotion and tenure decisions. This opened the door to a discussion on how much advising counts and what advising means beyond the process of selecting courses. Senator Flowers explained that Service was originally divided into the two sub-categories as a result of faculty input requesting that Advising receive more recognition.

Senator Flowers noted the addition of a statement that explains faculty rights to access of all documents related to the tenure and promotion process--III. Access to Records.

Due to the number of concerns raised about this document, it will go back to the committee for more revision.

The third document, "Faculty Advisory Committee Structure," was passed with one amendment--on page 4, Part IV (Structure) the first statement should read "No faculty member shall serve on more than one advisory committee AT ANY ONE TIME."

Role and Function of the Senate

Senator Keen-Payne discussed the proposed changes to the Constitution and Bylaws (the last part of the March 2nd Agenda). She explained that the committee's main purpose was to separate the Bylaws from the body of the Constitution since any changes to the latter must go before the Board of Trustees, whereas the Bylaws do not. Furthermore, the committee deleted some of the specific wording, such as the mandate that meetings and elections had to take place at certain times of the year. The changes were editorial rather than substantive. The document passed and will go to the full faculty for a vote. Pending approval, the document will then go to the Board in March for final consideration.

Probably due to the late hour, there was no new business, and the meeting was adjourned at 5:05.

Respectfully submitted,



Cynthia Folio
Secretary

Mrs Rebecca S Roach
Academic Affairs
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C0000

TCU

TEXAS CHRISTIAN UNIVERSITY

P.O. Box 30791

Fort Worth, Texas 76129

Faculty Senate

MINUTES THE FACULTY SENATE Board Room, Sid Richardson Hall 2 February 1988

Senators present: Mark Toulouse, Morri Wong, Jennifer Watson, Neil Daniel, Alice Gaul, Art Ehlmann, Jack Jones, Ellen Page Garrison, Kathleen Martin, Linda Guy, Don Nichols, Pat Paulus, Ron Flowers, Jim Henley, Linda Moore, Bill Vanderhoof, Terry Ellmore, Stephanie Woods, Gail Davis, Jim Farrar, Ted Klein, Rich Forrer, Richard Lysiak, Charles Lamb, Ken Morgan, Rhonda Keen-Payne, Judith Solomon, Daryl Schmidt, Chuck Becker, Spencer Tucker, David Graham, Ed McNertney, Mary Ann Gorman, Sonoa Hensley, Marjorie Lewis, and Cynthia Folio.

Absent: Ron Watson, Nancy Duff, Bill Ray, Mary Bahns and Glenn Routt

The meeting was called to order by Linda Moore, Chair, at 3:30 p.m. in the SWR Boardroom. The Minutes of the December meeting were approved as circulated, with one correction: Gail Davis was present, not absent.

ANNOUNCEMENTS:

(1) Daryl Schmidt announced that on some of the faculty evaluations that we just received, a few of the numbers on the statistical analysis are not aligned with the right question. Instructional Services is working to correct the problem.

(2) Chair Moore welcomed Richard Lysiak, who is taking Cherie Lohr's place on the Faculty Senate. She also welcomed Robin Noble, skiff reporter.

(3) Recent appointments: David Gutsche as Welsh Chair in Chemistry; Bill Beasley as the Penrose Chair; Dwayne Simpson as director of the IBR.

(4) Nominees are due this spring for the Chancellor's Award for Distinguished Research and for the Burlington Northern Teaching Award.

(5) Vice Chancellor Peggy Barr will be chairing a committee that will be considering various food services for TCU. The Executive Committee was asked to find a faculty representative and Vince Russo was appointed.

(6) Faculty should be receiving a spring sport schedule. This is a result of past Senate action.

(7) Updates on Dean searches:

Fine Arts & Communication has narrowed their choices

to 12 candidates.

Brite has a handful of candidates and will be inviting some in February and March.

(8) The Executive Committee will meet with Chancellor Tucker February 8. Contact a member of the Executive Committee if you have ideas or concerns.

(9) The Faculty/Staff Planning Committee has been meeting on a regular basis. Although it is too late to fill out the IGI survey, it is not too late to express your ideas about goals for the university to any member of the committee (Cynthia Folio, chair).

(10) Vice Chancellor Koehler received responses from all the deans about the faculty views on the proposed +/- grading policy. As Dr. Koehler put it, the response was "underwhelming." Brite already has this policy in place. The majority of faculty in other schools appear not to support the change.

(11) The Executive Committee is still discussing the Undergraduate Council proposal with Dr. Koehler. The questions being debated are: election versus appointment; faculty versus administrator as chair; and outlining specifics as to when matters would be forwarded to University Council.

COMMITTEE REPORTS:

(1) Committee on Committees

Senator Henley announced that two university committee vacancies left by Cherie Lohr have been filled: Judy Lambiotte will join the Honors Council; and Jean Knecht will be on the Scholarship Committee.

(2) Budget and Finance Committee

Senator McNertney distributed a report on their meeting with Vice Chancellor Secrest about the Health Benefits Plan (attached). This was in response to the Senate's request for more details as to why and how the decision was made to change plans.

The university's goal is to pay 50% of the costs, while the employee pays 50%. Last year's figures show that the university took on much more than 50%, due to unexpected costs. In addition, Prudential was projecting a cost of \$3,160,000 for 1989, with no guarantee that it would stop there. On the other hand, the PPO plan is less expensive (\$2,460,000) and guarantees that it will not go above that.

When asked if TCU considered other plans, Senator Hensley replied that they took other bids from different insurance companies. One senator expressed concern that Prudential might reject some claims in order to keep costs from going over the guaranteed limit. The response was that this would not happen since they have to rebid each year. Prudential would simply absorb any costs that go above the guaranteed limit. There was also concern that TCU would change plans each year according to the best bid and that we would have to change doctors every year to keep up with the new lists. Senator Hensley made the point that

there is a nationwide trend toward organized health plans because of the considerable savings.

Linda Moore thanked Senator McNertney and the committee for responding to the Senate's request for more information. id McNertney thanked Senator Hensley for preparing the handout.

(3) Tenure, Promotion, and Grievance

Senator Flowers distributed a two-page introductory Report of the Senate Committee on Tenure, Promotion, and Grievance (attached). It explains the history of the committee's investigation into the tenure and promotion process and the way in which it arrived at the proposed revisions in the "Faculty Appointment, Reappointment and Promotion Policy" and the "Faculty Advisory Committee Structure."

The second part, "Faculty Advisory Committee Structure," will appear in the next Agenda for the March meeting. The first part was included in the last Agenda and was discussed at length.

For the following discussion, please refer to the Faculty/Staff Handbook (pp. 10-11)--"Faculty Appointment, Reappointment and Promotion Policy." In the revised document, the title of the first category, General Criteria, was changed to Criteria for Tenure. Chair Moore, who serves as liaison to the committee, explained that if there is such a title change, this would be considered a change in tenure policy and would have to be approved by the Board of Trustees. Below the title, a paragraph has been added concerning the annual notification of progress toward tenure. Although this process already takes place, this addition states it explicitly. Another difference from the handbook is the following list of criteria that have already been approved:

- A. Teaching
- B. Scholarship and its equivalents
- C. Advising
- D. Service to the University and profession
- E. Professional development

"Advising" and "Professional Development" were supposed to have been included in this year's handbook, but were left out due to a "typing error." Senator Flowers made the point that such an error could have a major impact on some faculty.

In the section on Teaching, a sentence was borrowed from another part of the handbook (p. 23): "The instruction of students is the first purpose of the University and the prime responsibility of every faculty member. Therefore. . ." A sentence was also added at the end about the assessment of teaching.

An addition at the end of the section on Scholarship and its equivalents brought many questions from the Senate about how the criteria of "national reputation" would be applied. The unintended implication was that one must have a national reputation in order to become full professor. The committee will reword this part in the revision of this document.

The section on Advising gave rise to variations on two main questions: (a) how to evaluate advising, and (b) how much weight is actually given to advising in the tenure and promotion process. It was suggested that the evaluation of advising could be done through administrative assistants, students, and the faculty members themselves.

In addition, some Senators objected to the terms "value" and "interactions." The second problem is especially pertinent in cases in which a faculty member is not very involved in the advising process. Would we be adding a new source of pressure or anxiety, especially for junior faculty members? Senator J. Watson asked if it would be possible to be excused from any one category or if variable weighting could be given. The point was made that each school and department has a document that gives relative weighting to the various categories. Senator Henley urged the Senate not to propose a university document that gets too specific or we will find ourselves trapped.

In the category of Service, the committee proposed the omission of the paragraph that states "such service is considered secondary to the primary responsibilities of the faculty in teaching and in scholarship and its equivalents." (p. 11) Some senators, such as S. Tucker and P. Paulus, reacted positively to the change of attitude in recognizing service as a necessary component. As Senator Paulus stated, if you read the old handbook, service doesn't count at all. But other senators such as C. Lamb, J. Jones, and M. Toulouse, were afraid we might be doing a disservice to faculty by giving the impression that service would be considered anything but secondary in importance. Senator Daniel made the point that this document for the handbook had two purposes: (a) to inform; and (b) to influence the policy by rewriting the "rules." These purposes may actually run counter to one another, telling faculty what ought to be rather than what is. The Senate favored the new document in an informal vote of 15 to 10. The committee will consider this issue and probably come up with a compromise statement. It was suggested that the committee ask Dr. Koehler for his opinion.

Concerning the next section on Professional Development, several senators suggested that the meaning was vague. Also, Dr. Koehler suggested adding "throughout their career" to the last sentence.

The next section (II. Criteria for appointment, reappointment, and promotion) has very few changes and will be discussed at the next meeting. The one-page document on "stopping the tenure clock" for tenure-track faculty who have children, will also be discussed at the March meeting, along with the "Faculty Advisory Committee Structure" revision, both of which will be included in the Agenda.

Senator McNertney commended Senator Flowers and the entire committee for their important work.

NEW BUSINESS:

Reminder--honorary degrees will be discussed at the March meeting; nominations need to be made as soon as possible.

Respectfully submitted,

Cynthia Folio
Cynthia Folio
Secretary



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M. J. Neeley School of Business

MEMO

TO: Faculty Senate
FROM: Budget and Finance Committee
DATE: February 1, 1989

Report on Health Benefits Plan of TCU.

Summary of meeting with Dr. Secrest:

Prior to 1989, the University's health plan was a self-insurance plan administered by Prudential Insurance.

The University found that under the self-insurance plan they were unable to accurately budget or control the cost of the health plan.

Despite increases in contributions by the participants (TCU employees) and increases in contributions by the University, the paid claims and administrative expenses of Prudential exceeded total contributions by \$330,000 during 1988.

| | |
|---|--------------------|
| Summary for 12 months ended 12-31-88: | |
| Participants contribution (TCU employees) | \$ 900,000 |
| University contribution | <u>\$1,350,000</u> |
| Total contributions | \$2,250,000 |
| | |
| Paid claims and administrative costs | <u>\$2,580,000</u> |
| Cost over-run | <u>\$ 330,000</u> |

An estimate of 1988 medical costs to be paid in 1989 is estimated by the University to be as high as \$705,000.

What the TCU administration was looking at for 1989 health insurance under the self-insurance plan:

Prudential, the plan administrator, predicted medical claims and expenses for calendar year 1989 of \$3,160,000.

The implications were:

| | |
|---------------------|----------------|
| For the University: | |
| Present level | \$1,350,000 |
| Increased costs | <u>230,000</u> |
| New level | \$1,580,000 |
| % Increase | 17% |

| | |
|--------------------|----------------|
| For TCU employees: | |
| Present level | 900,000 |
| Increased costs | <u>680,000</u> |
| New level | \$1,580,000 |
| % Increase | 75.6% |

Faculty Senate
Page 2
February 1, 1989

And the University absorb the cost overrun from 1988 and pick-up all the 1988 medical claims paid in 1989.

Alternative plan proposed by Prudential under its PPO Plan:

Prudential guaranteed the PPO Plan would not cost more than \$2,460,000 for 1989 for TCU.

The University would absorb the cost overrun for 1988 and pick-up and pay all the 1988 medical claims paid in 1989.

The TCU administration choose the PPO Plan because of its cost containment.

REPORT OF THE SENATE COMMITTEE ON TENURE, PROMOTION AND GRIEVANCE

As a continuation from last academic year, the committee was charged to investigate the structure, procedures, and effectiveness of the advisory committees in the tenure and promotion process.

Last year the committee prepared letters of inquiry for all those who had been through the tenure and/or promotion process for the previous five years, both those whose candidacy was successful and those who were unsuccessful, to the degree that the latter could be located. Letters were also sent to all those who had served on advisory committees, at whatever level, for the previous five years and to all those who had been unit chairs in the same time frame. In general, these people were asked to comment, in as much detail as they cared to, about their experience in the process. They were also invited to make evaluative comments about the process and to make recommendations, if they had any. The response from all categories of persons was large and many of the letters were quite detailed. The process of identifying those who should receive the letters, distributing the letters, waiting for replies, and, finally, reading them was quite lengthy. That, plus the inability of the chair of the committee to continue the process toward the end of the year, is the reason that this year's committee has had to finish the project.

This year the committee, which had a couple of new members, reread the replies from the inquiry letters to remind us of what we had received last year. We completed our data gathering by personally

interviewing, in teams of two, all of the deans. We then interviewed, as a committee of the whole, Vice-Chancellor Koehler. All these people were cooperative and seemed to be genuinely interested in seeing the system which we have function as well as possible. Not surprisingly, we found some differences of opinion between all these respondents. The report below represents the best efforts of the committee, having reflected on and thoroughly discussed the data we received.

In the documents which follow, the language of the current Handbook for Faculty and University Staff appears in the left-hand column, the suggestions of the committee appear in the right. Please read the documents carefully. If you have merely editorial comments, please send those to me through interoffice mail (box 30772) or hand them to me on paper at the Senate meeting February 2. I would like to reserve the time allotted to us at that meeting for a discussion of substantive issues. For the committee, I recommend to the Senate the following changes in the "Faculty Appointment, Reappointment and Promotion Policy" and the "Faculty Advisory Committee Structure."

Ronald B. Flowers

Chair

Mrs Rebecca S. Poach
Academic Affairs
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TCU

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Faculty Senate

~~Mrs Rebecca S Boach
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MINUTES
THE FACULTY SENATE
Board Room, Sid Richardson Hall
1 December 1988

Senators Present: Mark Toulouse, Morri Wong, Neil Daniel, Alice Gaul, Jack Jones, Ellen Page Garrison, Linda Guy, Don Nichols, Pat Paulus, Bill Ray, Ron Flowers, Linda Moore, Bill Vanderhoof, Terry Ellmore, Mary Bahns, Nancy Duff, Ted Klein, Rich Forrer, Cherie Lohr, Charles Lamb, Ken Morgan, Judith Solomon, Daryl Schmidt, Chuck Becker, Spencer Tucker, Ed McNertney, Mary Ann Gorman, Sonoa Hensley, Marjorie Lewis, Glenn Routt, and Cynthia Folio.

Senators absent: Art Ehlmann, Ron Watson, Jim Henley, Gail Davis, Jennifer Watson, Kathleen Martin, Stephanie Woods, Jim Farrar, Rhonda Keen-Payne, and David Graham.

Visitors: William Jurma (chair, Doctoral Task Force), Lisa Fusillo (faculty), and Amy Thornton (Skiff reporter)

The meeting was called to order by Linda Moore, Chair, at 3:30 p.m. in the SWR Boardroom. The Minutes of the November meeting were approved as circulated.

ANNOUNCEMENTS:

(1) The Executive Committee met with the Board of Trustees/Faculty Relations Committee in November and shared with them some of the activities of the Senate Committees.

(2) The Faculty Assembly concerning the Policy on Sexual Harassment and Discrimination was successful in that many persons had the opportunity to express concerns and/or suggestions both in writing and from the floor. The Select Committee on Sexual Harassment and Discrimination will now revise the document and present it to the Senate in February or as close to February as possible.

(3) The Executive Committee met with Vice Chancellor Koehler to discuss membership of the various Planning Committees. The appointments and charges should be completed in early December.

(4) Since a number of faculty have expressed concern about why the decision was made to change TCU's health insurance policy, the Senate Budget and Finance Committee will meet with Vice Chancellor Secrest to obtain more specific financial information.

(5) This is Cherie Lohr's last Senate Meeting before leaving TCU to accept a position at Barry University in Miami. Chair Linda Moore expressed gratitude to Cherie for her service to the University and her contribution to the Senate.

(6) Dr. William Jurma, chair of the Doctoral Task Force, was invited by Chair Moore to speak to the Senate about its progress. He outlined the charges of the Task Force:

1. inform academic units at TCU of the Task Force's existence and its mission
2. be available for discussions with units which are considering proposing doctoral programs
3. assess preliminary proposals submitted by academic units
4. consider the feasibility of offering interdisciplinary doctoral programs
5. make recommendations relative to the priority status of each proposal.

So far, the Task Force has been meeting with individual units interested in starting or expanding doctoral programs. In January and February they will review preliminary proposals.

Dr. Jurma went on to explain that the Task Force was a kind of advisory committee and that it is not the one that provides funding. On the issue of where the money will come from for new programs, the Task Force has been assured that the pie will not be further divided, but new resources will be provided. Also, masters and doctoral programs will not be in competition for funds, and those departments without doctoral programs would not lose money to those with doctoral programs.

Several Senators had questions about the process. Senator McNertney wanted to know how the Task Force fits into the planning process. Dr. Jurma responded that although they are not a planning committee, their mission is part of a general directive in the planning process to increase the strength and number of doctoral programs. Senator Lohr asked if there was a target, or an idea of the number of programs that might be added. Dr. Jurma responded that the Task Force would present to Dean Mangieri the programs that seem viable. Most likely some would be implemented right away, others may come later. Senator Routt asked about how engineering would affect the general funding of programs and several senators responded that engineering would not be drawn from the existing budget, but it is hoped that it would be financed from outside. When asked if Task Force has anything to do with masters programs, Dr. Jurma's response was no.

Chair Moore thanked Dr. Jurma for addressing the Senate.

COMMITTEE REPORTS:

(1) Academic Excellence Committee

Senator Toulouse presented a four-part resolution to the Senate concerning the proposed creation of an Undergraduate Council. (The document, with one amendment by the Senate, is included in this issue of the Minutes.) The main concern of the Academic Excellence Committee that is reflected in the first part of the resolution, is that curricular matters should be handled by faculty and that curricular

committees should be chaired by faculty, not administrators. It was mentioned that secretaries from the appropriate administrative offices should be available to support the faculty member who chairs a curricular committee. The second point in the resolution is concerned mostly with the change that would occur in the process of selecting committee members. Senator Folio explained the advantages of the present process whereby the Committee on Committees carefully selects members from faculty who have expressed an interest in serving on the committee. Senator Paulus mentioned that all members of the University Curriculum Advisory Committee are appointed and that many of our curricular committees are beginning to take on a strong "appointed" flavor.

The last two parts of the resolution were mainly editorial. The resolution passed with a unanimous vote.

(2) Student Relations Committee

Senator Wong reported on the results of a survey conducted by the committee about student involvement in curricular committees. They received a response from all deans and twenty department heads. Of the twenty chairs, only two said they had students on curricular committees. At the school level, only Brite and Nursing include a student on their curricular committee and Business plans to appoint one this year.

The general response was that student input is good if you can get it; some chairs gain input through a more informal process, such as personal interviews. Some of the disadvantages to having a student on such a committee are: the student does not have enough knowledge or competence to evaluate curricular needs; and some decisions might involve a discussion of faculty or some sensitive issue. The decision of whether or not to include a student might depend on the size of the department.

In general, the Student Relations Committee would like to encourage schools and departments to solicit student input.

(3) Tenure, Promotion, and Grievance

Senator Flowers responded to the request made at the last senate meeting by addressing the question of what benefits Emeritus faculty have as opposed to those of retired faculty. He presented a list of the privileges for Emeritus faculty, which differs from the non-Emeritus retired faculty in only the following:

1. they are eligible for participation in the tuition assistance program for study at TCU.
2. they may obtain office space, only if available.
3. certain parking spaces are designated for Emeritus faculty, but all retired faculty may purchase a parking permit

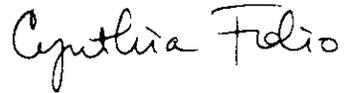
Senator Duff suggested that the Senate examine more closely the treatment of retired faculty. Chair Moore suggested that the issue could be considered as a possible future charge to either the Tenure, Promotion, and Grievance Committee or the Retirement and Benefits Committee. She also asked Senator Routt, Senate liaison to the Retired Faculty and Staff Committee, to convey to the committee our willingness to listen to any concerns they may have.

NEW BUSINESS:

It's a boy! Congratulations to Jennifer Watson and her new son, Jeffery Thomas Watson-- 5 pounds/9 ounces.

The meeting was adjourned at 4:30 p.m., a full half-hour earlier than the Chair expected!

Respectfully submitted,

A handwritten signature in cursive script that reads "Cynthia Folio". The letters are fluid and connected, with a prominent loop at the end of the word "Folio".

Cynthia Folio
Secretary

The Senate has considered the Proposal for an Undergraduate Council and offers the following response:

I. The Senate believes that the three committees most directly involved with curricular matters (Courses of Study - soon to be Undergraduate Council [?], the University Curriculum Advisory Committee, and the Graduate Council) ought to be chaired by faculty members. In no case, should any two of these committees be chaired by the same person. The Senate opposes having the proposed Undergraduate Council and the University Curriculum Advisory Committee chaired by the Associate Vice Chancellor for Academic Affairs or any other administrator.

II. Since the Undergraduate Council is essentially replacing Courses of Study, why not simply rename "Courses of Study" and redefine its functions to exclude graduate curricular matters? The existing membership selection process has worked well and has assured fair representation. The Senate opposes changing this process.

III. The Senate requests more clarification regarding the phrase "significant recommendations" found on page 1. What determines whether or not something is considered "significant" enough to be sent on to the University Council? Is there some way this point can be clarified in the proposal?

IV. Function number 1 (stated on page 2 of the proposal) is not entirely clear as it is currently stated. Would not the meaning be clarified by changing the last portion of the statement to read "pertaining to undergraduate curricular affairs"? The Senate assumes that this function is meant to refer only to "general policies and procedures" pertaining to undergraduate curriculum.

TCU
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Faculty Senate

file in binder

~~Mrs Rebecca S Roach
Academic Affairs
30788
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MINUTES
THE FACULTY SENATE
Board Room, Sid Richardson Hall
3 November 1988

Senators Present: Mark Toulouse, Morri Wong, Jennifer Watson, Neil Daniel, Alice Gaul, Art Ehlmann, Jack Jones, Ellen Page Garrison, Kathleen Martin, Linda Guy, Bill Ray, Ron Flowers, Jim Henley, Linda Moore, Bill Vanderhoof, Terry Ellmore, Mary Bahns, Stephanie Woods, Gail Davis, Jim Farrar, Ted Klein, Rich Forrer, Cherie Lohr, Ken Morgan, Rhonda Keen-Payne, Judith Solomon, Daryl Schmidt, Chuck Becker, Spencer Tucker, David Graham, Ed McNertney, Mary Ann Gorman, Sonoa Hensley, Marjorie Lewis, Glenn Routt, and Cynthia Folio.

Senators absent: Pat Paulus, Ron Watson, Nancy Duff, Charles Lamb, Don Nichols

The meeting was called to order by Linda Moore, Chair, at 3:30 p.m. in the SWR Boardroom. The Minutes of the October meeting were approved, after the Chair noted several corrections:

- (1) Page 1, number 3 of the ANNOUNCEMENTS, "Graduate Advisory Committee" should be changed to "MLA Advisory Committee."
- (2) Page 3, third paragraph, there are two references to University Council; the references should be to the Undergraduate Council.
- (3) Page 3, next to last paragraph before number 3-- "all members" should be changed to "four members" (the other eight members would be elected).

ANNOUNCEMENTS:

(1) Dr. Doug Simpson has been appointed Dean of Education and will begin in January.

(2) The book, *Institutional Statistics* (TCU Institutional Analysis) has been distributed to all department chairs, administrators, and Senate Executive Committee members. It contains data in four major areas: Students, Academic Programs, Faculty & Staff, and Resources.

(3) It is important that all faculty attend the sessions that are currently offered about the new health insurance policy. The Executive Committee met with Edd Bivin to discuss the events leading to the change in policy. The Chair explained that the new plan could affect employees either positively or negatively, but that this plan seemed to be the best option for TCU, given the rising costs of insurance.

(4) Dr. Koehler has written a letter to all Deans about the +/- issue,

asking them to get a sense of faculty opinion on this issue. Once this is assessed, the University Council will consider the proposal.

(5) Dr. Koehler has called a general meeting November 15 at 3:30 to discuss the Planning process. All faculty are urged to attend.

(6) Dr. Eugene Alpert is the new Director of the MLA Program and will begin in January.

(7) A search has begun for Director of the Master of Science in Non-Profit Organization Administration.

(8) The Executive Committee will be meeting with the Board of Trustees November 17. Please contact members of this committee if you have ideas you'd like them to communicate.

COMMITTEE REPORTS:

(1) Budget and Finance Committee

Senator McNertney reported that the committee met twice in the past month with Vice Chancellor Secrest. Dr. Secrest discussed the impact on the budget of the new health insurance plan and the requirement (due to recent legislation) that TCU upgrade its retirement contributions for the general staff. The budget process will be similar to last year in that each department will make specific requests according to need, as opposed to the process of automatic percentage increases across the board. On the topic of new programs, it is apparent from the Chancellor's Report to the Board of Trustees that TCU is looking into starting new doctoral programs. The task force led by Bill Jurma is looking into the feasibility of doctoral programs in various areas. The committee suggested that existing programs should receive financial support before new programs. The Assembly called by Dr. Koehler on November 15 will explain faculty involvement in the planning process.

The committee also discussed faculty salaries in relation to TCU's AAUP status as a "Category I" institution. Presently, TCU maintains salaries for all ranks at the 40th percentile. They questioned whether it might be more meaningful to compare TCU to other institutions in the "Doctoral II" category according to the Carnegie Foundation categorization. Senator Lohr added that the committee suggested compiling a breakdown of salaries without the endowed chairs.

(2) Tenure, Promotion, and Grievance

Senator Flowers reported that their committee discussed Senator Becker's resolution concerning the granting of emeritus status (included in the September minutes) and decided to recommend that the Senate not pass the resolution for the following reasons: (refer to page 7 of the Faculty/Staff Handbook)

1. The word "meritorious" in the Handbook implies that the faculty member must be outstanding in some way that deserves recognition other than just serving for a certain length of time.

2. Emeritus faculty receive special benefits and their names are printed in the TCU Bulletin and other publications.

3. Something this important should not be completely automatic.

Senator Routh asked whether the committee had taken into consideration the positive response that Dr. Becker's proposal had received by the TCU Faculty/Staff Retiree Association. Ron responded that they had. A question was raised about the process of applying for emeritus status and Senator Schmidt explained that it goes through the same sequence as applications for promotion and that the Advisory Committees are involved in the process. In addition, most applications that are denied, fail to receive a recommendation before they reach Vice Chancellor Koehler.

In the ensuing discussion, several points were raised. Senator Hensley felt that emeritus status costs TCU very little money and that denying a retired faculty member emeritus status at the end of a long career is insulting. Senator Daniel agreed that a long-term faculty member should have certain privileges, such as library use, discount football tickets, etc. Others were worried about the rare but real circumstance in which a senior faculty member hurts the department in his/her final years. Should that person be granted special status just because of number of years? Others were concerned about the changing standards for granting promotion, tenure, and emeritus status; a retiring faculty member may face tougher standards at the time of retirement.

The Senate then voted on the resolution, which failed to pass by a vote of 18 to 14. Many members of the Senate were still concerned that retired faculty receive certain privileges and benefits. It was suggested that the Tenure, Promotion, and Grievance Committee gather information about the benefits for retired and emeritus faculty, and present them to the Senate for further consideration.

(3) Select Committee on Sexual Harassment and Discrimination

Senator Klein made a recommendation that the Senate postpone the discussion of the document on sexual harassment so that an entire meeting open to all faculty could be called that would be devoted entirely to this policy. This proposal passed and Chair Linda Moore suggested we use the time originally reserved for the Faculty Assembly (November 29 at 3:30) for this purpose. Senator Daniel suggested that the proposed policy be sent to all faculty and staff, accompanied by an invitation to attend the assembly and to express concerns and raise issues **in writing** to Senator Rhonda Keen-Payne before the meeting. Rhonda reminded the Senate that all meetings of the Select Committee have been open and that they have actively solicited input from outside the committee.

(4) Role and Function of the Senate

After a brief discussion led by Senator Keen-Payne, both proposals from the committee passed with a unanimous vote:

1. We recommend that the College of Fine Arts and Communication elect Senators by two divisions (Fine Arts and Communication) and have two representatives on the University Advisory Committee.

2. We also recommend that the Senate adopt the document (included in

the last Agenda) describing faculty involvement in search committees.

Senator Routt suggested that the acceptance of this document represents an important step toward ensuring faculty representation.

(5) Academic Excellence

Senator Toulouse distributed a three-part proposal from the committee expressing its concerns about the proposed creation of an Undergraduate Council. The Senate will discuss it and vote at the next meeting.

OLD BUSINESS:

Chair Linda Moore announced that Dr. Bill Jurma, chair of the Doctoral Task Force, will report to the Senate in the December meeting.

The meeting was adjourned at 5:05 p.m.

Respectfully submitted,



Cynthia Folio
Secretary

TCU

TEXAS CHRISTIAN UNIVERSITY

P.O. Box 30791
Fort Worth, Texas 76129

Faculty Senate

Dr William E Tucker
Chancellor
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MINUTES
THE FACULTY SENATE
Board Room, Sid Richardson Hall
6 October 1988

file
and
10-19-88

Senators Present: Mark Toulouse, Morri Wong, Jennifer Watson, Neil Daniel, Alice Gaul, Art Ehlmann, Jack Jones, Kathleen Martin, Don Nichols, Pat Paulus, Bill Ray, Ron Watson, Ron Flowers, Jim Henley, Linda Moore, Bill Vanderhoof, Terry Ellmore, Mary Bahns, Stephanie Woods, Gail Davis, Jim Farrar, Ted Klein, Charles Lamb, Ken Morgan, Rhonda Keen-Payne, Judith Solomon, Daryl Schmidt, Chuck Becker, Spencer Tucker, David Graham, Ed McNertney, Mary Ann Gorman, Sonoa Hensley, Marjorie Lewis, Glenn Routt, and Cynthia Folio.

Senators absent: Linda Guy, Ellen Page Garrison, Nancy Duff, Rich Forrer, and Cherie Lohr.

Visiting: Vice Chancellor Koehler and Amy Thornton (skiff reporter).

The meeting was called to order by Linda Moore, Chair, at 3:30 p.m. in the SWR Boardroom. The Minutes of the September meeting were approved as circulated with the following corrections in Senator Becker's Statement on Granting Emeritus Status: in the first sentence, the word "Faculty" should be changed to "Faculty Senate"; and "satisfaction" changed to "ratification." The last sentence should begin: "That these long term, . . ."

ANNOUNCEMENTS:

(1) TCU's new Vice Chancellor for University Relations and Development is Bill Weyner.

(2) The search committee for the Dean of Fine Arts and Communication will consist of Jim Clouser, Terry Ellmore, Bill Jurma, Mark Thistlewaite (elected members) and Ruth Whitlock, Dean McCracken, and Fred Heath (appointed members).

(3) Andy Miracle will be director of the Tandy Technological Scholars Program. Dean Mangieri will work with the Graduate Advisory Committee in searching for a new director of the MLA program.

(4) The Graduate Council voted that in order to serve on this Council, a faculty member must be a member of the Graduate Faculty.

(5) Bill Adams is the new Director of Enrollment Management.

(6) Dean Mangieri has appointed a task force on Program Planning that is chaired by Bill Jurma and consists of the following members: Stan Block, John Breyer, Dave Edmunds, Kathleen Martin, and Gary Tate. On Nov. 17, Bill Jurma will meet with the Senate Executive Committee and will report to the Senate at the December meeting.

(7) The Senate Executive Committee will meet with Ed Biven next week to discuss questions that have been raised about upcoming changes in the insurance policy.

FACULTY SENATE COMMITTEE REPORTS:

(1) Student Relations Committee

Senator Wong summarized a few of the recent accomplishments of the committee, which invited the president of the Student House to the meeting. It was decided that two members from the House would be appointed to attend meetings of the Student Relations Committee in order to improve communication. One issue that was raised is that many of the students' concerns are not included in the committee's charges. Morri Wong suggested that the Student Relations Committee (with representatives from the House) meet with the Senate Executive Committee during or before the summer in order to agree on appropriate charges.

(2) Academic Excellence Committee

Dr. Koehler visited the Senate upon invitation to address some questions and concerns about the possible implementation of the +/- grading system. Among his general concerns is that the increase in the degree of precision in our grading system might give an indication of accuracy in evaluation that is not actually possible, especially in some of the more subjective subject areas. Another concern is about the C-, which receives less than 2.0 credit--if a student made a C- in every course (hypothetically speaking) that student would not be allowed to graduate, even though the C- average indicates that the student is close to "average." He is also concerned about the meaning of a D- when a "D" already means "inferior work" or "barely passing".

Then Dr. Koehler outlined some specific problems in connection with implementation:

a. As we strive for more precision, there will be more demand on faculty to defend the final grade.

b. How do the grades offset one another? For instance, a B and D average to C, but what about C- and D+?

c. What impact might the grading system have on student membership in organizations, the evaluation of transfer credits, and financial aid. Concerning the latter, the point was made that faculty generally use more minuses than pluses.

At this point, Senate members responded to the issues raised. Senator Watson made the point that the majority of students appear to be opposed to the change to a +/- system. Senator Gaul asked if the policy proposed by the Senate last year made the +/- system optional. Dr. Koehler responded that he does not know of any school in which two different grading systems coexist at the same level, and that he would be opposed to allowing local options.

The next question was about where the +/- proposal should go from here since the Senate already gave it a positive vote. According to normal procedures, the proposal would be forwarded to the University Council, Deans, and Chancellor Tucker. Dr. Koehler would also want to poll the faculty to determine whether the majority are actually in favor of the policy. A recommendation was made that the Senate discuss the issues raised by Dr. Koehler and reconsider the original proposal, especially since the vote was very close and there was some misunderstanding at the time about the possibility of local options. Several Senators expressed their concern that it might be a bad precedent for the Senate to go back and undo what it had already done.

Senator Toulouse then reviewed the history of the +/- issue since its beginnings in the Academic Excellence Committee. This committee sent a questionnaire to all faculty asking if they would favor the adoption of a +/- grading system. Of those who responded (less than half) 93% were in favor. Although the first discussion in the Senate was rather subdued, when it was time to vote and faculty realized that "this really might happen," there was some opposition and a close vote.

After more discussion, the Senate decided to forward the +/- proposal and Mark Toulouse continued with some of the other issues of the Academic Excellence Committee. He asked the Senate to consider some of the questions raised by the creation of the new University Council, which would in part replace the existing Courses of Study Committee. Also, the University Council would consist of a combination of 8 elected faculty and 4 appointed and would be chaired by the Associate Vice Chancellor for Academic Affairs; whereas the Courses of Study Committee was appointed according to recommendations from the Senate, with a faculty member as its chair.

Another question relating to this is the appropriateness of having Vice Chancellors and Deans as chairs of committees that deal with curriculum, namely:

- Graduate Council -- Dr. Mangieri, chair
- University Council -- Dr. Koehler, chair
- University Curriculum Advisory Committee -- Dr. Adams, chair
- Undergraduate Council -- Dr. Adams, chair

(Also, all members of the Undergraduate Council would be appointed--the proposal for this committee was included in the minutes last year and is also included in this issue of the minutes.)

One other concern of the Academic Excellence Committee is the pace and process of the implementation of the core requirements. Any problems or concerns should be directed to members of this Senate committee.

(3) Role and Function of the Senate

Senator Keen-Payne reported on the committee's decision that liaisons from the Senate Executive Committee **should** be allowed to vote in Senate Committee meetings. The committee is also considering dividing the present Constitution into a separate Constitution and Bylaws, the former being general and the latter dealing with specific procedures. She will report their progress at a later meeting.

(4) Tenure, Promotion, and Grievance

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(4) Tenure, Promotion, and Grievance

program at Carswell AFB. She pointed out that it was not entirely TCU's decision since Carswell refused to sign an agreement when TCU raised its tuition. TCU provided the last session at Carswell according to the old agreement and will also continue the MLA program.

(3) As the liason between the Senate and the Retired Faculty and Staff Committee, Senator Routt reported that Senator Becker's proposal about Granting Emeritus Status was enthusiastically received. Also, a recommendation was made to change the 25 year limit to 20. This information will be forwarded to the Tenure, Promotion, and Grievance Committee for further discussion and will eventually come back to the Senate.

The Chair ended the meeting by stating that the Senate has much to accomplish this year. She urged Senate members to carefully read all materials that accompany the Agenda so that business can move as quickly as possible. The meeting was adjourned at 5:00 p.m.

Respectfully submitted,

Cynthia Folio

Cynthia Folio
Secretary

PROPOSAL FOR AN UNDERGRADUATE COUNCIL

INTRODUCTION

The mission of a university is not a simple summation of the objectives and goals of individual departments and units. Shaping the university's purpose requires discerning broad university issues that transcend individual units in a setting where diverse perspectives are likely to be exchanged.

Moreover, the division of academic inquiry into disciplines is imperfect and arbitrary. Proposals developed in individual units may overlap or duplicate other programs in the university. This, of course, can lead to an inefficient and costly use of academic resources. For these reasons bodies central to the organization are charged with the oversight and review of an institution's academic policies, procedures, and programs. Positively, proposals from particular units may be strengthened as they pass through a review process. Through informal or formal interaction among colleagues, ideas may be exchanged that enhance particular proposals concerning procedures, policies, courses or programs.

PROPOSAL

The Graduate Council deals with curricula, policies and other matters related to graduate education in the university. It is proposed that a similar council be developed for undergraduate education. Significant recommendations from both the Undergraduate Council and the Graduate Council would be forwarded to the Vice Chancellor for Academic Affairs. The chief academic officer would take significant recommendations from either Council to the University Council for further review and deliberation.

FUNCTIONS

Specific functions of the Undergraduate Council:

(1) Review, formulate and recommend to the chief academic officer general policies and procedures pertaining to undergraduate affairs.

(2) Periodically review undergraduate programs for consistency with the University's mission and for individual program integrity.

(3) Review and act upon all undergraduate curriculum changes (courses and programs) emanating from the schools/colleges.

Recommendations by the Undergraduate Council concerning significant changes in curriculum, degree programs or academic policies will be forwarded to the chief academic officer of the University.

COMPOSITION

The Undergraduate Council shall be composed of twelve faculty members representing the schools/colleges with undergraduate degree programs. AddRan College of Arts and Sciences shall have three faculty representatives, one from each of the three divisions of the College; Fine Arts and Communications shall have two faculty members, one from each of the two divisions; Business, Education and Nursing shall be represented by one faculty member each. The eight members shall be elected by their colleagues within each school/college. Additionally, four members shall be appointed from the various academic divisions by the Vice Chancellor for Academic Affairs in consultation with the appropriate academic dean. Members shall serve on the Council for two-year terms. The Council shall be chaired by the Associate Vice Chancellor for Academic Affairs, who votes only in case of ties.

Dr William H Koehler
Academic Affairs, VC
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MINUTES
THE FACULTY SENATE
Board Room, Sid Richardson Hall
1 September 1988

Senators Present: Mark Toulouse, Morri Wong, Jennifer Watson, Neil Daniel, Alice Gaul, Jack Jones, Ellen Page Garrison, Kathleen Martin, Linda Guy, Don Nichols, Pat Paulus, Bill Ray, Ron Watson, Ron Flowers, Jim Henley, Linda Moore, Bill Vanderhoof, Terry Ellmore, Mary Bahns, Stephanie Woods, Gail Davis, Nancy Duff, Ted Klein, Rich Forrer, Cherie Lohr, Charles Lamb, Ken Morgan, Judith Solomon, Daryl Schmidt, Chuck Becker, Spencer Tucker, David Graham, Ed McNertney, Mary Ann Gorman, Sonoa Hensley, Glenn Routt, and Cynthia Folio.

Senators absent: Art Ehlmann, Jim Farrar, Rhonda Keen-Payne, and Marjorie Lewis.

The meeting was called to order by Linda Moore, Chair, at 3:30 p.m. in the SWR Boardroom. Since there were new senators present, each Senator introduced him/herself by name and department. The Minutes of the April Meeting were approved as circulated with the following correction: Senator Stephanie Woods was present, not absent as recorded.

ANNOUNCEMENTS:

(1) Jack Arvin asked the Chair to announce that the Blood Drive will take place September 26-29. Jack wanted to urge all faculty members to give blood and to announce the Drive to their classes.

(2) The Chair reported on the hiring of minority faculty. TCU hired five new tenure-track minority faculty and several staff members for this fall semester. This represents an increase of 100+% over previous years.

(3) Dr. Koehler made the following appointments to the University Advisory Committee: Mildred Hogstel (Nurs), Kathleen Martin (C&I), and Art Ehlmann (Geol). The other new member, Bill Baird, was elected by the Senate at the last meeting.

(4) The Tenure, Promotion, and Grievance Committee is working on a revision of the grievance policy, which will be discussed by the Senate throughout the semester.

(5) Betty Knox (News Service) suggested that we send her a brief summary of each Senate meeting for publication in the Faculty Bulletin.

- (6) Several administrative searches are in progress:
- Dean of Brite Divinity School
 - Dean of Education
 - (candidates will be visiting shortly)
 - Director of Enrollment Management
 - Athletics Advisor
 - (Dale Pitts was replaced temporarily while the search is going on)
 - Vice Chancellor for University Relations and Devt.
 - (several candidates have already interviewed)
 - George Tade will be retiring as Dean of Fine Arts and Communication at the end of this year. The School of FAC will be voting soon to select the elected members of the search committee.

FACULTY SENATE COMMITTEE REPORTS

(1) Committee on Committees

Senator Henley distributed an updated list of University Committee assignments to all Senators.

(2) Select Committee on Discrimination and Sexual Harrassment

Senator Daniel reported that the committee was very active last year, arranging a number of public forums and working toward a policy on sexual harrassment at TCU. Neil and Senator Keen-Payne (co-chairs) met with Peggy Barr (sexual harrassment officer) in August to discuss the policy. Soon they will bring this policy before the Senate for its endorsement which will then be sent to the administration and Trustees. The Chair praised Neil and Rhonda for their efforts and the accomplishments of the committee.

(3) Budget and Finance Committee

Senator McNertney reported that his committee has set meeting dates for the year: they will meet by themselves every second Thursday of each month at 3:30 and with Vice Chancellor Secrest on the third Thursday of most months. Their main purpose is to offer input into the budgeting process. The Senate and other faculty and staff have expressed concern in the past about the decision making process. There has been an attempt recently to give the departments a chance to inform the deans about what they needed. Some of the questions the committee will ask are: 1. How close did we come to fulfilling these needs? and 2. How will the budget process operate this year? If any person has suggestions or concerns please contact one of the members of the committee (McNertney, Tucker, Hensley, Lohr, and Helmick).

(4) Select Committee on Divestment

Senator Schmidt announced the members of this committee--Glenn Routt (co-chair), Neil Donovan, Andy Fort, and Sonoa Hensley--and solicited suggestions and input. He hopes to give a report at the next meeting about the committee charges and proposed public forums.

NEW BUSINESS:

The Chair distributed a packet of material which included the Senate calendar, Senate committee assignments and charges, and attendance policy. She urged all Senators to leave the 3:30 time open on the **second Thursday** of each month for Senate Committee meetings. The Executive Committee meets on the **third Thursday** of each month to set the Agenda. Any information that needs to be presented in the next Senate meeting must be submitted by this time. The Executive Committee meets on the **fourth Thursday** of each month with Vice Chancellor Koehler. Of course, the Senate meets regularly on the **first Thursday** of each month at 3:30 p.m.

The Chair asked for a volunteer to act as liason between the Senate and the Retired Faculty and Staff Committee. Senator Routt graciously offered his services, replacing Art Berliner who retired from TCU last year. He stated that he had a personal interest in the committee since, like Art Berliner, he will be retiring next year and because this committee was generated from within the Faculty Senate.

Chuck Becker submitted a statement concerning emeritus status (see attached) which the Chair read to the Senate. Senator Lohr asked if there had been some specific incidents which prompted some concern and Senator Becker gave two examples: in one case a TCU employee of 20 years was denied emeritus status and in another an employee of 30 years was granted emeritus status only after much scrutiny. Senator Becker said he was especially concerned about the latter and feels badly when long-term employees who are faithful to the university are not given the respect they deserve. The statement will be forwarded to the Tenure, Promotion and Grievance Committee for further discussion and action.

Senator Tucker expressed surprise and concern that the extended education program at Carswell has been eliminated. This program has traditionally brought both money and public attention to TCU. He wanted to know if there was any faculty involvement in the decision. Senator Graham suggested that the decision was probably not entirely up to the university.

Senator Schmidt (past Chair of Faculty Senate) explained that the Grievance Policy is being revised by the Tenure, Promotion, and Grievance Committee, which should be in place by the spring semester. Therefore, it would be pointless to for the Senate to reappoint members for the grievance committees, only to have to change the structure next semester. The Chair suggested that last year's members continue since all of them are willing.

Senator Routt asked about the status of the document on faculty involvement in Dean searches. Senator Schmidt reported that it went to the Executive Committee with the request to make some minor modifications. He assured the Senate that the new procedures are in operation for the current searches.

Senator Toulouse asked about the status of the +/- grading system. At present, it is in the Senate court waiting for resolution, but there are still several issues that need to be addressed, such as the difference between a C and C- in relation to financial aid; and the problem of how to begin implementing the system. Vice Chancellor Koehler may come to a future meeting to discuss some of the fine points of this issue. The system would probably not be in effect by the fall.

The meeting was adjourned at 4:30 p.m. (!)

Respectfully submitted,

Cynthia Folio

Cynthia Folio
Secretary

**Statement submitted to the Senate
Granting Emeritus Status**

Chuck Becker (Economics)

Be it resolved that the T.C.U. Faculty petition our Chancellor, Dr. William E. Tucker (and if necessary as a matter of required satisfaction, the T.C.U. Board of Trustees or its designates) to the following effect:

That tenured professors, associate professors, and assistant professors who have served the University on a continuous full-time basis for 25 years or more be granted automatic *Emeritus* status upon their retirement from T.C.U.

That their long term, dedicated, and faithful employees not be subjected to any form of administrative or peer review prior to their award.

