MINUTES
FACULTY SENATE
THE UNIVERSITY OF TEXAS AT ARLINGTON

The Faculty Senate met in regular session on Wednesday, April 21 at 2:30 p.m. in Conference Room 4 of Davis Hall. Chairwoman Mary Ridgway presided and introduced Adrienne Pettit from the Shorthorn.


APPROVAL OF MINUTES: Chairwoman Ridgway asked for approval of the revised minutes of the November 18, 1992 meeting. The minutes were approved. Chairwoman Ridgway asked for approval of the March 10, 1993 minutes. Dr. Duwaji asked that the words "be able to" be added to the last line of the report from the report of the Tenure, Academic Freedom & Responsibilities Committee on page 4. The line will read ".....the committee may not be able to proceed with the task of determining the merits of the allegations." With this correction, the minutes were approved.

REMARKS BY THE CHAIRWOMAN: Mary Ridgway invited Senate members to relay to her any ideas they might have on faculty governance and asked the members to remind their colleagues to return the Faculty Advisory Council Survey which everyone had received earlier. She also asked for suggestions for evaluation of academic administration.

Chairwoman Ridgway thanked the outgoing officers of the Faculty Senate for their work during their terms - Mary Elaine Jones, Vice Chair; Burley Walker, Secretary; Peter Gaupp, Parliamentarian. She also expressed thanks to Dr. W. A. Baker and Dr. Ryan Amacher for their work with the Senate.

REMARKS BY THE PRESIDENT: Dr. Amacher thanked Chairwoman Ridgway for her service as Senate Chair and remarked briefly about the upcoming tax measure election (May 1). There were no questions from Senate members.

REMARKS BY THE VICE PRESIDENT: Dr. W. A. Baker reported on the status of searches for Librarian and Dean of School of Social Work - visits to library candidates and interviews for Social Work Dean are in the process at this time. He talked briefly concerning the budget, stating that UTA will receive less funding from the PUF this year because we have used funds for library acquisitions and computer center improvements. Also, monographic allocations will be reduced because of PUF reductions.
The question was asked as to how the PUF monies are divided between the universities. Dr. Baker replied that the allocations are determined by the Regents and that cuts in funding are not necessarily across the board. He explained that the available PUF is down because of falling interest rates. However, funds for improvements required by the ADA act have been set aside for UTA. Senator Gaupp recommended that the administration consider using the faculty to campaign statewide for a higher share of the PUF.

COMMITTEE REPORTS: Senator Peter Girardot - Academic Liaison Committee - the committee presented a proposed statement of Faculty and Student Responsibilities which the committee had been charged to develop. The proposed statement presented reads as follows:

**Faculty teaching responsibilities include:**

1) Explaining the objectives and procedures of their course to the students.
2) Explaining methodological and theoretical assumptions of their course when appropriate.
3) When appropriate, providing each student with a syllabus at the beginning of the semester, which may contain items such as course content, schedule of readings and other assignments, grade criteria, and attendance, cheating and plagiarism policies.
4) Giving students sufficient opportunities to be evaluated during the semester.
5) Returning papers and exams in a timely manner.
6) Providing students with adequate instruction in time to complete assignments and examinations.
7) Making all materials equally available to all students, insofar as it falls within the normal score of the instructor’s control.
8) Maintaining command of the course material.
9) Assuring that test questions correlate with material currently presented in the course.
10) Responding professionally to all students, without bias or favoritism.
11) Fostering a classroom environment free of racism, sexism and other negative biases.
12) Posting and keeping adequate office hours during which faculty are available for assisting students.
13) Adhering to University policies and Regent’s Rules.

**Student academic responsibilities include:**

1) Assuming responsibility for their own learning.
2) Familiarizing themselves with the information contained in their course syllabus.
3) Attending class regularly and promptly, in accordance with their instructor's stated policy.
4) Contributing to the learning environment by participating constructively in class discussions and other assigned activities.
5) Respecting the rights of fellow students and instructors.
6) Doing the assigned work to the best of their ability and turning it in on time.
7) Seeking the help of instructors as needed, in class or out.
8) Adhering strictly to standards of academic honesty as stated in the Student Handbook.
Senator B. Walker seconded the motion to approve the statement. Discussion followed concerning areas of the statement and the statement was approved with the following amendments:

Under the Faculty teaching responsibilities:

**Item #5** was amended to read as follows:
"Returning papers, exams or other required projects in a timely matter."

**Item #8** was amended to read as follows:
"Maintaining command of the course material and communicating the content to the students."

There were no other committee reports.

**OLD BUSINESS:** None

**NEW BUSINESS:** Senator John Beehler, Chair of the Nominating Committee, presented the slate of candidates for Senate Officers for next academic year, which was approved by acclamation:

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<tr>
<th>Role</th>
<th>Candidate</th>
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<tbody>
<tr>
<td>Chair</td>
<td>Mary Ridgway, ESHS</td>
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<tr>
<td>Vice-Chair</td>
<td>Tom Petry, Engineering</td>
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<tr>
<td>Secretary</td>
<td>Jill Trask Cardenas, CPTE</td>
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<td>Parliamentarian</td>
<td>Catheleen Jordan, Social Work</td>
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Senator U.O. Herrman, Physics, submitted the following three resolutions for approval by the Senate, to be submitted to the Undergraduate Assembly for adoption:

**Resolution 1**

Whereas a mid-semester grade for beginning freshmen persons is meaningless or at best of negligible value, and whereas the expense of mailing meaningless information cannot be justified, and whereas a concerned parent is free to submit a self-addressed, stamped envelop to the respective instructor asking for this meaningless information, be it therefore resolved:

1) to stop mailing mid-semester grades,
2) to change the wording of the respective paragraph in the undergrad. catalog, p.28, item 2......of each summer term. (period) Delete: "with one exception........., and instructor."

Resolution 1 was approved by the Senate with no change.
Resolution 2

Whereas class attendance regulations are established by the instructors (undergrad. catalog, p. 27:CLASS ATTENDANCE)
be it therefore resolved:

to delete the recording of absences in the final grade reports.

Resolution 2 was approved with the following amendment:

The recording of absences on the final grade reports is optional.

Resolution 3

Whereas we are suffering from an overabundance of so-called "religious holy days", and whereas hardly anybody knows the section 11.20 of the tax code, be it therefore resolved:
1) to make a list of "legitimate" holy days (according to tax code) available to the faculty.
2) to urge the governing bodies of UTA to look into the possibility of abolishing "Observance of religious holy days" altogether (undergrad. catalog p. 28)
3) if section 2 (of this resolution) turns out not to be feasible, to change the wording in the undergrad. catalog, p.28, line 3:
   .....within a reasonable (Insert: before or) after the absence, provided........

Resolution 3 passed with no discussion.

ANNOUNCEMENTS: Dr. Amacher announced that Dr. Mary Ridgway was recently honored by Phi Beta Delta as an outstanding faculty member.

ADJOURNMENT: The meeting adjourned at approximately 4:00 p.m.

Respectfully submitted:

Burley Walker
Faculty Senate Secretary

Sandra Warner
Recorder and Transcriber