The University of Texas at Arlington
Administrative Council
Minutes

The Administrative Council met at 2:15 p.m. Tuesday, January 31, 1995 in Conference Room 4 of Davis Hall. President Ryan C. Amacher presided.

Notice of Death of Faculty Member. President Amacher called on Dr. Ira Bernstein, Assistant Provost and Director of Institutional Research and Planning, to report the death of Dr. James W. Baerwaldt, Associate Professor of Psychology. Professor Baerwaldt, who came to UTA 28 years ago, had most recently been quite ill. There will not be a ceremony, but his family has suggested that those wishing to do so may make a memorial contribution to the American Civil Liberties Union of which he was a State Vice President.

Introduction of New Members. President Amacher introduced new council members: Mr. Fred Bennett, Vice President for University Relations and Development; and Mr. Paul Hermesmeyer, Director of Admissions. It was announced that Ms. Jackie Wyatt will become Director of Sponsored Projects starting February 1.

Enrollment Report. Mr. Zack Prince, Registrar, distributed a preliminary enrollment report and noted that we have somewhat stemmed the downward flow. The report compares Spring 1995 with Spring 1994 and Spring 1993. Today is the Census Date; consequently, there are some students to be reinstated and some resigning, but the final figure is estimated to be around 21,600 total enrollment. This represents about a 1% drop. Semester credit hours appear to be about even and may be up slightly from last spring.

Centennial Update. President Emeritus W. H. Nedderman discussed a Centennial handout and noted that tremendous progress has been made since the fall. The Centennial kick-off will be this coming Fall semester. Programs are being developed by each of 13 participating units. There are four committees developing University-wide plans. There is also a committee of community members who are planning activities to include hanging banners in the entertainment district and along Cooper Street, and a commemorative postage cancellation stamp. Dr. Nedderman highlighted examples of unit activities from the Music Department, the Library, and the School of Nursing. The Steering Committee has pared down the recommendations for University-wide activities as advised by other institutions which have previously gone through the process. Some of the recommendations include fund-raising efforts; distinguished speakers; local, state and national proclamations; permanent reminders on campus, such as a historical marker, a walk with bricks engraved with contributor's name, and a walk of fame; pictorial and written history of UTA; items for sale and items for free distribution. President Amacher agreed that plans for the Centennial are coming together as shown by Southwestern Bell taking pictures on campus for the cover of next year's telephone book.

Internal Control Training. President Amacher stated that there is a system-wide initiative for department heads and employees with budgetary authority to have this training. The goal is for everyone involved to participate.

Legislative Outlook. President Amacher reported that we are very early in the legislative session. Last week the UT System presented its budget to the Senate Finance Committee. Our Senators, Mike Moncrief, Royce West and Chris Harris demonstrated their support for the University by being present. We are poised to do very well. Revenues for the University are unpredictable, but President Amacher is optimistic.

Remarks by the President. President Amacher stated that the University is purchasing the
Bauder College building. A committee will be formed soon to make plans for the use of the building. Dr. Neil Dishon, Chief of Staff for Student Health Services, who will be using about one-third of the space, will probably chair the committee.

President Amacher announced that contrary to recent articles, he does not have a siege mentality. He and his wife have maintained a sense of humor in spite of the misstatements, misunderstandings and untrue facts. President Amacher talked about office renovations, travel, and entertainment. He noted that on a square footage basis, the renovation of College Hall was not any more expensive than other work on campus. The furniture was purchased through an alumna at about 5 to 10 cents on the dollar from the Herman Miller Company. The Alumni Association has expressed appreciation for renovations in the Carlisle Suite. The Suite has been used for more than 250 events, which shows it will pay for itself in time. The President stated that the travel expenses incurred in meetings with donors or with legislators in Washington and Austin were necessary. Most of the entertainment expenses came as a result of suggestions by campus departments for their programs. President Amacher stated that he will start billing the departments that request the special functions.

Self Study Update. Provost Dalmas Taylor reported that since October 1993 a number of committees have been looking at all aspects of the University for its effectiveness in terms of meeting our criteria for regional accreditation. The accreditation comes from the Southern Association of Colleges and Schools, which visits university, college, and junior college campuses on an average of about every ten years. Our last visit was in 1986. We have initiated the process of self-study and negotiated a site visiting date of January 29 through February 1, 1996. At that time we will have approximately three dozen administrators from various campuses spend time on our campus interviewing, looking at files, and matching "must" statements (criteria). President Sayers from the University of Alabama will serve as chair of the visiting committee. Provost Taylor asked everyone to get behind the study and participate with a sense of integrity and to be knowledgeable when the visitors are on campus.

Remarks by the Provost. Provost Taylor commented on the most recent issue of the Communiqué, saying it is a combined issue for January and February. The most important part of the newsletter is the insert which gives a vision for the University by the President and Provost. The vision statement has three components: Mission, Milieu, and Morale, with all categories having an organized set of principles, goals and objectives. Last Spring's Charrette and committee reports fit into these statements. Each of the schools and colleges participated in the election of membership to a Planning Commission whose charge is to develop short-term and long-term plans for the University.

Other Business. Dr. Dabney Townsend, Chair of the Philosophy Department, requested an update on the hiring freeze. Provost Taylor responded that we need realistic budgets that reflect where the money is going to be spent so that we can see the legitimate personnel needs of all units. The hiring freeze is an attempt to preserve monies for personnel dollars. The savings from the hiring freeze is between $300,000 and $500,000. This money is held in escrow and will be reallocated to the schools and colleges in the form of operating budgets. The plan was to have a better alignment of personnel and operating budgets for the 1994-95 budget. The administration has been looking backward and trying to project forward. Some of the unknowns in the environment are making this difficult. The University has had a long-standing practice of permitting students to enroll after the census date, which has incurred a penalty of $3.1 million. The records have been spot checked case by case to arrive at a more accurate figure of $1.5 million.
and there has been negotiating to get the auditors to roll back their estimate to this real figure. Either figure will be a problem for us; however, Provost Taylor feels the President is having success toward getting UTA into a "hold harmless" posture. He noted that the administration's first priority is faculty and staff salary increases. The Provost felt that the hiring freeze will be lifted within the next 5 to 10 days. The administration is now working on the budget memorandum and, consistent with the message in the Communiqué, it is the intent to decentralize budgets and put the management issues in the hands of the deans.

Dr. Mary Ridgway, Chair of Exercise, Sport, and Health Studies Department, explained that she had learned from the Chancellor that there will be a significant impact for faculty on the Optional Retirement Program if the rate of the state contribution is reduced to 6.3% with the remaining amount to be picked up by the University. She encouraged others to do as she has and write the legislators. Provost Taylor explained that the rider proposed to reduce the amount of state contributions to retirement plans. The dollar volume on this particular proposal is about $800,000. That cost along with several others are on the front end of legislative proposals. There are a number of frightening proposals including a hiring freeze by September 1995 and no salary increases. It is not unusual to initially have a number of frightening proposals, but in the end we may get more than we requested or at least get what we requested.

There being no further business, the meeting was adjourned at 3:15 pm.

Elwood J. Preiss
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to the President

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