The Faculty Senate met in regular session Wednesday, October 18, 1995 at 2:30 P.M. in Conference Room 4, Davis Hall. Chair John Beehler presided.

ATTENDANCE:

Present were President Witt, Provost Wright, Director of Libraries Wilding, Student Congress President Alvarenga, Senators Beehler, Bradshaw, Burquest, Devarajan, Eidelman, Ellwood, Fairbanks, Frye, Gaupp, Hamilton, Harvey, Herrmann, Hickey, Himarios, Hissong, Jackson, Jones, Jordan, Matthys, McDowell, McKinney, Moore, Payne, Pinney, Porter, Priest, Thompson, Walker, Weed, Weems, Wilmore, Yardley, and Zeidler. Senators Chan, Dunn, Hart, Jarboe, Korzeniowski, Manry, Rajeshwar, Rodnitzky, and Rutherford were absent.

APPROVAL OF MINUTES:

The minutes of the September 27, 1995 Faculty Senate meeting were approved with the following addition: Senator Herrmann asked the administration for the reason students do not return to UTA, if it is because of their G.P.A. or some other reason? The administration agreed to give us this information.

REMARKS BY THE CHAIR:

Senators Beehler and Hissong attended the UT System Faculty Advisory Council meeting in Austin on September 28-29. Dr. Mike Kelly of the UT System Library Advisory Council spoke on the shortage of funding for typical library holdings across the system. There has been a cooperative effort of on-line information sharing in order to share costs and make resources available to faculty and students across both the UT System and other state university systems (e.g., Texas A&M and University of Houston).

Carolyn Wright from the Office of Environmental Affairs for the UT System spoke on environmental issues facing the UT System campuses, dealing with waste disposal to meet state and federal laws. Each campus has an environmental safety director.

Dr. Allen Martin from the University of Texas at Tyler spoke on a document dealing with the rights and responsibilities of faculty in the area of distance learning, e.g., telecourses.


Brett Morris talked about the ORP revisions. Sixteen companies are now in the Optional Retirement Program (ORP). Agents must sign an agent solicitation form before soliciting business.

Chair Beehler then reported on the various committees for the UT System Faculty Advisory Council. The Academic Affairs Committee is still working on the teaching effectiveness survey which will be out soon. They will be setting up Centers for Teaching Excellence and are looking for funding.

The Faculty Quality Committee is looking at salary equity across the System and within the institutions in addition to faculty turnover, retention, and development.

The Governance Committee is looking at the idea of due process for all faculty who are accused of wrongdoing. They are also looking into the issue of tenure at health campuses.
The Health Affairs Committee is looking at wellness and health promotion on campuses and treatment of faculty.

The Ethics Document that was passed by the Faculty Senate in April was sent to the Undergraduate Assembly where it was tabled. The Assembly felt that a code of ethics or code of conduct should not be put in place until the grievance procedures are in place.

REMARKS BY THE PRESIDENT:

President Witt had three concerns, the first of which is the extent there is formal faculty oversight over adjuncts and/or lecturers. Is oversight carefully planned and carefully monitored in terms of content of the course or is more flexibility given to an individual who may be teaching for the first time, may not be qualified, and may not understand where the course fits in the sequence?

It was pointed out that issues such as this are observed and have an influence on ratings, accreditation, and how we are perceived. The question was posed as to where academic freedom comes in. Some faculty serve on a committee to set up criteria for a course and don't even teach it.

President Witt indicated that there might be a brief orientation in each department for new faculty as to where the course fits in the undergraduate curriculum of the department and what can be expected from colleagues in subsequent courses. Are the new faculty involved in some program of scholarship? We may be re-hiring (on almost an automatic basis) faculty who may not be delivering the quality we expect.

One Senator commented that it is the duty of the Department Chair to remind the faculty of their responsibilities.

The President felt that it might be useful to have a committee perform oversight at some point in time, perhaps laying out a set of guidelines so there would be some homogeneity across the campus in monitoring nontenure track faculty.

The second issue involves the use of graduate teaching assistants. President Witt pointed out to a student that teachers are evaluated. It was suggested that a one page mid-semester quick feedback be done at the department level for a faculty member teaching for the first time. Faculty are often locked in for the second semester of teaching although the evaluations from the present semester have not been done.

Third, President Witt pointed out that grade disputes go from the College to the President. Course syllabi might include grading procedures, grading weights, office hours, and textbook information. This would be valuable in working on grade disputes and would be useful in finding out whether or not rules for the class had been changed in the middle of the semester.

It was pointed out that the Faculty Senate did write a document dealing with faculty and student responsibilities and what should be included in the syllabus. A suggestion was made that this document be recirculated and that the issue be assigned to the Academic Liaison Committee.

Senator Jones pointed out that those guidelines, including what should be incorporated on the syllabus are in the Faculty Guide, an outcome of the Ad Hoc Committee on Faculty Governance. The Guide is just about ready for press.

Chair Beehler assigned the first two items to the Academic Liaison Committee. A quick contact with academic departments across campus might be made asking what they do to ensure that adjuncts, Ph.D. students, and graduate teaching assistants are adequately supervised?

Senator Eidelman indicated that the Modern Language Association Job List has a guideline on how to go about professionalizing the practice of employing adjunct faculty that might be helpful.

It was suggested that each Senator investigate this question in the departments and communicate the findings to the Academic Liaison Committee. The Committee will make a list of questions to be asked.
REMARKS BY THE PROVOST:

Provost Wright will make sure in the future that responses to questions are addressed orally at the next meeting.

The Provost has goals of acquiring a sense of UTA, its history and culture, and getting to know the people here. He has met with a wide range of people to ascertain their short-term and long-term goals (e.g., Deans, Association of Academic Chairs, Departments, Centers, and Institutes) and talked about faculty salaries and faculty development. He met with Senator Moore, Chair of the Faculty Senate Research and Development Committee, and they agreed to work together on faculty development. He has met with student groups (e.g., Encore). Concerns from the group included the red tape and bureaucracy that exists in various colleges. Sometimes the staff in offices are not friendly or helpful to them. Classes are often scheduled to meet the needs of professors rather than the needs of the students.

Provost Wright indicated that the faculty need adequate resources. The President, Provost, Vice-President of Business Affairs, and Director of the Physical Plant have toured buildings including the new chemistry building, and viewed the computer lab in University Hall. They saw areas in need of repair and renovation. All existing space should be used. As an example, vending machines are occupying good space. The Center for Professional Teacher Education area will have benches and lights.

President Witt and Provost Wright continue to interact with business leaders of the community to understand the role of UTA in the Arlington community. Perhaps UTA can have a role in community projects such as making a better Christmas for some families in need.

QUESTIONS FOR THE PRESIDENT AND PROVOST:

The question was asked as to when the budget would be available. The President replied that the budget is a matter of public record and a copy will be put in the library.

It was mentioned that the wheeled receptacles for recycling are taking up hall space and are causing congestion.

An inquiry was made as to the university definition of a workload. Associate Provost Mary Ridgway is looking into this and the Provost expects an answer soon.

The question was asked about the faculty being moved from Carlisle Hall during asbestos removal. The President pointed out that funds have been appropriated for asbestos abatement and there is no immediate risk. Bauder College will be demolished but there is some commercial space available for temporary housing of offices. Faculty will be notified as to the logistics.

President Witt emphasized that the vast majority of feedback from students is positive. The issues he and Provost Wright have raised are concerns but are not meant to be presented as major problems.

COMMITTEE REPORTS:

The committees have met or have scheduled their initial meetings. Chairs for this year are:

<table>
<thead>
<tr>
<th>Operating Procedures</th>
<th>Bill Pinney</th>
<th>Tenure and Academic Freedom and Responsibilities</th>
<th>Burley Walker</th>
</tr>
</thead>
<tbody>
<tr>
<td>Research and Development</td>
<td>Michael Moore</td>
<td>Presidential Advisory Committee</td>
<td>John Beehler</td>
</tr>
<tr>
<td>Academic Liaison</td>
<td>Denny Bradshaw</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Special Projects</td>
<td>Charles McDowell</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Budget Liaison</td>
<td>Mark Thompson</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student Services Liaison</td>
<td>Raymond Jackson</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ethics</td>
<td>Bob Fairbanks</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Equity</td>
<td>Bernard Frye</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
OLD BUSINESS: None

NEW BUSINESS:

Senator Pinney made a motion to accept the proposal for an addition to the Bylaws of the Faculty Senate as follows:

III. Membership

G. If a Senator is unable to attend a meeting of the Senate, s/he may designate a substitute by notifying the Secretary of the Senate prior to the meeting. The substitute must be from the academic unit that the absent member represents, and must meet all eligibility requirements for serving on the Senate at the time of the meeting in question. Such properly designated substitute shall enjoy all rights and privileges normally accorded the absent Senator. The minutes should make note of the substitution.

After discussion, the motion was seconded and passed.

Senator Devarajan expressed concern about changes in retirement programs made by the UT System that were not widely discussed at UTA. President Witt said the issue came down to either cutting deeper into the retirement programs or restricting the level for new hires.

The President stressed the importance of between session contacts with legislators (i.e., inviting them to campus, and interacting with the faculty, staff, and students). The administration will try to get more information on contacting legislators.

John Minor, Director of Human Resources, explained the difference between TRS, a defined-benefit plan, and the ORP, a defined contribution plan.

The companies on the ORP list (16) had to meet requirements (e.g., high financial ratings and a willingness to waive charges). The addition of an administrative expense column on the retirement summary sheet was suggested. John Minor informed the Senate that the summary sheet came from the system and not from our campus.

ANNOUNCEMENTS: none

ADJOURNMENT: The meeting was adjourned at 4:00 P.M.

Respectfully submitted,

Michael Moore, Secretary