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Administrative Council Meeting Minutes, September 28th, 1973

University of Texas at Tyler

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THE MINUTES
ADMINISTRATIVE COUNCIL
TYLER STATE COLLEGE

3:00 p.m., September 28, 1973

I. INTRODUCTORY REMARKS

President James H. Stewart, Jr. stated that the purpose of the called meeting was to share unofficial facts concerning the Southern Association of Colleges and Schools Visitation Committee's visit to Tyler State College. The official written report should be received from the Southern Association in approximately one month.

Dr. Stewart added a note of appreciation to everyone who worked prior to and during the visit to make the Southern Association Committee's visit a success.

II. REVIEW OF THE SOUTHERN ASSOCIATION STANDARDS

Dr. Stewart elaborated on the Southern Association members' general indications.

A. STANDARD I - PURPOSE

Tyler State College is progressing very rapidly. This rapid progress can offer both advantages as well as disadvantages. The institutional purpose which will provide a sense of direction for Tyler State College should be examined carefully. Publication of the institutional purpose in all appropriate college publications is important.

B. STANDARD II - ORGANIZATION

It was observed that the institutional organization is planned for the future with Tyler State growing into the organizational structure. The committee felt that this is the best approach to the problem of institutional organization. The committee observed that Tyler State is fortunate to have an involved Board of Regents. Several areas that need continual attention such as work on the Faculty Handbook, more expertise in the personnel and purchasing functions, and planning generally, were mentioned by the committee.

C. STANDARD III - EDUCATIONAL PROGRAMS

The committee indicated that the number of programs offered by TSC would be attractive to students but TSC does not have an adequate number of faculty to implement these programs properly and effectively. It was suggested that TSC determine its strongest programs, plan the number of positions needed to satisfactorily offer these programs, and proceed to
develop them. Dr. Turney commented that there is a need at this point to slow down and establish and evaluate institutional priorities. Complete written plans need to be developed indicating priorities for implementation of programs, including how many positions are necessary for offering various degrees; i.e., aligning our resources, staff, and facilities in a realistic manner.

D. STANDARD IV - FINANCIAL RESOURCES

The Fiscal Affairs area received an outstanding report, with particular recognition given to Vice President John R. Sawyer and his staff. Dr. Stewart stated that committee member McQuillen suggested that computer services be secured for institutional administrative functions. Although not a part of the Southern Association of Colleges and Schools function, Dr. McQuillen recognized the outstanding support that TSC enjoys from private sources and suggested that the TSC Educational Foundation membership be kept well informed as one way of maintaining support from the private sector.

E. STANDARD V - FACULTY

It was recognized that Tyler State College has an outstanding faculty so far, and the committee was impressed with the enthusiasm and morale of the faculty group. Although completely dedicated to the teaching mission, the faculty needs to be continually concerned about their own professional development. It was suggested that Tyler State College be attentive to the contemporary problems of employing women and minority group members. In developing the statement on academic freedom, responsibility and tenure, it was suggested that the institution seek the advice of legal counsel. Criteria for advancing faculty should be included in the Faculty Handbook, along with information about faculty governance. Adequate full-time faculty to support programs should be continually appraised. Attention should also be given to the proper balance between program and faculty development and facilities development.

F. STANDARD VI - LIBRARY

The committee commented on the inadequate lighting facilities in the library at night. Committee member Dove also discussed the fact that it would be ideal to have the library building constructed in Phase I. However, he understood the reasoning and necessity for the master plan development and recognized that the library space would be adequate for the Tyler State program in Phase I. The suggestion was made that the TSC library expand hours of library service.
G. STANDARD VII - STUDENT PERSONNEL

It was observed generally that the admissions and records functions are
being handled very adequately. The admissions policy as stated on pages
20 and 21 of the 1973-74 bulletin was questioned from the standpoint of
clarity. The point made is that it is not clear whether a 2.0 average is
needed for 60 hours of selected courses being transferred to Tyler State
College or for a total of all work completed prior to transfer to Tyler
State. Student Services were described very accurately in the Status
Report and recognition was given to the fact that this area is being
developed. It was also observed that the first graduating class from Tyler
State College will not have been exposed to a full student service program.

H. STANDARD VIII - PHYSICAL PLANT

The Southern Association Committee commended the plans for the new
physical plant which will be located on the permanent Tyler State College
campus and also pointed out that the current temporary plant is very
adequate. The fact that faculty and professional personnel have all been
involved in helping to develop educational specifications for the new facilities
was also commended. Two or three minor maintenance problems in the
present facility were observed but not specified in the verbal report.

I. STANDARD IX - PUBLIC SERVICES

Upon approval of the Southern Association of Colleges and Schools, the
committee did not deal with this Standard since it is not currently applicable
to our institution.

J. STANDARD X - GRADUATE PROGRAMS

The committee observed that there is no question about need for graduate
studies in our area of Texas. It was suggested that the institution look at
the range of faculty qualifications and specialities in building graduate
programs. It was further observed that there is no question about the
qualifications of the current faculty members for graduate instruction.
Establishing a priority schedule for implementation of graduate programs
should be considered. A written plan for scholarly pursuit and faculty
development should be established.

K. STANDARD XI - RESEARCH

Faculty research is an immediate need at TSC. TSC should set standards
for the faculty to follow and challenge them to follow those standards.
III. GENERAL COMMENTS

Dr. Joe B. Ezell emphasized that the committee had agreed that its report would be a consensus report. Therefore, upon receiving the written document in about one month, it can be considered in this light.

Prior to reporting on the Standards, Dr. Ezell also expressed the fact that the committee recognized that Tyler State had been very attentive to details in every respect in preparing for the committee visit and the committee appreciated this fact, as well as the hospitality and candor of all personnel in working with the committee during its visit to Tyler.

IV. TEXAS COLLEGE AND UNIVERSITY SYSTEM COORDINATING BOARD

Each member of the Administrative Council was given a letter from Commissioner Bevington Reed of the Coordinating Board, Texas College and University System, which announced the selection of Dr. David Kelly as Head of the Program Development Division of the Coordinating Board staff, effective October 1, 1973.

V. ADJOURNMENT

The meeting adjourned at 4 p.m.

ATTENDANCE:

Dr. Robert L. Cox  
A. Wayne Criswell  
Dr. George Joyce  
Dr. O. Robert Marsh  
James L. Mayfield  
Dr. Noel H. McCoy  
Dr. Gerald L. Morris  
James S. Powell  
John R. Sawyer  
Dr. Frank H. Smyrl  
Dr. James H. Stewart, Jr.  
Dr. Billy L. Turney

ABSENT:

John R. Pierce (Death in Family)

JHS:11