THE FACULTY SENATE

January 13, 1998

Dr. Ray M. Bowen
President
Texas A&M University

Dear President Bowen:

At its regular meeting held January 12, 1998, the Faculty Senate approved the recommendations of the Committee on Emeritus Status and the Academic Affairs Committee that item 4, concerning an autobiographical statement by the candidate, be eliminated from the Texas A&M University Rule 31.08.01M1 on Emeritus Status.

31.08.01.M1 — Faculty Emeritus Status

2. PROCEDURE

2.2 Each candidate for emeritus status, working with the appropriate tenure and promotion committee, will prepare a dossier that contains the following:

(1) a recommendation cover sheet available from the Office of the Associate Provost and Dean of Faculties;

(2) a comprehensive vitae;

(3) a narrative statement of no more than two pages regarding the candidate's teaching, research and service prepared by the tenure and promotion committee, i.e. courses taught, graduate committees chaired, major grants and projects obtained;

(4) an autobiographic statement of no more than two pages of the candidate's career history at Texas A&M University indicating involvement with the University and its subdivisions as well as personal accomplishments beyond those delineated in the vitae;
(5)(4) a letter of recommendation from the head of the department, and

(6)(5) a letter of recommendation from the dean of the college.

Thank you for considering this item. Please inform me of your action on these recommendations.

Sincerely,

Wayne E. Wylie
Speaker, 1997-98

pc: Dr. Ronald G. Douglas, Executive Vice President & Provost
Dr. William L. Perry, Associate Provost & Dean of Faculties
Dr. Charles R. Schultz, Chair, Committee on Emeritus Status
Dr. Thomas E. Wehrly, Chair, Academic Affairs Committee
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November 11, 1997

Dr. Ray M. Bowen
President
Texas A&M University

Dear President Bowen:

At its regular monthly meeting held November 10, 1997 the Faculty Senate approved for your consideration the following guidelines pertaining to the creation of official branch libraries and the movement of library materials from Evans Library to its branches:

- **Guidelines Pertaining to the Creation of Official Branch Libraries**

  1. Whenever policy decisions are made to construct new branch libraries, the Faculty Senate should be consulted at the initial stage and throughout the planning process.

  2. In the planning of new branch libraries, provisions should be made for the additive costs of books, journals, and other information resources as well as staffing costs.

  3. Official branches of the university library should have expert staff and essential resources to support the disciplines the branches are intended to serve.

- **Guidelines Pertaining to the Movement of Materials Between Library Facilities**

  The movement of materials among libraries should be governed by the equitable treatment of all academic programs. Therefore, it is recommended that as necessary conditions for the movement of materials among libraries there be

  1. general agreement among all academic departments that the materials can be moved and
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2. assurance of reasonable access to all materials thus relocated, or

3. duplication of the materials in question in the same or other medium with due consideration given to faculty preferences before replacing one medium by another at a particular library facility.

Thank you for considering these items. Please inform me of your action on these recommendations.

Sincerely,

Wayne E. Wylie
Speaker, 1997-98

Enclosure
pc: Dr. Ronald G. Douglas, Executive Vice President & Provost
    Dr. James W. Kolari, Chair, Evans Library Council