

MINUTES OF THE THIRD MEETING OF THE UNIVERSITY SENATE, APRIL 13, 1942.

The meeting was called to order by Chairman Brandt at 4:15 p.m. in Room 205 of Monnet Hall. The minutes of the two preceding meetings, which had been mimeographed and distributed, were considered. The following corrections were made. Mr. Van Lear pointed out that Mr. Eaton's motion, which appears as the fourth paragraph on page 1, should read "propose offices, etc." instead of "propose officers." Mr. Tappan said that his remarks with respect to the School of Engineering, as reported in the third paragraph of the second page, were misleading. Mr. Tappan stressed that the Engineering School had considered a few cases in which graduating seniors had been called to the Service, and in one case as many as nine hours had been removed from the requirement of an individual. However, he said that the School of Engineering did not regard this as a precedent and did not propose to reduce requirements nine hours generally.

Mr. Cross asked if Mr. Dodge's motion as stated on page 3 of the minutes of the second meeting was intended to be applicable to both options 1 and 2 or only to option 2. Mr. Dodge said that he wished to have the motion applicable to both options, and it was agreed that his motion should constitute a separate paragraph following option 2. It was further agreed that the regulation pertaining to the Law School is not an option and should not be numbered consecutively with options 1 and 2.

There being no further corrections, the minutes were approved.

Mr. Brandt asked Mr. Records, chairman of the University Committee on Research, to present a report for his committee. Mr. Records read the report, and Mr. Adams moved that the report be mimeographed and distributed to the Senate for consideration at the next meeting. The motion passed.

Mr. Brandt asked Mr. Ewing, chairman of the Committee on Rules of the University Senate, to present his report. The report had been mimeographed and distributed previous to the meeting of the Senate, and Mr. Ewing moved that the rules be considered seriatim. The motion passed, and Mr. Ewing proceeded to read the report.

A. OFFICERS:

The officers of the Senate shall consist of:

1. The President of the University, who is ex officio chairman of the Senate. APPROVED.
2. The Vice-Chairman, who shall be elected by ballot by the Senate at its first meeting after September 1 of each year and who shall hold office for one year; provided that the Vice-Chairman selected before September, 1943, shall hold office until that date. APPROVED.
3. A Secretary, elected by ballot at the same time and for the same term as the Vice-Chairman. He shall not be a member of the Senate. He shall keep the Journal of the Senate and circulate it to the general faculty; he shall also be custodian of the committee reports and other records of the Senate.

Mr. Reaves suggested that "distribute" be used instead of "circulate." This was approved. Mr. Wardell moved that the paragraph be amended to provide that the registrar of the university shall become the secretary of the Senate. After considerable discussion the motion was lost; and section 3 was approved as read, and amended by Mr. Reaves.

## B. MEETINGS:

1. The Senate shall meet regularly on the last Monday of each month of the regular school year, except December, and on call of the Chairman, the Vice-Chairman, or on petition, presented to the Secretary, signed by five members. APPROVED.
2. The proceedings of the Senate shall not be reported in the press, but the Journal shall be open to public inspection after it has been published to the general faculty.

Mr. Ewing moved approval. Mr. Lottinville moved that the substitute motion as appended to the original report be approved. There was considerable discussion after which Mr. Lottinville's motion was refused by a considerable majority. The original motion as proposed by Mr. Ewing was then passed.

3. All sessions of the Senate, except executive sessions, shall be open to members of the general faculty; and any member of a Senate committee who is not a member of the Senate shall be privileged to participate in the Senate discussion of his committee's report. APPROVED.

## C. QUORUM:

1. A majority of the Senate's members shall constitute a quorum. APPROVED.

## D. PROCEDURE:

1. Voting shall be viva voce or by show of hands, but five members may require a roll call vote upon any proposition. APPROVED.
2. The presiding officer shall have a vote only in case of a tie. APPROVED.
3. The agenda of each meeting shall be prepared and distributed in advance by the Agenda Committee, which shall consist of the Chairman, the Vice-Chairman, and the Secretary. Any matter submitted by a member to the Secretary shall be placed upon the agenda of the next regular meeting. APPROVED.

## E. COMMITTEES:

The Senate shall elect:

1. A Committee on Committees consisting of three members. It shall be elected by ballot. It shall nominate the secretary and the Senate members of all special and standing committees. It shall consult with the members of the Senate as to their individual preferences for membership on standing committees. APPROVED.
2. A Journal Committee which shall consist of three members, who shall supervise the Secretary in the preparation of the Journal. This Committee shall also prepare periodically a copy of the Statutes of the University.

Mr. Reaves suggested that the word "Senate" be added to the end of the statement. Approved with this addition.

3. Standing Committees:

The standing committees of the Senate shall consist of a:

- (a) Committee on Curriculum and University Standards;
- (b) Committee on Libraries and Laboratory Facilities;
- (c) Committee on Research;
- (d) Committee on Faculty Personnel: Appointment, Promotion, Tenure, and Academic Conditions;
- (e) Committee on Coördination;
- (f) Committee on Utilization and Development of University Buildings and Grounds;
- (g) Committee on Organization of Departments, Schools, and Divisions;
- (h) Committee on Extra-Mural Functions.

Mr. Weaver moved that Committee (g) be changed to "Committee on Finance and Organization." There was no second. Mr. Weaver then moved that a Committee on Finance be added to the list. Mr. Ewing moved that Mr. Weaver's motion be tabled. Motion passed. Mr. Wardell spoke of the need of some additional committees, i.e., (1) Committee on the Relations of the University of Oklahoma to other universities; (2) Committee on Functions of the University; (3) Committee on Federal Relations. He moved that the Committee on the Relations of the University of Oklahoma to other Universities be added to the list. His motion was seconded by Mr. Hervey. Mr. Ewing explained that the functions of the committees suggested by Mr. Wardell were implied in the committees as listed in his report. Mr. Wardell's motion was lost. Mr. Adams then moved that Committee (d) be revised to read "Committee on Faculty Personnel." Motion passed.

4. Special Committees:

The Senate may at any time create a special committee to study and report upon a specific problem. APPROVED.

F. COMMITTEE MEMBERSHIP AND PROCEDURE:

1. Each member of the Senate shall serve on one, and only one, standing committee, except that the Committee on Committees and the Journal Committee shall not, in this sense, be regarded as standing committees. APPROVED.

2. Each special and standing committee shall elect its own chairman.

The Senate agreed that this statement should be amended to read "Each special or standing committee, etc."

3. Each standing or special committee shall have the authority to coopt non-Senate members of the general faculty to assist in the prosecution of its investigations.

Mr. Reaves moved that the word "coopt" be changed to "select." The motion passed. Mr. Hassler moved that "assist in the prosecution of its investigations" should be changed to read "serve as members of the committee." The motion passed.

4. The Secretary shall keep a list of all Senate and non-Senate members of special and standing committees. APPROVED.
5. All reports of standing committees shall be mimeographed and distributed to members of the Senate in advance of the date of the reports's consideration. APPROVED.
6. The Secretary shall receive and file duplicate copies of every Senate committee's report, one of which may be borrowed by any committee of the Senate or of the general faculty, but which must be returned to the Secretary after the borrowing committee has completed its investigations. APPROVED.

G. AMENDMENT:

1. These rules may be altered or amended at any time by a majority vote of the Senate.

Mr. Adams moved that this statement be changed to the following: "These rules may be altered or amended at any time providing that the proposed amendment shall have been submitted to the Senate one month in advance and that a copy of the amendment shall have been distributed to the members of the Senate two weeks in advance of the meeting at which the voting is to take place." The motion passed.

Mr. Ewing then moved that the entire report as amended by the Senate be adopted. Motion passed.

*For vice Chairman*  
Mr. Morgan moved that the Senate proceed to elect the Vice-Chairman, a Secretary, and a Committee on Committees. The motion passed. Mr. Ewing and Mr. Reaves were nominated from the floor. Mr. Ewing was elected. Mr. Brandt then asked for nominations for secretary. Mr. Weese pointed out that according to the report just adopted the secretary shall be nominated by the Committee on Committees. However, Mr. Brandt ruled that section 3 under "Officers" in the report shall be applicable in this instance, and section 3 provides that the Secretary shall be elected at the same time as the Vice-Chairman. In order to avoid similar complications in the future, Mr. Ewing proposed the following amendment to be brought to a vote at the next meeting of the Senate: That Section 3, under A, shall be changed to read; "A Secretary who shall not be a member of the Senate." Mr. Ewing moved approval of the amendment, and the motion was passed. Mr. Wadsack was nominated for secretary by Mr. Reaves. Mr. Morgan objected to Mr. Wadsack's nomination. He stated that Mr. Wadsack was very busy and that it would be an imposition to ask him to take on additional work. Mr. Morgan nominated Mr. Butterfield. Mr. Reaves withdrew Mr. Wadsack's nomination. It was moved that the nominations cease and that Mr. Butterfield be elected by acclamation. Mr. Adams suggested that Mr. Wadsack be invited to attend the meetings of the Senate, and it was agreed that Mr. Brandt should extend an invitation to Mr. Wadsack.

Mr. Brandt asked for nominations for the members of the Committee on Committees. The following were nominated from the floor: Mr. Brooks, Mr. Hassler, Mr. Adams, Mr. Dale, Mr. Van Lear, Mr. Wardell, Mr. Weese, and Mr. Morgan. While ballots were being distributed Mr. Brandt ruled that the three members receiving the greatest number of votes would be elected. Messrs. Weese, Brooks, and Morgan were elected.

Mr. Hassler pointed out that the three members of the Senate who were elected from the School of Engineering had drawn one-year terms. Because it would be advantageous to have these members serve one-, two-, and three-year terms, Mr. Hassler proposed that some system of exchange be effected, and he moved that he (Mr. Hassler) and Mr. Brooks be exchanged with respect to length of term. There was no second to this motion. Mr. Van Lear moved that a two-year and a three-year man be selected by lot to interchange with the representatives from the School of Engineering. The motion passed. It was agreed that this should be done at the next meeting of the Senate.

The place of meeting of the Senate was then discussed. Several members pointed out that Monnet Hall 205 is too small to accommodate faculty members who wish to attend the meetings. Mr. Hervey said that other rooms were available and mentioned Room 101 in particular. It was agreed that the next meeting of the Senate should be held the last ~~Friday~~ *Monday* in April, 1942, in Monnet Hall, Room 101.

Mr. Brandt adjourned the meeting at 6:00 p.m.