

JOURNAL OF THE UNIVERSITY SENATE

January 29, 1945

Room 101, Monnet Hall

The Senate met in regular session with Vice-Chairman, L. N. Morgan in the chair.

The minutes of the previous meetings were approved as published.

The Secretary reported that the following chairmen had been elected by the various standing committees:

G. E. Wadsack--CURRICULUM AND UNIVERSITY STANDARDS
L. N. Morgan --LIBRARIES AND LABORATORY FACILITIES
R. H. Records--RESEARCH
R. V. James --FACULTY PERSONNEL
A. K. Christian--COORDINATION
J. R. Taylor --UTILIZATION AND DEVELOPMENT OF UNIVERSITY BUILDINGS AND GROUNDS
S. W. Reaves --ORGANIZATION OF DEPARTMENTS, SCHOOLS, AND DIVISIONS
W. B. Ragan --EXTRA-MURAL FUNCTIONS
H. V. Thornton-COMMITTEE ON COMMITTEES

The Committee on Organization of Departments, Schools, and Divisions presented its report as attached.

The Committee on Extra-Mural Functions, to which was referred on October 30, 1944, the matter of formulating some policy in regard to public performances sponsored by the University, submitted its report. After some discussion the report was referred back to the committee to be re-drawn and to be submitted to the Senate again at the next meeting.

The Committee on Extra-Mural Functions also presented its report as attached.

The Senate Committee on Faculty Personnel presented two reports as follows:

- (1) RECRUITMENT OF FACULTY PERSONNEL
- (2) DAVID ROSS BOYD PROFESSORSHIPS

In view of the fact that the above reports are considered quite important, and that they are also rather long, the Senate voted to postpone action on these reports until its next meeting. The Secretary was instructed to send copies of those reports to Senators who were absent at this meeting.

The Senate adjourned at 5:00 p.m.

Respectfully submitted,

E. E. Hatfield, Secretary.

To the University Senate:

The Committee on Organization of Departments, Schools, and Divisions, to which was referred the President's request of October 30, 1944, for "Recommendations in regard to the creation, duties, powers, length of term, et cetera, of the Departmental Chairmen," submits the following unanimous report:

1. Selection of Departmental Chairman
The departmental chairman shall be appointed by the President of the University on the recommendation of the Dean of the College to which the department belongs. Before making a recommendation the Dean shall consult other Deans who may have an interest in the department and he shall consult also all members of the departmental staff who are of professorial rank, and he shall secure and weigh their judgments as to the fitness of any person who may be proposed for appointment.
2. Term of Office
The departmental chairman shall be appointed for a term of six years and may be re-appointed for one or more additional terms, but a change in the chairmanship may and should be made at any time if a person better fitted for the duties of the position becomes available. Every change, whether a removal, a new appointment, or a re-appointment, shall be made under the procedure of paragraph 1. When a change in the chairmanship is to be made, the incumbent and the selectee shall be so informed at least six months, if possible, before the retirement of the former, without public announcement being made at the time.
3. Duties and functions
The departmental chairman shall:
 - (a) Organize and direct the machinery for carrying on the work of the department, and supervise all the activities of the department.
 - (b) Direct the procurement and conservation of the equipment, supplies, library, et cetera, needed by the department.
 - (c) Hold departmental meetings as often as needed and at least once a semester for discussion and action on questions of policy and departmental activities, but not on questions relating to personnel, such as salary or promotions.
 - (d) Consult with senior members of the department on such questions as relate to the salary or promotion of individuals, or the selection of a new staff member of professorial rank, or other matters of an administrative nature.
 - (e) Make reports and recommendations on departmental matters to his Dean or other appropriate officer of the University.
4. Reduction in teaching load
In partial compensation for administrative duties performed, the chairman may be relieved of a portion of his teaching duties.

Leslie Hewes
J. Ray Matlock
I. J. Sollenberger
M. O. Wilson
Dixie Young
S. W. Reaves, Chairman
COMMITTEE ON ORGANIZATION OF DEPARTMENTS,
SCHOOLS, AND DIVISIONS

The above report was approved by the University Senate.

January 29, 1945

To the University Senate:

The Committee on Extra-Mural Functions to which was referred the President's request of November 27, 1944, that the Senate make recommendations concerning the proper recognition of faculty members who devote a great amount of time to the work of the University Radio Station WNAD submits the following report:

1. Mr. John Dunn, Acting Director of WNAD, reports that he recently attended a meeting at Chicago of the National Association of Educational Broadcasters where this problem was discussed by the station directors present. He reports that "with one exception, none of the educational stations supported by colleges and universities provided for any recognition of faculty members who broadcast regularly. The one exception was Illinois, and here the scheme was not clearly defined." Mr. Dunn states "I do think that some recognition should be granted to those faculty members who regularly and over a period of time broadcast over WNAD."
2. The Committee recommends that the chairmen of departments, deans, and other administrative officials concerned with the determination of teaching loads adopt a policy of allowing credit, whenever possible, on the teaching load of faculty members who broadcast regularly over WNAD as follows:
one hour of credit for those who broadcast 15 minutes once a week for a semester.
two hours credit for those who broadcast 30 minutes once a week for a semester.
3. The Committee does not recommend additional compensation for those faculty members who broadcast over WNAD for the performance of this service.
4. It is the belief of the Committee that faculty members should be willing to contribute to the program of WNAD occasionally as a matter of public relations.

The above report was made by members Wardell, Copeland, and Ragan. Kenneth Kaufman, a member of the committee, was unable to participate because of illness.

Committee on Extra-Mural Functions

M. L. Wardell
Fayette Copeland
W. B. Ragan (Chairman)

The above report was approved by the University Senate.