

JOURNAL OF THE UNIVERSITY SENATE
September 27, 1948-4:10 p.m.
Monnet Hall, Room 101

The Senate met in regular session with President G. L. Cross in the chair.

MEMBERS PRESENT:

Cross, President G. L.
Adams, Arthur B.
Beach, Leonard B.
Benson, Oliver E.
Blankenship, Forrest F.
Brixey, John C.
Cass, Carl B.
Comp, L. A.
De la Torre, A. M.
Eaton, Howard O.
Ewing, Cortez A. M.
Farrar, C. L.
Frederickson, E. A.
Goodman, George J.
Huntington, R. L.
Keeley, Joe
Keeton, W. Page

MEMBERS ABSENT:

Larsh, Howard W.
Livesey, William E.
Matlock, J. Ray
Meacham, E. D.
Monnet, V. E.
Morgan, L. N.
Pray, Joseph C.
Rinsland, Henry D.
Schultz, E. J.
Sears, Alfred B.
Shuman, Ronald B.
Sneed, Earl
Snyder, L. H.
Sommers, Blanche E.
Wardell, M. L.
Winfrey, L. E.
Springer, C. E.
Copeland, Fayette
Richter, Kenneth M.
Self, J. Teague
Swearingen, Lloyd E.
Taylor, Joseph R.

The minutes of the previous meeting were approved as published.

The following new members of the Senate representing the particular college as indicated, were introduced:

ARTS AND SCIENCES: L. E. Winfrey; Leonard B. Beach; Forest F. Blankenship; A. M. De la Torre.

ENGINEERING: Joe Keeley

FINE ARTS: Carl B. Cass

LAW: Earl Sneed

GENERAL FACULTY: Fayette Copeland; Cortez A. M. Ewing; C. L. Farrar; W. Page Keeton; J. Roy Matlock; L. H. Snyder; and M. L. Wardell.

Dr. V. E. Monnet was elected as a third member of the Committee on Committees to serve in the place of Dr. John Rohrer who is on leave of absence for the current year.

Upon the recommendation of the Committee on Committees, the Senate elected Dr. M. L. Wardell as vice-chairman, and Professor E. E. Hatfield as secretary of the Senate for the current school year.

The committee on Curriculum and University Standards submitted a report recommending that we should not have a pre-enrollment or pre-advisement period. However, after a good deal of discussion on both sides of the question, the question was referred back to the committee for further study before final action is taken.

President Cross submitted a letter to the University Senate proposing a "Change in Budget Committee System". The change was approved by the Senate and a copy of the new plan is attached.

The following members from the general faculty were nominated by the Senate to serve on the University Budget Council:

Merril, Maurice H.	Comp, L. A.
Sommers, Blanche	Rice, Leslie
Holstine, Garold D.	Frederickson, E. A.
Sollenberger, I. J.	Swearingen, Lloyd E.
Vaughan, F. L.	Wilson, M. O.
Newton, W. K.	Sears, Al
Jones, Rupel	Brixey, John
Farrar, C. L.	Stow, H. L.
Keeley, Joe W.	Weese, A. O.
Cloud, W. F.	Beach, Leonard
	Eaton, Howard

From the above list of names President Cross will select nine members.

The Senate adjourned at 5 p.m.

Respectfully submitted,
E. E. Hatfield, Secretary,
University Senate.

September 30, 1948

To: Members of the Faculty and Administrative Staff
From: President G. L. Cross
Subject: Change in Budget Committee System

The University Senate has unanimously approved the following changes in the Budget Committee System for the University which will become operative immediately.

1. The functions of Budget Committee A (departmental) are to continue as before, under the name "Departmental Budget Committee."
2. Former Budget Committees B and C are consolidated under the title "University Budget Council", with membership as follows:
 - a) Nine members of the faculty appointed by the President from a list of at least 18 nominated by the University Senate; to serve three-year staggered terms, three terms expiring each year. Initial appointments shall be for one, two and three-year terms.
 - b) The Dean of the Graduate College, the Dean of the University College, the Executive Vice-President of the University and the Financial Vice-President.
 - c) The Financial Vice-President shall serve as Chairman of the University Budget Council.
3. The University Budget Council shall elect from its membership an Executive Committee of five from the membership of the Council, the Financial Vice-President to serve as chairman and as a member of the committee in addition to the five elected members. The Executive Committee is authorized to act for the Council on emergency cases referred to it by the President of the University between meetings of the full Council and on such other matters as the Council refers to it.
4. The University Budget Council shall conduct hearings at which every budget unit, academic or non-academic, shall have an opportunity to present orally the merits of its annual budget request. The hearings shall cover: a) Salaries and Wages, b) Maintenance, c) Books, d) Equipment, e) Merit Raises and Promotions, and f) Tenure Recommendations.

The mechanics of budget preparation shall be handled in substantially the following manner:

- a) Each academic budget unit not associated directly with an undergraduate college (namely: Education, Law, Pharmacy, Military Science, Intramural Athletics, Band.

Naval Science, Museum, Graduate College, University College, Art Museum, Aeronautics) shall prepare two copies of its annual budget request (file one; send one to the chairman of the Budget Council).

- b) Each academic budget unit associated directly with an undergraduate college (Colleges of Arts and Sciences, Business Administration, Engineering and Fine Arts), shall prepare four copies of its budget request (file one; send two to the dean of the undergraduate college; send one to the chairman of the Budget Council). Each dean examines the departmental requests submitted to him, makes such comments and recommendations as he believes advisable on one copy of the Departmental Request, then sends it to the chairman of the Budget Council.
- c) Each non-academic budget unit not within an administrative division shall prepare two copies of its annual budget request (file one; send one to the chairman of the Budget Council). Each non-academic budget unit within an administrative division shall prepare four copies of its annual budget request (file one; send two to the head of the administrative division; send one to the Chairman of the Budget Council).
- d) The office of the Chairman of the Council (Financial Vice-President of the University) shall compile the budget recommendations, prepare a tentative budget, along with budget summaries, salary scale data, income estimates and other information to be needed by the Council.
- e) Then the Council shall schedule a hearing for each department, to which members of Budget Committee A of the department, and the dean or deans of the undergraduate college or colleges served by the department, shall be invited by letter.
- f) Following such hearings, and in accordance with instructions from the Council, the Financial Vice-President shall revise the tentative budget. The revised budget shall be submitted to the Council for consideration and the Council shall develop in final form a budget to be submitted to the President of the University as the recommendation of the Council.

The following is a list of the Senate personnel as of September 27, 1948.

President George L. Cross, Chairman

1 Adams, Arthur B. (B. A.)	2 Livezey, William E. (A. & S.)
3 Beach, Leonard B. (B. A.) (A. & S.)	3 Matlock, J. Ray (Gen. Fac.)
2 Benson, Oliver E. (A. & S.)	1 Meacham, E. D. (Gen. Fac.)
3 Blankenship, Forrest F. (A. & S.)	2 Monnett, V. E. (A. & S.)
1 Brixey, John C. (A. & S.)	1 Morgan, L. N. (Gen. Fac.)
3 Cass, Carl B. (F. A.)	2 Pray, Joseph C. (Grad. Fac.)
2 Comp, L. A. (Engr.)	1 Richter, Kenneth M. (Med.)
3 Copeland, Fayette (Gen. Fac.)	2 Rinsland, Henry D. (Educ.)
1 _____ (Gen. Fac.)	2 Rohrer, John H. (A. & S.)
3 De la Torre, A. M. (A. & S.)	2 Schultz, E. J. (F. A.)
1 Eaton, Howard O. (A. & S.)	2 Sears, Alfred B. (A. & S.)
3 Ewing, Cortez A. H. (Gen. Fac.)	1 Self, J. Teague (A. & S.)
1 _____ (Gen. Fac.)	2 Shuman, Ronald B. (B. A.)
3 Farrar, C. L. (Gen. Fac.)	3 Sneed, Earl (Law)
2 Frederickson, E. A. (A. & S.)	3 Snyder, L. H. (Gen. Fac.)
2 Goodman, George J. (A. & S.)	1 Sommers, Blanche E. (Pharm.)
1 Huntington, R. L. (Engr.)	1 Springer, C. E. (Gen. Fac.)
2 _____ (Gen. Fac.)	1 Swearingen, Lloyd E. (Gen. Fac.)
3 Keeley, Joe (Engr.)	1 Taylor, Joseph R. (F. A.)
3 Keeton, W. Page (Gen. Fac.)	3 Wardell, M. L. (Gen. Fac.)
1 Larsh, Howard W. (A. & S.)	3 Winfrey, L. E. (A. & S.)

NOTE: The numbers indicate the number of years that the Senators still have to serve, including the present school year.

NOTE: Three vacancies from the General Faculty have been created due to the resignations of Dr. Dangerfield and Dean Joyal, and Dr. Frauchiger, who is on a leave of absence.

The following is a list of the standing committees of the University Senate for the school year, 1948, 1949.

- A. CURRICULUM AND UNIVERSITY STANDARDS
 - 1. R. L. Huntington
 - 2. A. B. Adams
 - 3. John Brixey
 - 4. L. H. Snyder
 - 5. L. E. Winfrey
 - 6. Fayette Copeland
 - 7. Earl Sneed
- B. LIBRARIES AND LABORATORY FACILITIES
 - 1. L. N. Morgan
 - 2. J. T. Self
 - 3. John H. Rohrer
 - 4. Antonio de la Torre
 - 5. L. B. Beach
- C. RESEARCH
 - 1. H. W. Larsh
 - 2. H. O. Eaton
 - 3. William E. Livezey
 - 4. L. H. Snyder
 - 5. Forrest E. Blankenship
- D. FACULTY PERSONNEL
 - 1. _____ (General Faculty)
 - 2. C. E. Springer
 - 3. Lloyd Swearingen
 - 4. Ronald B. Shuman
 - 5. Joseph C. Pray
 - 6. M. L. Wardell
- E. CO-ORDINATION
 - 1. E. J. Schultz
 - 2. Henry D. Rinsland
 - 3. E. A. Frederickson
 - 4. C. L. Farrar
 - 5. _____ (General Faculty)
- F. UTILIZATION AND DEVELOPMENT OF UNIVERSITY BUILDINGS AND GROUNDS
 - 1. J. R. Taylor
 - 2. E. D. Leacham
 - 3. K. M. Richter
 - 4. L. A. Comp
 - 5. W. Page Keeton
- G. ORGANIZATIONS OF DEPARTMENTS, SCHOOLS AND DIVISIONS
 - 1. Blanche Sommers
 - 2. V. E. Monnett
 - 3. Oliver E. Benson
 - 4. Alfred B. Sears
 - 5. J. Hay Matlock
 - 6. W. Page Keeton
- H. EXTRA-MURAL FUNCTIONS
 - 1. George J. Goodman
 - 2. Joe Keeley
 - 3. Fayette Copeland
 - 4. F. A. Frederickson
 - 5. _____ (General Faculty)
- I. SCHOLARSHIPS AND LOAN FUNDS
 - 1. E. D. Neacham
 - 2. J. T. Self
 - 3. Lloyd Swearingen
 - 4. M. L. Wardell
 - 5. E. J. Schultz
- J. COMMITTEE ON COMMITTEES
 - 1. C. E. Springer
 - 2. John H. Rohrer
 - 3. J. Ray Matlock
- K. JOURNAL
 - 1. Howard O. Eaton
 - 2. Ronald B. Shuman
 - 3. Cortez A. M. Ewing