

JOURNAL OF THE UNIVERSITY SENATE
 April 30, 1951, 4:10 p.m.
 Monnet Hall, Room 101

The Senate met in regular session with Vice-Chairman M. L. Wardell in the chair.

MEMBERS PRESENT

Beach, L. B.
 Bender, John F.
 Bienfang, R. D.
 Blankenship, F. F.
 Cass, Carl B.
 Cosgrove, A. L.
 Couch, Glenn C.
 Crook, Kenneth E.
 Ewing, A. M. Cortez
 Farrar, C. L.
 Fite, Gilbert C.
 Herbert, H. H.
 Hoy, Harry E.
 Hughes, Frank C.
 Keeley, Joe
 Larsh, Howard W.

MEMBERS PRESENT

Marrs, Wyatt
 Matlock, J. R.
 Morris, F. C.
 Nielsen, J. Rud
 Ortenburger, A. I.
 Penfound, Wm. T.
 Sneed, Earl
 Springer, C. E.
 Stow, H. Lloyd
 Wardell, M. L.
 Wilcox, S. C.
 Winfrey, L. E.
 Reid, L. S.
 Logan, Leonard
 Weese, A. O.

MEMBERS ABSENT

Cross, G. L.
 Brown, Horace B.
 Copeland, Fayette
 Pritchard, J. P.
 Pugmire, D. R.
 Rackley, John R.
 Schriever, William
 Smith, Paul W.
 Snyder, Laurence H.
 Warren, Mary A.

APPROVAL OF THE MINUTES.

The Journal of the Senate for the March 26, 1951, meeting was approved.

FACULTY RETIREMENT.

The following plan for the creation of a University Appeals Committee on Faculty Retirement was presented by Dr. K. E. Crook, Chairman of the Special Committee on Faculty Retirement.

The Recommendation

ARTICLE I. CREATION

- 1 Section 1. Name. There is hereby created the University
- 2 Appeals Committee on Faculty Retirement, hereafter referred to
- 3 as the Appeals Committee.

1 Section 2. Membership. The Committee shall consist of seven
2 tenure-holding members of the general faculty, provided that
3 no more than two shall be members of the same undergraduate
4 degree-recommending college faculty, and provided further
5 that no Faculty member shall serve simultaneously on both
6 the Appeals Committee and the Budget Council, and provided
7 further that no faculty member shall be eligible to appoint-
8 ment if he will become sixty-five years of age before the end
9 of the term for which he is appointed.

10 Section 3. Selection and Term of Members. The Senate shall
11 from the floor nominate a list of fourteen faculty members,
12 from which the President shall appoint the seven members of
13 the original Committee. In making his appointments, the
14 President shall designate two members who shall serve five
15 years, two who shall serve four years, one who shall serve
16 three years, one who shall serve two years, and one who shall
17 serve one year. Thereafter, all appointments shall be for
18 five years, except in case of a vacancy the appointment shall
19 be for the period of the vacancy only.

20 The terms of the members shall begin on September 15,
21 1951, except that the original committeemen shall serve from
22 the date of the Committee's formal organization, and the time
23 from that date until September 15 shall not be construed as a
24 part of the terms for which they were appointed. At the
25 regular April meeting of each year, the Senate shall nominate
26 from the floor two qualified faculty members for each im-
27 pending vacancy in the Appeals Committee; provided, however,
28 that for any other vacancies except those occurring, as
29 hereinafter provided, where members disqualify themselves or
30 are disqualified by the procedural rules from meeting on a
31 particular case before the Appeals Committee, the Senate shall
32 nominate two qualified faculty members as soon as possible
33 after the vacancy occurs.

ARTICLE II. FUNCTIONS

34 It shall be the function of the Appeals Committee to hear
35 all appeals in cases involving the retirement of members of
36 the university faculty wherein there exists disagreement among
37 the faculty member, his Committee 'A,' his Dean, and the
38 Budget Council. As used in this statute, the term "retire-
39 ment" shall be construed as applying to any reduction in the
40 salary of a faculty member because of age, disability, or
41 length of service.

ARTICLE III. PROCEDURES

1 Section 1. Organization of Committee. The Appeals Committee
2 shall elect its own chairman, who shall serve one year, and
3 shall determine its own rules of procedure.

4 Section 2. Notifications Concerning Retirement.

5 (a) Simultaneously with its request for general recommen-
6 dations from the separate budget units, the Budget Council
7 shall, in writing, notify each faculty member who has reached
8 the University statutory retirement age that he will be con-
9 sidered for retirement.

10 (b) The Budget Council shall immediately notify each
11 faculty member who, though not having reached the University
12 statutory retirement age, is recommended for retirement by
13 his budget unit or by the dean of his college.

14 (c) Should the President receive a request or recommen-
15 dation for the retirement of a faculty member, not previously
16 covered in subsections "a" and "b", from any source, he shall
17 immediately notify the faculty member, his Dean, and his
18 Committee 'A.' The President shall further immediately
19 request the faculty member's Committee 'A,' his Dean, and the
20 Budget Council to submit to the President their recommendations
21 concerning the proposed retirement; however, if any one of
22 the three shall have already submitted a recommendation, he,
23 or it, shall not be required to re-submit such recommendation,
24 though this provision does not prejudice the right to submit
25 an amended recommendation.

26 (d) Upon receipt of notice from the Budget Council or
27 the President, the faculty member shall reply in writing,
28 stating his wishes and opinions regarding his proposed retire-
29 ment.

30 Section 3. Notifications Concerning Appeals and Hearings.

31 (a) In case there is unanimous approval for a faculty
32 member's retirement as among the faculty member, his
33 Committee 'A,' his Dean, and the Budget Council, the Budget
34 Council shall send all recommendations to the President.

35 (b) If there is disagreement concerning a faculty
36 member's retirement as among the faculty member, his Committee
37 'A,' his Dean, or the Budget Council, the Budget Council shall
38 forward all pertinent material, including its and all other
39 recommendations to the Appeals Committee. In a proposed
40 retirement case which has gone directly to the President and
41 in which there is disagreement among the faculty member, his
42 Committee 'A,' and his Dean, the President shall forward to the
43 Appeals Committee all opinions and recommendations submitted
44 in the case.

1 (c) Within five days after receiving official
 2 notification of a disagreement in recommendations, the Appeals
 3 Committee shall give written notice of a hearing to the
 4 faculty member, his Committee 'A,' his Dean, and the Budget
 5 Council. The Appeals Committee shall conduct such hearing
 6 unless it receives within seven days after its written notice
 7 of intent to hold a hearing, a written statement from the
 8 faculty member that he does not desire such hearing.

9 Section 4. Disqualification of Members of Appeals Committee.
 10 In cases in which a member of the Appeals Committee is also a
 11 member of the faculty member's Committee 'A,' or is his Dean,
 12 such member of the Appeals Committee shall disqualify him-
 13 self. If an Appeals Committee member is a member of the
 14 faculty of the budget unit of the faculty member involved,
 15 such Appeals Committee member shall disqualify himself upon
 16 the request of the faculty member involved. Furthermore, any
 17 other member of the Appeals Committee may disqualify himself
 18 with the unanimous consent of the remaining qualified members.
 19 To fill temporary vacancies arising from disqualifications of
 20 regular members, the President shall appoint from the
 21 General Faculty substitute committeemen having the same
 22 qualifications as regular members.

23 Section 5. Hearings. The Appeals Committee shall invite the
 24 faculty member, the chairman of his Committee 'A,' and his
 25 Dean to appear before it for separate hearings and each shall
 26 be given sufficient opportunity to present his views upon
 27 the case; provided, however, that the chairman of Committee
 28 'A' or the Dean, or both, may appear with the faculty
 29 member if he so requests and if their recommendations and
 30 opinions are in substantial agreement with those of the
 31 faculty member; and provided, further that the Appeals
 32 Committee shall be empowered to request the appearance
 33 individually of any member of the general faculty and to
 34 request relevant information from any source.

35 Section 6. Recommendation of the Committee. The Appeals
 36 Committee shall, within sixty days after receiving official
 37 notification of disagreement in recommendations from the
 38 Budget Council or from the President, make its recommendations
 39 in writing to the President; provided, however, that this
 40 time limit may be extended by the President.

Respectfully submitted,

A. L. Cosgrove Franklin C. Morris
 Frank C. Hughes D. Ross Pugmire
 Kenneth E. Crook, Chairman

Senate Action: The Special Committee's proposal was approved.

Explanatory Comments

During the discussion of the foregoing recommendation, the following explanatory comments were made by members of the Special Committee:

Dr. Crook: It is our understanding that this Appeals Committee would function in any retirement cases where there is disagreement between the faculty member concerned and his department or college.

Professor F. C. Morris: The proposal does not place a limitation on the matters of retirement which this committee could consider.

FACULTY TITLES--SCHOOL OF MUSIC.

Background

A recommendation from members of the Budget "A" Committee of the School of Music was presented at the March 26, 1951, meeting of the Senate. This recommendation, which concerned a change in the titles of George Yaeger, Genevieve Kern Vliet, Leland Lincoln, Nat White and Julia Herrman, was referred to the Committee on Faculty Personnel.

Action taken by Committee on Faculty Personnel

Dr. Stewart C. Wilcox, Chairman of the Committee on Faculty Personnel, explained that his committee did not have a recommendation to offer concerning titles for part-time faculty of the School of Music:

I believe that the whole question of faculty titles for those employed part-time needs to be reviewed; it seems that these questions are coming up piece-meal. The question is a larger question than the consideration of this one school. Thus, the Committee on Faculty Personnel would like to refer the question back to the Senate.

Discussion

Professor Frank C. Hughes: Something should be done about this soon. The Graduate College has objected to the title "Teaching Assistant" for the faculty who are giving instruction to graduate students. Furthermore, the title "Teaching Assistant" is a misnomer for these particular part-time faculty members. In order

to give you a suggestion of what the School of Music had in mind, I might mention that any of the following titles would be satisfactory:

Special Assistant Professor of...
 Assistant Professor (part-time) of...
 Associate in...
 Special Instructor in...

Dr. H. Lloyd Stow: Isn't this a problem for the President's office and the Board of Regents? They are the ones who give titles and issue contracts.

Dr. Cortez Ewing: I move that this subject be referred back to the Committee on Faculty Personnel for a regular report.

Action: After considerable discussion about the need for making a recommendation promptly, Dr. Ewing's motion was voted upon. It was not approved.

Professor H. H. Herbert: With reference to this request from the Faculty of the School of Music, I move that the Senate recommend to the President: that those persons employed only part-time be given the titles which they would ordinarily be given in they were employed full-time, and that the expression "part-time" be inserted in parentheses following the title.

Dean Glenn C. Couch: In the School of Medicine, I believe that a part-time faculty member has the title to which his qualifications entitle him, and it does not have the qualification "part-time" added to it. Therefore, I make this substitute motion: that the principles used in giving titles to part-time faculty of the School of Medicine also be used here on this Campus.

Action: This substitute motion was not approved.

Dr. Ewing: Here is another substitute motion: that the title "Special Instructor" be given to School of Music Faculty who are employed part-time.

Action: This substitute motion also was not approved. Nine voted for it; seventeen against it.

Final Action

The Senate approved Professor Herbert's motion: that those persons employed only part-time be given the titles which they would ordinarily be given if they were employed full-time, and that the expression "part-time" be inserted in parentheses following the title.

TIME LIMIT FOR GRADUATION UNDER PLANNED CURRICULUM.

Professor C. L. Farrar, member of the Committee on Curriculum, reported that progress had been made in studying the proposal for a Time Limit under a Planned Curriculum. He explained that the Committee was not ready to make a formal report at this time.

RECOMMENDATIONS FROM THE STUDENT SENATE.

A Bill for Evaluation of Instruction
at the University of Oklahoma.

Whereas: A true and accurate knowledge of the type and quality of instruction done by the faculty of this great institution is needed by the faculty, students, and administration:

Be it Resolved:

That a proper and appropriate method of evaluation of instruction be established at the University of Oklahoma.

Discussion of Bill by
Mr. Louis Levy, Student Senator.

Mr. Louis Levy, College of Arts and Science representative to the Student Senate, presented two bills which had been submitted to the University Senate by the Student Senate.

Since a University Senate committee report concerning Evaluation of Teaching Effectiveness was on the Agenda for this meeting, Mr. Levy did not discuss this bill in detail. (See page 9 of this issue of the Journal of the Senate.)

A Bill for Abolishing Finals for Seniors.

Whereas: It is felt by this body that good scholarship should be given recognition, and

Whereas: That seniors with a high scholastic rating should be given special consideration,

Be it Resolved:

That seniors with an all over 2 point grade average or better on the 3 point system be excused from taking finals in all of their courses.

Comment by Mr. Levy

In discussing the background for this bill, Mr. Levy summarized the Student Senate's reasons for making this recommendation:

1. It would motivate good scholarship.
2. It would give recognition to good students.
3. It would serve as a tribute to these students' merits.
4. Graduating seniors are unusually busy during the latter part of their last semester in school.

Questions from the Senate

Dr. Leonard Logan: What assurance would we have that students would remain on the campus during the last part of the semester?

Mr. Levy: We believe that a student who has maintained his grade average up to that time would also be here during the latter part of the semester in which he is to receive his degree.

During his initial discussion of the bill, Mr. Levy stated that the Student Senate did not intend that graduating seniors from all schools should be exempted from taking final examinations; he mentioned the College of Law as an example.

Professor F. C. Morris: Mr. Levy, who do you exempt certain schools from your recommendation?

Professor Wyatt Marrs: At one time graduating seniors at the University of Oklahoma were exempted from taking final examinations; I do not know why the practice was discontinued.

In support of the Student Senate's recommendation, Mr. Levy read a list of colleges and Universities which exempted graduating seniors from taking final examinations.

Dr. S. C. Wilcox: Did any of the schools included in your survey mention giving comprehensive examinations prior to the final examination period?

Mr. Levy: No.

Professor L. S. Reid: To what seniors would this recommendation apply?

Mr. Levy: Only to those who would be graduating.

Professor A. L. Cosgrove: I make a motion: that a vote of thanks be given to Mr. Levy for presenting these bills and for explaining them to us. (The vote of thanks was unanimously approved.)

Mr. Levy thanked the Senate for giving him an opportunity to present the two bills from the Student Senate; then he left.

Professor Morris: I do not believe the students have presented their main reason for wanting graduating seniors to be exempted from final examinations. Graduating seniors are under extreme pressure during the latter part of their last semester in school, i. e. most of them go for several employment interviews; and many of them are making plans to be married. Under such circumstances, I believe their request is a reasonable one.

Dean Couch: I make a motion: that a committee be appointed from the University Senate to meet with members of a similar committee from the Student Senate and study the matter of final examinations and present an informative report to the University Senate at a later meeting.

Senate Action.

1. The Senate voted to receive and file the Student Senate bill concerning Evaluation of Instruction.
2. The Senate approved Dean Couch's motion concerning the Student Senate bill concerning Graduating Seniors Exemption from Final Examinations.

SENATE MEMBERSHIP.

1. The College of Education elected Dr. W. B. Ragan as its representative to serve for three years--1951-54.
2. Terms of office for the following Senators-at-large will expire in June, 1951:

Fayette Copeland	C. L. Farrar	L. H. Snyder
Cortez A.M. Ewing	J. Ray Matlock	M. L. Wardell

Note: New allocation for 1951-54: General Faculty...12 members
 Less: Non-expired terms... 8 members
 To be elected 4 members

3. The following Senators-at-large were elected by the General Faculty; they will serve for a period of three years--1951-54.

Dr. William E. Livezey	Dr. V. E. Monnett
Dean E. D. Meacham	Dr. Jim E. Reese

ADJOURNMENT.

At 6:00 the Senate voted on and approved a motion to adjourn. Although the Committee on Faculty Personnel recommendation concerning Evaluation of Teaching Effectiveness was on the Agenda, it was not discussed.

Respectfully submitted,
 Charles E. McKinney
 Secretary University Senate
 B. A. 7-A, Station 228