#### JOURNAL OF THE UNIVERSITY SENATE

Special Session, March 7, 1955, 4:10 P. M. Monnet Hall, Room 101

The University Senate, meeting in special session, was called to order by the Chairman, Dr. Rufus G. Hall, Jr.

#### Present

Bell, R. E.
Bernhart, Arthur
Bruce, J. B.
Comp, L. A.
Crook, Kenneth E.
David, Paul R.
Ewing, Cortez
Farrar, Clyde L.
Feaver, J. Clayton
Fraser, George B.
Hall, Rufus G.
Keown, William H.
Lewis, Eunice

### Present

McGrew, William C.
Moorhead, M. L.
Morris, Virginia
Olson, Ralph E.
Pray, J. C.
Ruggiers, Paul G.
Sears, A. B.
Smith, W. O.
Springer, C. E.
White, R. R.
Wiley, J. B.
Wilson, M. O.
Winfrey, Lewis E.

### Absent

Cross, George L. Daron, G. H. Duncan, J. P. Goodman, G. J. Hoy, Harry E. Jorgenson, Lloyd Kelly, Florene 6. Kerr, Harrison Lane, Willard R. Livezey, W. E. McFarland, Dora Moore, Carl A. Peach, W. N. Powell, Lytle Scott, L. V. Wardell, M. L. Weese, A. O. Wurtzbaugh, Jewel

## PROBLEMS RELATING TO THE OFFERING OF COURSES BY EXTENSION

## Explanatory Comment

At the May 1954 meeting of the University Senate the first report on problems relating to the offering of courses by extension was rendered. That report was presented by the Committee on Courses and Curricula. Following the approval of this first report, the Senate passed a resolution referring the matter to an ad hoc committee for further study and a report relative to matters not included in the statement from the Committee on Courses and Curricula. The report prepared by the ad hoc committee was issued on January 10, 1955. It was discussed at length at the February 1955 meeting of the Senate and at this special meeting on March 7.

## Senate Action

The report of the Special Senate Committee (ad hoc) on Extension Division Affairs appears in the January, 1955, Journal of the Senate. In that report are fifteen specific recommendations concerning the Extension Division. Each of the fifteen recommendations was considered by the University Senate and action was taken on each independently of the others. The statement of twelve recommendations which follows is the result of the deliberations of the Senate in two different sessions.

## RECOMMENDATIONS CONCERNING THE EXTENSION DIVISION

(Approved by the University Senate on March 7, 1955)

# I. That a Council on Extension be created:

- A. Composed of nine members with at least one from each degree granting college offering extension work and with no more than four from any one college.
- B. With a three-year term of office, three new members to be appointed each year.
- C. With appointments made by the President of the University from nominations submitted by the Faculty Senate in the usual manner.
- D. With the Dean of the Extension Division as permanent chairman.
- E. With a Council meeting at least once each month.
- F. With duties of the Council being:
  - 1. To formulate and submit the budget recommendations of the Extension Division to the Budget Council.
  - 2. To make recommendations to the President with regard to new appointments to the Division staff.
  - 3. To assist in the formulation of plans and programs of the Extension Division.
  - 4. To submit in May of each year an annual report to the University Senate.
- II. That all personnel employed for instructional purposes in non-credit work in the Extension Division shall be nominated to the President by the Dean of the Extension Division and the Council on Extension.
- III. That all personnel who instruct in credit work in the Extension Division shall be selected in the same manner as faculty members employed for on-campus teaching. Specifically, all recommendations for appointment to such positions shall originate in the appropriate academic departments.
- IV. That all recommendations on pay, promotion, tenure, or dismissal for all instructional personnel in credit work shall originate in the appropriate academic department.
- V. That no faculty member be required to teach extension courses unless his contract specifically calls for such teaching and that new faculty members employed for the purpose of extension teaching have the fact specifically stated in their contracts.
- VI. That, except in cases of extreme emergency, extension teaching be included as part of the regular twelve-hour load.

# Recommendations Concerning the Extension Division -- continued

- VII. That faculty members teaching extension courses as a part of the regular load receive extra pay to compensate them for the extra time taken in traveling to and from class.
- VIII. That teachers of overload extension courses be paid the same rate per credit hour that they receive for teaching campus courses, plus a bonus to compensate for the extra time and trouble such teaching involves.
  - IX. That the University take out accident and life insurance policies to cover faculty members while traveling to and from extension classes.
  - X. That the offering of credit work by the Extension Division be subject to the approval of the appropriate academic department. Specifically, that the departments have the same control over the instructional activities of the Extension Division that they have over campus work.
  - XI. That as a matter of policy, campus teaching and research receive a priority both in the requests for additional funds and in the distribution of such unallocated funds as may be assigned to the University.
- XII. That the University explore the possibility of working out a division of extension activities with Oklahoma A. and M. College and the other state colleges.

# Appreciation Expressed for Work Done

Dr. Keown moved that appreciation be extended by the University Senate to the Special Senate Committee on Extension Division Affairs for its fine work in producing the report on which the above recommendations are based. His motion was approved by the Senate.

Dean Thurman White expressed appreciation on behalf of the Extension Division to the Committee and to the Senate for the time and effort devoted to consideration of matters of significance to the Division.

#### ADJOURNMENT

The special session of the University Senate adjourned at 6:10 p. m. The next regular meeting will be Monday, March 28, 1955 at 4:10 p. m. Material for the Agenda should be in the Office of the Secretary bey Monday, March 21.

Gerald A. Porter, Secretary

-