

JOURNAL OF THE UNIVERSITY SENATE

Regular Session, April 25, 1955, 4:10 P. M.

Monnet Hall, Room 101

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

Present

Bell, R. E.
Bruce, J. B.
Comp, L. A.
David, Paul R.
Duncan, J. P.
Ewing, Cortez
Farrar, Clyde L.
Feaver, J. Clayton
Fraser, George B.
Goodman, G. J.
Hall, Rufus G.
Hoy, Harry E.
Jorgenson, Lloyd P.
Keown, William H.
Kerr, Harrison

Present

Lane, Willard R.
Lewis, Eunice
McGrew, William C.
Moore, Carl A.
Moorhead, M. L.
Morris, Virginia
Olson, Ralph E.
Powell, Lytle
Pray, J. C.
Ruggiers, Paul G.
Sears, A. B.
Smith, W. O.
Springer, C. E.
Wiley, J. B.
Wurtzbaugh, Jewel

Absent

Bernhart, Arthur
Crook, Kenneth E.
Cross, George L.
Daron, G. H.
Kelly, Florene C.
Livezey, W. E.
McFarland, Dora
Peach, W. N.
Scott, L. V.
Wardell, M. L.
Weese, A. O.
White, R. R.
Wilson, M. O.
Winfrey, Lewis E.

APPROVAL OF THE MINUTES

The Journal of the University Senate for the regular meeting held on March 28, 1955 was approved.

NOMINATIONS FOR UNIVERSITY COMMITTEES FOR 1955-56

Explanatory Comment

Each year, at the regular Senate meeting in March, the Committee on Committees submits nominations for University committees which will be appointed by the President. The Senate then considers the nominations, may make additional nominations from the floor, and at the regular meeting in April approves the list of nominations to be submitted to the President.

Senate Action

In accordance with the procedure outlined above, Professor Wiley, Chairman of the Committee on Committees, moved that the report of the Committee be approved. His motion was seconded and passed. The nominations for 14 different committees were considered separately and are as follows:

Nominations for University Committees for 1955-56 -- continued

ATHLETIC COUNCIL -- (six people nominated, three will be appointed by the President)

Maurine Bowling	-- Physical Education for Women
John Brixey	-- Mathematics
W. B. Ragan	-- Education
George Reid	-- Public Health
Carl Riggs	-- Zoology
Earl Sneed	-- Law

COMMITTEE ON ADMISSIONS AND ADVANCED STANDING -- (four people nominated, two will be appointed)

R. V. Andree	-- Mathematics
H. Angelino	-- Education
R. Fowler	-- Physics
B. Sommers	-- Pharmacy

BUDGET COUNCIL -- (six people nominated, three will be appointed)

C. T. Almquist	-- Electrical Engineering
J. C. Feaver	-- Philosophy
L. Poston	-- Modern Languages
P. Pritchard	-- English
L. Reid	-- Chemical Engineering
H. V. Thornton	-- Government

CLASS SCHEDULE COMMITTEE -- (eighteen people nominated, nine will be appointed)

John Alley	-- Modern Language
S. K. Coffman	-- English
G. de Stowinski	-- Music
J. E. Douglas	-- Speech
H. Ells	-- Zoology
John Erickson	-- Government
E. C. Harp	-- Electrical Engineering
R. W. Harris	-- Geology
Billie Holcomb	-- Secretarial Science
L. P. Jorgenson	-- Education
J. E. Leibenderfer	-- Finance
J. R. Matlock	-- Civil Engineering
E. C. McReynolds	-- History
Louise Moore	-- Journalism
L. Mortensen	-- Drama
S. Richardson	-- Home Economics
L. Rohrbaugh	-- Plant Science
Joe Smay	-- Architecture

COUNCIL ON PLANNING AND DEVELOPMENT -- (two people nominated, one will be appointed)

D. Vliet	-- Law
E. A. Bavinger	-- Art

Nominations for University Committees for 1955-56 -- continued

COUNCIL ON INSTRUCTION -- (The membership of the Council for the future will be increased from six to nine members. Thus, ten people are nominated, five will be appointed by the President)

Nominated for three-year terms, 1955-58:

A. Challenner	-- Electrical Engineering
A. M. de la Torre	-- Modern Languages
Oliver Benson	-- Government
Clifford Merritt	-- Geology
J. Rarick	-- Law
S. Wilcox	-- English

Nominated for two-year terms, 1955-57:

A. Bernhart	-- Mathematics
H. Larsh	-- Plant Science

Nominated for one-year term, 1955-56:

Robert Howard	-- Physics
Ellis Sims	-- Mechanical Engineering

ELECTIONS COMMITTEE -- (eighteen people nominated, nine will be appointed)

Duane Beller	-- Medicine
Jean Brown	-- Pharmacy
D. M. Cardenas	-- Arts and Science
D. M. Crites	-- Business Administration
F. Elkouri	-- Law
John Ezell	-- Graduate College
Richard Goff	-- Arts and Science
W. Griffin	-- Fine Arts
C. P. Headlee	-- Pharmacy
Beal Hyde	-- Graduate College
M. Lieberman	-- Education
J. O. Melton	-- Engineering
W. Oglesby	-- Engineering
W. E. Rogers	-- Business Administration
James Smith	-- Medicine
R. W. Tomberlin	-- Fine Arts
H. Wren	-- Law
R. J. Young	-- Education

COMMITTEE ON LIBRARIES -- (six people nominated, three will be appointed)

J. C. Colbert	-- Chemistry
S. F. Faunce	-- Petroleum Engineering
L. Mortensen	-- Drama
L. T. Rogers	-- Education
Duane Roller	-- History
L. F. Smith	-- History

Nominations for University Committees for 1955-56 -- continued

PAN AMERICAN COMMITTEE -- (ten people nominated, five will be appointed)

J. Artman	-- Modern Languages
H. W. Benischek	-- Petroleum Engineering
S. F. Borhegyi	-- Museum
F. Dunham	-- University School
M. Hahn	-- Modern Languages
G. Litton	-- History
M. L. Moorhead	-- History
R. M. Powell	-- Sociology
S. Scatori	-- Modern Languages
Lucy Tandy	-- Extension

PUBLIC LECTURES AND COLLOGUIA COMMITTEE -- (twenty-four people nominated, twelve will be appointed)

O. Benson	-- Government
C. Berenda	-- Philosophy
C. Branson	-- Geology
R. Clark	-- Pharmacy
J. P. Duncan	-- Government
C. Ewing	-- Government
John Giever	-- Mathematics
Bruce Goff	-- Architecture
S. Harral	-- Journalism
A. Heilman	-- Education
S. Lawton	-- Speech
W. Livezey	-- Arts and Science
S. Lottinville	-- University Press
J. Marshburn	-- English
J. Nielsen	-- Physics
S. Norton	-- Music
E. Noth	-- Books Abroad
L. Powell	-- Music
W. O. Smith	-- Mechanical Engineering
G. M. Sutton	-- Zoology
M. Wardell	-- History
T. White	-- Extension
J. Wurtzbaugh	-- English

COMMITTEE ON RETIREMENT AND TENURE -- (four people nominated, two will be appointed)

R. Bienfang	-- Pharmacy
R. Elder	-- Education
F. Gaither	-- Education
F. Hughes	-- Fine Arts

STUDENT CONDUCT COMMITTEE -- (two people nominated, one will be appointed)

James Murphy	-- Finance
H. H. Rowley	-- Chemistry

Nominations for University Committees for 1955-56 -- continued

UNIVERSITY SCHOLARSHIPS -- (twenty-two people nominated, eleven will be appointed)

R. C. Bambas	-- English
G. H. Brown	-- Alumni Association
C. C. Bush	-- History
G. C. Couch	-- University College
A. H. Doerr	-- Geography
J. Douglas	-- Speech
L. Freeman	-- Business Communication
R. B. Gunning	-- Oklahoma Foundation
L. Haug	-- Music
W. N. Huff	-- Mathematics
R. L. Huntington	-- Chemical Engineering
A. Malthaner	-- Modern Languages
A. W. McCray	-- Petroleum Engineering
John Mertes	-- Marketing
Carl Moore	-- Geology
Carlos Moseley	-- Music
G. Mueller	-- Philosophy
H. Robinson	-- Classical Languages
L. Rice	-- Journalism
S. Scatori	-- Modern Languages
I. O. Schmitt	-- Anthropology
M. Schwartz	-- Law

SERIAL PUBLICATIONS -- (fourteen people nominated, seven will be appointed)

C. C. Branson	-- Geology
W. S. Campbell	-- Journalism
A. Chatenever	-- Chemical Engineering
R. Howard	-- Physics
P. C. Kelly	-- Marketing
Harrison Kerr	-- Fine Arts
A. McAnally	-- Library
D. McFarland	-- Mathematics
C. Merritt	-- Geology
C. D. Riggs	-- Zoology
L. M. Rohrbaugh	-- Plant Science
P. Ruggiers	-- English
H. V. Thornton	-- Government
John Whitaker	-- Journalism

REORGANIZATION OF THE UNIVERSITY COLLEGE COUNCIL ✓

Explanatory Comment

At the March 28, 1955, meeting of the University Senate a report on this matter from the Committee on University Organization, Budget, and Publications was considered. Final action on the report was postponed until the meeting on April 25 so that Vice President McCarter and Dean Couch might be present to present their ideas about the proposed reorganization plan.

Reorganization of the University College Council -- continued

The recommendations of the Committee on University Organization, Budget, and Publications are as follows:

Recommendations:A. Membership:

- 1) One representative from each academic department engaged in the teaching of Freshman and Sophomore courses in the University, under the Chairmanship of the Dean of the University College.
- 2) Each representative shall be elected by his academic department.

B. Responsibilities:


- 1) To study all introductory courses with reference to course content, particularly with respect to the integration of introductory courses in various areas (Social Sciences, Physical Sciences, etc.).
- 2) Subject to the approval of the participating departments and the Council on Instruction, the University College Council may establish two-year programs provided that:
 - a) the programs are planned units like the ones already approved, and that
 - b) any new programs will not involve new courses but will be made up of courses already in existence.

Senate Action

Dr. Bell, Chairman of the Committee on University Organization, Budget, and Publications commented about the above report and moved that the recommendations be approved by the Senate. His motion was seconded.

A lengthy discussion followed with Vice President McCarter and Dean Couch expressing their ideas along with a number of the Senators. Dr. Ewing then moved that all of Part B of the Recommendations be struck. His motion was seconded and passed by the Senate.

Professor Farrar moved the adoption of Part A of the Recommendations. His motion was seconded and approved by the Senate.

CAMPUS UNITED CHARITY FUND 

Explanatory Comment

At the November 29, 1954 meeting of the Senate, the Committee on Student and Public Relations was given the task of considering the matter of setting up a campus united charity fund program to facilitate collection of money for all charities by means of one drive each year rather than several drives. At the January, 1955 meeting of the Senate, a progress report was given by the Committee. At the March 28, 1955 meeting of the Senate, the Committee made two specific recommendations. The recommendations were discussed briefly but because of lack of time were held over for further discussion on April 25.

Campus United Charity Fund -- continued

The recommendations made by the Committee on Student and Public Relations were as follows:

Recommendations:

1. That we have one drive on the University of Oklahoma Campus for funds for health and welfare.
2. That a committee be appointed by the President of the University to work out the details of the plan. This committee to be selected from the 1954-55 Drive Chairmen.

Senate Action

Professor Comp, Chairman of the Committee on Student and Public Relations, commented on the above recommendations and moved that the first recommendation be approved by the Senate. His motion was seconded and passed.

Professor Comp then moved the approval of the second recommendation. His motion was seconded and passed by the Senate.

FACULTY REPRESENTATIVE TO THE BIG SEVEN CONFERENCE ✓

Explanatory Comment

The Journal of the Senate for February 28, 1955, contains a letter pointing up certain difficulties with reference to the appointment of the Faculty Representative to the Big Seven Conference. The letter indicates that the Athletic Council unanimously voted to recommend to the University Senate that the Senate recommend to President Cross that the Faculty Representative be an ex-officio member of the Athletic Council. The entire problem was referred to the Committee on University Organization, Budget, and Publications for study and a report.

Recommendations of the Committee on University Organization, Budget, and Publications:

April 19, 1955

The Faculty Representative shall have the same qualifications as a member of the Athletic Council, and if he is not a regularly appointed member thereof, he shall serve as an ex-officio member.

The Faculty Representative shall be appointed for a period of one year, and may succeed himself, but in no case may he serve more than seven consecutive years.

Committee on University Organization,
Budget, and Publications

George Fraser	A. B. Sears
W. E. Lane	G. H. Daron
J. C. Feaver	A. O. Weese
J. B. Wiley	R. E. Bell, Chairman

Faculty Representative to the Big Seven Conference -- continued

Senate Action

Dr. Bell presented the recommendations reproduced on the preceding page. He moved that the recommendations be approved by the Senate. His motion was seconded.

Following discussion of the motion and recommendations, Dr. Sears moved that the seven-year restriction on the appointment of the Faculty Representative be eliminated from the recommendations. His motion was seconded and passed.

The original motion by Dr. Bell as amended was approved by the Senate.

PROBLEMS RELATING TO THE OFFERING OF COURSES BY EXTENSION ✓

Letter From Dr. Lawton

March 18, 1955

Dr. Rufus G. Hall, Jr.
Government

Dear Dr. Hall:

In the proposed plan for a Council on Extension one item was overlooked, perhaps intentionally. The item has to do with pay for non-credit extension instruction when the services are beyond the twelve-hour teaching load. Provision is made for paying an instructor who handles credit work as an overload.

In the near future the University undoubtedly will be taking advantage of the state-owned TV station and will produce numbers of programs over that outlet. In addition, the University undoubtedly soon will expand its TV broadcasting over commercial stations. Some of these programs will be for credit and offered as Telecourses. Many of the programs will not be for credit, yet will be instructional in nature. To provide for broadcasting work which will be requested of faculty members, I suggest that the following clause be considered for incorporation in whatever instrument sets up the Council on Extension:

"Faculty members who conduct non-credit instructional work shall be paid on a scale recommended by the Dean of Extension and approved by the Council."

Sincerely,

Sherman P. Lawton
Coordinator of
Broadcasting Instruction

SPL:im

Problems Relating to the Offering of Courses by Extension -- continued

Senate Action

Dr. Pray moved that the letter be held for consideration by the Extension Council, if and when such a council is created in accordance with Senate Recommendations approved on March 7, 1955. His motion was seconded and passed.

ASSISTANCE TO FAMILIES OF DECEASED FACULTY MEMBERS ✓

Explanatory Comment

On April 5, 1955, the Faculty of the College of Business Administration unanimously adopted a resolution to be transmitted to the University Senate for consideration. That resolution is as follows:

Resolved that the Faculty of the College of Business Administration hereby requests the University Senate to formulate and recommend to the University Administration policies for University assistance to families of deceased faculty members. The Faculty suggests that particular attention be given to the propriety and feasibility of the following possible types of assistance:

1. Preferred consideration of qualified members of such families for full or part-time employment.
2. Preferred consideration of eligible student members of such families for scholarships and student loans.
3. Waiver of tuition for student members of such families.

It is further suggested that the Senate recommend that a University official be charged with responsibility for advising a deceased faculty member's family concerning the assistance which the University may furnish, as soon as practicable after the death of such faculty member.

Senate Action

Dr. Goodman moved that the problem be referred to the appropriate committee of the Senate. His motion was seconded and passed.

The matter was immediately referred to the Committee on Faculty Personnel for consideration and a report.

DEFINITION OF A NORMAL LOAD ✓

Explanatory Comment

On April 26, 1954, President Cross sent to the University Senate a letter in which he requested the Senate to make a definition of "normal load". The request was referred to the Committee on Faculty Personnel for consideration.

Definition of a Normal Load -- continued

Letter From President Cross

April 26, 1954

Dear Professor Pray:

The regulations of the University stipulate that anyone whose teaching is incidental to his administrative duties is not eligible for consideration of tenure.

In 1951 the Budget Council was requested to recommend a definition of "incidental teaching" for those full-time staff members who are engaged in administrative duties, and they made the following recommendations.

1. For the vice-presidents of the University, the deans of the University College and the degree-recommending colleges, the teaching of less than one-quarter of the normal load as defined by the University Senate shall be considered incidental.
2. For all other full-time staff members who hold academic rank in any department, school or college, including directors of schools and chairmen of departments, teaching of less than one-half the normal load as defined by the University Senate shall be considered incidental."

This recommendation was approved, and the policy thus established has been followed since 1951. I do not find, however, that the University Senate was asked to define "normal load" in this connection.

I am now requesting, therefore, that the Senate make a definition of "normal load" to be used in the application of this policy. Any other recommendations that the Senate may wish to make concerning the policy will be welcome and will be carefully considered.

Sincerely yours,

George L. Cross
President

GLC/lc

Recommendation From The Committee on Faculty Personnel

April 15, 1955

The Committee on Faculty Personnel recommends that the Faculty Handbook regulations that appear on page 24 of the 1953 Faculty Handbook be reaffirmed.

Committee on Faculty Personnel

G. J. Goodman	Dora McFarland
M. L. Moorhead	R. E. Olson
J. C. Pray	C. L. Farrar, Chairman
L. E. Winfrey	

Definition of a Normal Load -- continuedSenate Action

Professor Farrar reported for the Committee on Faculty Personnel and moved that its recommendation be approved by the Senate. His motion was seconded. Following a brief discussion the motion was passed by the University Senate.

GROUP LIFE INSURANCE PLAN

Explanatory Comment

For several months a special ad hoc committee has been considering problems connected with group life insurance for members of the faculty and staff of the University. On April 12, 1955 the committee wrote to President Cross indicating its recommendations and a summary of findings of a questionnaire completed by members of the faculty and staff. A carbon copy of that letter was sent to the University Senate.

Senate Action

Professor Farrar commented on the information sent to the Senate. He then moved that with the approval of President Cross the information be reproduced in the Journal of the Senate. His motion was seconded and approved.

The statement from the Committee on Group Insurance to President Cross is as follows:

April 12, 1955

Dr. George L. Cross, President
The University of Oklahoma
Faculty Exchange

Dear Dr. Cross:

The Committee on Group Insurance has submitted a questionnaire to the faculty and staff, and the results are attached. Fourteen hundred and thirty questionnaires were distributed, and eight hundred and eighty, or 61.5% were returned. Ten questionnaires could not be used because of lack of information.

Based on the Committee's preliminary study of the returns, it appears that the following plan would be most acceptable to the required 75% of all eligible employees:

All new full-time employees be required to carry group life insurance in the amounts specified for their current salary bracket. Present employees may voluntarily participate in the new plan, or drop out of the program entirely.

ANNUAL SALARYPROTECTION

Up to \$3000
\$3000 to \$5000
\$5000 and Over

\$1000
\$3000
\$5000

Group Life Insurance Plan -- continued

It should be made clear that the above conclusion is only tentative and is subject to revision upon consideration by the Faculty Senate and the Employment-Management Council. Our object in making this tentative report is to point up the need for early action as indicated below.

The Committee should like to mention that in order for a new plan to become effective it is necessary for at least 75% of the eligible employees to apply for the protection. It would be very desirable to negotiate with the insurance company, publicize the new plan, and distribute applications prior to the close of the current semester, in order that the increased protection may become effective October 1, 1955, with the premium deducted from the September salary warrant.

Similar information is being sent the Faculty Senate and the Employee-Management Council with an offer to meet with the groups to discuss the questionnaire and proposal.

We shall advise you as to the results of this discussion.

Yours very truly,

O. D. Westfall Ralph Olson
Dora McFarland Don Childress
John Kuhlman L. S. Ethington
 J. F. Heckinger, Chairman

cc: C. L. Farrar
Frank Ives

Summary of Group Insurance Questionnaire Responses:

Question VII

Do you favor some sort of group life insurance program?

	<u>TEACHERS</u>	<u>NON-TEACHERS</u>	<u>TOTAL</u>
Yes	304	461	765
No	26	60	86
No Answer	6	13	19
TOTAL	<u>336</u>	<u>534</u>	<u>870</u>

Question VIII

If a new plan is adopted, which of the following plans is best in your estimation?

	<u>TEACHERS</u>	<u>NON-TEACHERS</u>	<u>TOTAL</u>
Voluntary for those now employed but a condition of employment thereafter.	160	247	407
Compulsory for all full-time employees.	53	132	185
Compulsory after a waiting period, to permit the exclusion of temporary employees.	95	115	210
No answer			
TOTAL	<u>28</u> <u>336</u>	<u>40</u> <u>534</u>	<u>68</u> <u>870</u>

Question IX

I prefer to participate in a group life insurance plan with the following amount of coverage, assuming the cost to be \$.70 per month for \$1000 protection or less.

	<u>TEACHERS</u>	<u>NON-TEACHERS</u>	<u>TOTAL</u>
\$1000	19	205	224
\$2000	17	63	80
\$3000	34	90	124
\$4000	5	19	24
\$5000	206	94	300
No Answer	55	63	118
TOTAL	<u>336</u>	<u>534</u>	<u>870</u>

PRESENT ANNUAL SALARY	<u>1000</u>		<u>2000</u>		<u>3000</u>		<u>4000</u>		<u>5000</u>		<u>No. Answer</u>	
	T	NT	T	NT	T	NT	T	NT	T	NT	T	NT
Up to \$2000	1	64	0	19	1	10	0	0	0	0	0	7
\$2001 to \$3000	0	69	0	35	0	53	0	9	1	4	0	7
\$3001 to \$4000	2	10	2	0	4	10	1	7	4	26	1	4
\$4001 to \$5000	4	4	5	2	16	4	2	1	46	24	11	2
\$5000 Over	8	0	9	1	12	1	2	0	147	34	16	5
No Answer	0	22	1	3	0	4	0	2	6	5	2	4
TOTAL	<u>15</u>	<u>169</u>	<u>17</u>	<u>60</u>	<u>33</u>	<u>90</u>	<u>5</u>	<u>19</u>	<u>204</u>	<u>94</u>	<u>30</u>	<u>29</u>

T - TEACHER
NT - NON-TEACHER

ADJOURNMENT

The University Senate adjourned at 6:15 p.m. The last regular meeting of this year will be Monday, May 30, 1955, at 4:10 p.m. Material for the Agenda should be in the Office of the Secretary by Monday, May 23.

Gerald A. Porter, Secretary

Office: Education Building, Room 306
Telephone: Extension 308

10/10/1950

Dear Mr. [Name],

Reference is made to your letter of 10/10/50.

The enclosed report contains details of the work done during the period 1/10/50 to 31/10/50.

Date	Time	Location	Remarks
1/10/50	08.00	Site A	Initial survey
1/10/50	10.00	Site B	Observations
1/10/50	12.00	Site C	Measurements
1/10/50	14.00	Site A	Final check
2/10/50	08.00	Site A	Continuation of work
2/10/50	10.00	Site B	Observations
2/10/50	12.00	Site C	Measurements
2/10/50	14.00	Site A	Final check
3/10/50	08.00	Site A	Continuation of work
3/10/50	10.00	Site B	Observations
3/10/50	12.00	Site C	Measurements
3/10/50	14.00	Site A	Final check

Yours faithfully,

[Signature]

The above report is submitted for your information and is not intended to constitute an offer of any service.

Yours faithfully,

[Signature]