

## JOURNAL OF THE UNIVERSITY SENATE

Regular Session, November 28, 1955, 4:10 P. M.  
 Momnet Hall, Room 101

The University Senate, meeting in regular session, was called to order by the Chairman, Dr. Jim E. Reese.

<u>Present</u>	<u>Present</u>	<u>Absent</u>
Benson, Oliver	Larsh, Howard W.	Clark, Ralph W.
Bernhart, Arthur	Lewis, Eunice	Crook, Kenneth
Comp, L. A.	McFarland, Dora	Cross, George L.
David, Paul R.	Powell, Lytle	Daron, G. H.
Elder, Ruth	Reese, Jim E.	Dunham, Lowell
Ewing, Cortez	Riggs, Carl D.	Felton, Jean S.
Farrar, Clyde L.	Ruggiers, Paul G.	Harvey, Harriet
Feaver, J. Clayton	Shuman, Ronald B.	Jorgenson, Lloyd P.
Fraser, G. B.	Springer, C. E.	Keeley, Joe
Herbert, H. H.	Tongue, William R.	McGrew, William C.
Hoy, Harry E.	Turkington, D. Barton	Olson, Ralph E.
Keown, William H.	Vliet, R. Dale	Owings, Donnell M.
Kerr, Harrison	Wilson, M. O.	Scott, L. V.
		Snider, Glenn
		Weese, A. O.
		White, R. R.
		Winfrey, Lewis E.
		Wurtzbaugh, Jewel

## APPROVAL OF THE MINUTES

The Journal of the Senate for the regular meeting held on October 31, 1955 was approved.

## UNIVERSITY COMMITTEES

Professor A. M. de la Torre has been appointed by President Cross to serve on the Council on Instruction (1955-56) to replace Professor Ellis M. Sims.

## OFFICE SPACE FOR RETIRED MEMBERS OF THE FACULTY

Explanatory Comment

On September 26, 1955, the problem of providing office space for retired members of the faculty was referred to the Committee on Faculty Personnel for study and a report.

Office Space for Retired Members of the Faculty -- continued

Report from the Committee on Faculty Personnel

November 14, 1955

Faculty Senate  
University of Oklahoma

Gentlemen:

The Committee on Faculty Personnel recognizes that there now exists a shortage of office space in some instructional departments. This shortage will become increasingly serious in the near future as the teaching staff is enlarged and as additional faculty members reach retirement age. While some retired faculty members do not desire to retain an office, many of them do, and the following recommendations are offered as a general guide to policies and procedures on the matter.

1. A reassignment of office space in a department may be necessary upon the retirement of a member of its staff. Such space reassignment should be made by Committee A of the department.
2. If a department is clearly unable to supply office space for the active and retired members of the staff, the department should appeal to the University Council on Planning and Development.
3. Departmental secretaries should be available to retired members for professional correspondence and short manuscripts. For longer manuscripts the retired faculty member may apply to the Faculty Research Committee for secretarial services.
4. The retired faculty member should be made to feel that he is an honored member of the staff, and that any reassignment of office space is done with reluctance, but is dictated by the critical shortage of office space.

Respectfully submitted,

COMMITTEE ON FACULTY PERSONNEL

C. L. Farrar, Chairman

Joe Keeley

Dora McFarland

R. E. Olson

Jim E. Reese

Dale Vliet

L. W. Winfrey

Senate Action

Because Dr. Reese is a member of the Committee on Faculty Personnel, he yielded the chairmanship of the Senate to Dr. Ewing during discussion of this matter. Dr. Ewing is the Vice Chairman of the Senate.

Office Space for Retired Members of the Faculty -- continued

Professor Farrar, Chairman of the Committee on Faculty Personnel, presented the report of that committee as indicated on the preceding page. He moved approval of the report. His motion was seconded.

In the discussion which followed, Dr. Larsh moved the amendment of recommendation number 2 as follows: Delete the words "the department should appeal to" and insert the words "such space shall be supplied by". His motion was seconded and passed by the Senate. Therefore, recommendation number 2 is as follows:

2. If a department is clearly unable to supply office space for the active and retired members of the staff, such space shall be supplied by the University Council on Planning and Development.

The Senate then approved the entire report of the Committee on Faculty Personnel as amended.

PROPOSED SALARY SCHEDULE

The Committee on Faculty Personnel recently met with the Budget Council of the University. The meeting was devoted to consideration of elements in the proposed salary schedule which is being considered as a part of the 1956-57 budget.

Professor Farrar, as Chairman of the Committee on Faculty Personnel, presented from the floor of the Senate a brief oral report in the form of general information concerning the proposed salary schedule. He answered a number of questions directed to him by members of the Senate. There was no action required relative to Professor Farrar's report.

DUPLICATION OF COURSES

Dr. Bernhart raised for discussion the matter of duplication in courses offered throughout the University. After making several general statements, Dr. Bernhart moved that the University Senate study the possibility of better use of courses that cut across departmental and college lines within the University.

When it was agreed that the Council on Instruction has responsibility for such action, Dr. Bernhart withdrew his motion. It had not been seconded.

ADJOURNMENT

The University Senate adjourned at 4:45 p.m. The next regular meeting will be held on Monday, January 30, 1956, at 4:10 p.m. Material for the Agenda should be in the Office of the Secretary by Monday, January 23.

Gerald A. Porter, Secretary

Telephone: Extension 308

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