

JOURNAL OF THE UNIVERSITY SENATE

Regular Session, May 27, 1957, 4:10 P. M.
Monnett Hall, Room 101

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

Present

Bell, Robert E. (3)
Bowen, Willis
Clark, Ralph W. (3)
Crites, Dennis M.
Crook, Kenneth E. (1)
Ezell, John S. (3)
Fraser, George B.
Harvey, Harriet (1)
Herbert, H. H. (1)
Heilman, Arthur
Hoy, Harry E.
Jorgenson, Lloyd P. (6)
Keeley, Joe (1)
Keown, William H. (1)

Present

Lewis, Eunice
Inenicka, William J.
McGrew, William C. (4)
Morris, John W.
Powell, Lytle (1)
Plath, Ernest C. (3)
Reese, Jim E.
Rice, Leslie H. (1)
Shuman, Ronald B. (2)
Smith, William H. (2)
Springer, C. E.
Turkington, D. Barton (3)
Vliet, R. Dale (7)
Wilcox, Stewart (1)

Absent

Benson, Oliver
Cross, George L. (8)
Daron, G. H. (7)
Dunhan, Lowell (1)
Feaver, J. Clayton (1)
Felton, Jean S. (8)
Hall, Rufus G.
Larsh, Howard W. (1)
Livezey, William (3)
Nielsen, J. Rud (3)
Owings, Donnell on
leave (4)
Raines, John M. (2)
Riggs, Carl D. (5)
Scott, L. V. (6)
Warren, Mary A. (1)
Wurtzbaugh, Jewel (4)

Note: In accord with a regulation passed by the Senate on April 29, 1957, there is an indication in the foregoing list of the number of meetings missed by each Senator during 1956-57. During the year, there were eight regular meetings and one special meeting of the University Senate. The numbers in the parentheses indicate meetings missed. In each case where there is no number, the Senator has a record of perfect attendance for the year.

APPROVAL OF THE MINUTES

The Journal of the University Senate for the regular meeting held on April 29, 1957, was approved.

APPROVAL GIVEN SENATE RECOMMENDATIONS

President Cross recently expressed his approval of action taken by the University Senate as follows:

1. Recognition for Retired Faculty Members. The recommendations presented in the Journal of the University Senate for April 29, 1957.
2. Student Absences Before and After Vacations. The recommendation presented in the Journal of the University Senate for April 29, 1957.

Approval Given Senate Recommendations -- continued

3. Academic Tenure. With but one exception, President Cross indicated approval of the April 29 recommendations of the University Senate relative to the initial appointment of faculty personnel. The last sentence of Item L-b was deleted because the credit rating is a requirement established by the Regents, who consider it quite important.

ELECTION OF MEMBER OF THE COMMITTEE ON COMMITTEES

The Committee on Committees of the University Senate consists of five members. Individuals who will continue to serve in 1957-58 are: Dennis M. Crites, Lowell Dunham, Harriet Harvey, and Arthur W. Heilman.

Nominations from the floor of the Senate for a replacement for George B. Fraser included: Richard B. Pool, Lawrence S. Poston, Jr., and E. J. Schultz. As a result of the voting which followed, Richard B. Pool was elected to serve on the Committee. Harriet Harvey will serve as Chairman of the Committee on Committees of the Senate during 1957-58.

UNIVERSITY COMMITTEE NOMINATIONS FOR 1957-58

The University Senate was requested to submit nominations to President Cross for each of the following committee vacancies:

Budget Council, Professor J. Bruce Wiley, resigned, term expires 1959.

Council on Instruction, Professor Ansel Challener, on leave, 1957-58.

Senate Action

The University Senate approved nominations for the foregoing committee vacancies as follows:

Budget Council -- Jim E. Reese -- Economics
J. Palmer Boggs -- Architecture

Council on Instruction -- Carl T. Alquist -- Electrical Engineering
Harold K. Bone -- Engineering Drawing

Because J. Palmer Boggs was nominated for the Budget Council, the Committee on Committees requested that his name be deleted from the list of nominees for the Committee on Libraries that was previously submitted to President Cross. The Senate then approved the addition of the name of Besse A. Clement to the list of nominees for the Committee on Libraries for 1957-58.

REDUCTION OF ENROLMENT FEES FOR FACULTY WIVES

Report of the Committee on Courses and Curricula

The following entry is from the Journal of the University Senate, for November 26, 1956:

REDUCTION OF ENROLMENT FEES FOR FACULTY WIVES

Dr. Owings raised for consideration the possibility of developing a plan whereby fees for courses offered by the University might be waived or substantially reduced for the wives of faculty members. He emphasized that such an arrangement would constitute a "fringe" benefit of considerable value to the faculty but at only slight cost to the University.

Dr. Owings moved that the feasibility and desirability of reduced fees for the wives of faculty members be studied by the appropriate committee of the Senate. His motion was seconded and approved by the Senate.

The problem was referred by the Chairman of the Senate to the Committee on Courses and Curricula.

The following report concerning this question is submitted by the Committee:

1. The University Regents would not have the authority to adopt such a plan. It would have to be adopted by the State Regents for Higher Education, to apply on a state-wide basis.
2. Private schools with high tuition fees frequently reduce such fees for members of professors' families. Even so, the fee payable in such cases may be high.
3. The general fee at OU is below the national average for state universities.
4. "Fringe" benefits are an important part of the provisions for welfare and morale in any institution. But the best "fringe" provisions are those which benefit all or most of the employees (e.g., group insurance, hospitalization insurance, etc.) The fringe benefit now proposed would probably affect a minority of university families. It seems doubtful that the remission or reduction of fees would contribute in any significant way to the welfare and morale of professors as a group.
5. If only a minority of university families would be involved, the loss in university revenue resulting from adoption of the proposed policy would probably be small. Even so, any loss which might result would have to be made up by an increase in revenue from some other source, and the only source available would seem to be an increase in general tuition.
6. In view of the factors mentioned above, your Committee reports unfavorably on the proposal for reduction of tuition fees for faculty wives.

Jean S. Felton
Rufus Hall
Harriet Harvey

William Livezey
D. Barton Turkington
L. P. Jorgenson, Chairman

Reduction of Enrolment Fees for Faculty Wives -- Continued

Senate Action

Dr. Jorgenson, Chairman of the Committee on Courses and Curricula, moved that the report of his committee be approved by the Senate. The motion was seconded and passed.

SABBATICAL LEAVE ✓

Letter from Committee on Faculty Personnel

May 10, 1957

Dr. Gerald A. Porter, Secretary
University Senate
Faculty Exchange

Dear Dr. Porter:

In November, 1956, Professor Rice discussed a plan for establishing a research type of sabbatical leave, one which would permit freedom from teaching assignments for one semester to pursue research currently in progress. As the applicant for this type of sabbatical leave would have to offer as qualification an established research program as well as the required years of service, it was contemplated that full salary for the semester would be indicated as an equitable distinction between the two types of sabbatical leaves.

Professor Rice moved that the Senate consider such a proposal, the motion was passed, and the matter was referred to the Committee on Faculty Personnel for study.

Our report is hereby submitted for Senate action. It may be noted that the Committee exceeded its directive somewhat in that we have included a study and recommendations on the conventional sabbatical leave now in use. As any action taken in this matter, and approved, will be Faculty Handbook material, our thought was that the entire subject should be reviewed and correlated.

We recommend the approval of the report which is reproduced on page 5 of this agenda.

Sincerely submitted,

COMMITTEE ON FACULTY PERSONNEL

Dale Vliet
Jim Reese
Jewel Wurtzbaugh
John Morris
Leslie Rice
Stewart Wilcox
Joe Keeley, Chairman

Sabbatical Leave -- continued

Recommendations of the Committee on Faculty Personnel

SABBATICAL LEAVE

- A. Sabbatical leave at half pay. Leave of absence on half pay, for a period not to exceed one full year, may be granted by the President of the University, with the approval of the Regents of the University, to any teacher above the rank of instructor who has completed at least six years of service as teacher in the University, provided that the time shall be given to study and travel approved by the President.
- B. The procedures to be used in the applying for and granting of sabbatical leaves at half pay shall be as follows:
 1. After receiving approval from his department and from his dean to apply for such leave, the faculty member shall submit his application to the Office of the President.
 2. If the recommendation of the Budget Council is favorable, and if the Board of Regents approves the recommendation of the President that leave be granted, the President shall formally notify the faculty member to that effect.
- C. Research sabbatical leave at full pay. Leave of absence on full pay, for a period not to exceed one-half year, may be granted by the President, with the approval of the Regents, to any teacher above the rank of instructor who has completed at least six years of service as teacher in the University, provided that the time be given to research approved by the President.
- D. The procedures to be used in the applying for and granting of research sabbatical leaves shall be as follows:
 1. The President shall inform the Research Committee of the Graduate College how many such leaves for research are to be granted to the faculty for the ensuing academic year.
 2. After receiving approval from his department and his dean to apply for a research sabbatical leave, the faculty member shall forward to the Research Committee a prospectus and resume of research already sufficiently underway to enable the Committee to appraise its merits in comparison with other applications submitted.
 3. Having been informed by the President how many research sabbatical leaves are to be granted, the Research Committee shall screen the applicants and forward their names to the Budget Council. The Council shall notify the President that the appropriate departmental budgets have been charged with one-half of the yearly salary rates of those granted research sabbatical leaves. Upon approval by the Regents, the President shall formally notify those who have been granted such leaves.

Sabbatical Leave -- continued

- E. Although instructors shall not be eligible for sabbatical leaves of absence, their years of service to the University at the rank of instructor may be counted toward the six years of service necessary to make them eligible for such leave after they have received tenure.
- F. Since sabbatical leaves are in recognition of service already performed, no bond guaranteeing a return to the University shall be required.

Senate Action

The foregoing report of the Committee on Faculty Personnel was presented by Professor Keeley, Chairman of the Committee. He moved that the report be approved by the University Senate and submitted to President Cross. His motion was seconded.

Following a brief discussion of the report, Professor Herbert moved that the statement in Item F be deleted and the following statement inserted: "A faculty member shall file a bond guaranteeing to refile one-half of his sabbatical salary if he does not return to the University and remain in its employ for one year." His motion was seconded and approved by the Senate.

The entire report, as amended, was then approved by the Senate for transmittal to President Cross.

CREDIT FOR MILITARY TRAINING AND EXPERIENCE ✓

Letter from Vice President McCarter

May 1, 1957

Professor Jim Reese, Chairman
University Senate
Faculty Exchange

Dear Professor Reese:

The attached is a copy of a letter addressed to me from Dr. Stanley K. Coffman, Jr., Chairman of the University Committee on Military, Naval, and Air Training. The letter contains recommendations of certain clarifying revisions of our University policy with regard to credit for military training and experience. The recommendations have the concurrence of the Dean of Admissions and Registrar.

Since the recommendations involved all-University requirements, I am referring them to the Senate for its recommendations.

Sincerely yours,

Pete Kyle McCarter
Vice President

Credit for Military Training and Experience -- continued

Letter from Stanley K. Coffman, Jr.

April 23, 1957

Vice President Pete Kyle McCarter
Faculty Exchange

Dear Dr. McCarter:

At its meeting April 18, the Committee on Military, Naval and Air Training made the following recommendations and instructed me to forward them for your consideration.

It recommends that the University Bulletin, page 24, item 7(b) be changed to read:

"A veteran who has had ninety days of active service in any branch of the Armed Forces, and who has an honorable discharge, or a student who has satisfactorily completed six months active duty for training as a Reserve Forces Act trainee, will be given credit for the hours in basic military science normally required for graduation. Each of the services, however, reserves the right to specify the complete training program necessary to meet the requirements for a commission. It is suggested, therefore, that students who enter the University after military service and who are interested in obtaining a ROTC commission consult the appropriate ROTC department at their earliest opportunity."

It also recommends that the following principles be adopted by the Office of Admissions and Records:

- (1) That high school military training courses be evaluated as "Miscellaneous" secondary school credit.
- (2) That MST 1, 2, 3, 4 taken at military junior colleges be evaluated for advanced standing credit as MS 11, 12, 21, 22, respectively. Completion of MS 11, 12, 21, and 22 satisfies the University requirement in basic military training and physical education; if, however, the student wishes to obtain an ROTC commission, his actual curriculum of military courses will be determined by the service in which he will take his training.
3. That MST 5 taken at military junior colleges be evaluated for credit as MS 131 and MS 132.

Sincerely yours,

Stanley K. Coffman, Jr., Chairman
Committee on Military, Naval and
Air Training

Credit for Military Training and Experience -- continuedAction of the Chairman of the Senate

Because the May 27 meeting of the University Senate is the last meeting of the 1956-57 school year, Dr. Reese directed the foregoing recommendations to the Committee on Teaching and Research without first having it reviewed by the Senate.

Current Statement in the University Bulletin, page 24, item 7(b)

"(b) A veteran who has had ninety days of active service in any branch of the armed forces, and who has an honorable discharge, will be given credit for the hours in military science and physical education normally required for graduation. This credit, however, does not in every instance count toward meeting the military, naval, or air science requirements for a commission."

Report of the Committee on Teaching and Research

May 17, 1967

The Committee on Teaching and Research recommends that the University Senate approve the recommendations of the University Committee on Military, Naval and Air Training.

L. V. Scott
Oliver Benson
John Ezell
Earnest C. Plath

J. Rud Nielson
William H. Keown
Arthur Heilman, Chairman

Senate Action

Following a brief discussion of this problem relating to military training and experience, Dr. Morris moved that the report of the Committee on Teaching and Research be approved and the the recommendations in the letter from Dr. Coffman be transmitted to President Corss. His motion was seconded and passed by the Senate.

SELF-STUDY SURVEY OF THE UNIVERSITY ✓

Explanatory Comment

At the April meeting of the University Senate, considerable time was devoted to a discussion of the problems relating to the self-study survey program of the University. A report from the Committee on University Organization, Budget, and Publications was considered and then tabled until the May meeting so that all portions of the report might be clarified and considered at greater length.

On May 16, 1957, the Committee on University Organization, Budget, and Publications filed with the Secretary of the University Senate a statement of revised recommendations relative to the self-study problem.

Self-Study Survey of the University -- continuedReport from the Committee on University Organization, Budget, and Publications

May 16, 1957

The recommendations of the Committee on University Organization, Budget and Publications have been revised to conform with the Senate action taken on them on April 29, 1957. The Council on Instruction has discussed the question of the most effective procedure for handling recommendations, and, at the request of the Council, we have included items #2 and #3 in Article III of our suggestions.

It is the opinion shared by members of our Committee that since the Council would be dealing with broadened and new functions if these recommendations are passed, the broader and more flexible its charter from the Senate may be, the better. There should be room for experiment with procedures. In other words, it is suggested that we wait some time before we try to include the fine print instructions. It is the recommendation of our Committee that a third point should be added to those made by the Council. It has been included as #4 in Article III. This thought seems to be in line with the motion made by Dr. Keown which was carried and is included here as point #5.

REVISED RECOMMENDATIONS OF THE

COMMITTEE ON UNIVERSITY ORGANIZATION, BUDGET, AND PUBLICATIONS

1. Self-Evaluation be continued by existing University organizations.
2. The functions and procedures of the Council on Instruction be amended to read as follows:
 - I. The Council shall evaluate the educational policies of the University and plan the future instructional development of the University. It shall make recommendations to the appropriate University authorities concerning any matters dealing with the educational policies of the University, including the establishment or abolition of colleges, schools, departments, curricula, courses, and degrees.
 - II. The Council shall encourage and assist the various colleges, schools, and departments to evaluate the effectiveness of their instructional programs.
 - III. (1) All proposals for the establishment of, the abolition of and changes in curricula, for new courses, for a change in the subject matter of a course and for an increase in the hours of a course must be submitted to the Council for its approval, disapproval or modification.
 - (2) In the case of recommendations originating with the department, the Council may continue to follow the present procedure.
 - (3) In the case of action originating with the Council or elsewhere, the Council be held responsible for consulting with departments and colleges concerned before taking final action.

Self-Study Survey of the University -- continued

- (4) The Council should determine its own procedures and report changes to the Senate.
 - (5) The Council shall report periodically and at least annually to the University Senate, the results of its evaluation and its recommendations for future instructional development.
 - (6) The Council may appoint sub-committees and it may recommend that the President appoint temporary committees to consider specific problems.
 - (7) The Council shall request the information from administrative offices where necessary to aid in its evaluation of the educational policy of the University.
- IV. Provisions shall be made for the addition of an administrative assistant in the President's Office whose duties shall include collecting data needed for self-evaluation as related to educational policies.

COMMITTEE ON UNIVERSITY ORGANIZATION,
BUDGET AND PUBLICATIONS

Ralph W. Clark, Chairman

Senate Action

Dean Clark presented the foregoing revised recommendations of the Committee on University Organization, Budget, and Publications and moved that the recommendations be approved by the University Senate. His motion was seconded and considerable discussion followed.

Dr. Wilcox made a motion to amend the revised recommendations by substituting for the statement in Item IV the following:

"By virtue of his position as chairman ex-officio of the Council on Instruction, the Executive Vice President shall direct the activities of a secretarial assistant whose duties shall include:

- (a) Collecting data needed for self-evaluation as related to educational policies and
- (b) When time permits, furnishing assistance to the council and its members in performance of their duties. The position of secretarial assistant to the chairman and the council may be continued or abolished at the discretion of the council."

The motion by Dr. Wilcox was seconded and passed by the Senate.

The University Senate then voted to approve the entire list of revised recommendations relative to the self-study problem, including the amendment.

EVALUATION OF UNIVERSITY COMMITTEES

Explanatory Comment

On March 26, 1956, the University Senate considered a report from the Coordinating Committee on Self-Evaluation in which it was recommended that the Senate Committee on University Organization, Budget, and Publications undertake the task of evaluating university committees. The problem was then referred to the latter committee.

Memorandum Relative to This Problem

To: Dr. Gerald Porter
 Dr. Jim Reese
 Members of the Committee on University Organization, Budget, and Publications

From: Ralph W. Clark

Date: May 20, 1957

The Committee on University Organization, Budget, and Publications has studied a questionnaire survey of University committee members. The Committee met frequently and conclusions have been reached. The matter of correlating the results has been left to the chairman. Unfortunately, for reasons beyond my control--a very bad legislative year as far as pharmacy is concerned-- the part I was to have taken has been delayed. Therefore, please consider this a progress report. I will correlate the material and make it available to next year's committee so the results of the present committee may be used in a report to the Senate next year.

Senate Action

Dean Clark commented relative to the Progress made by his Committee. No action was taken by the Senate.

NOISE INTERFERING WITH INSTRUCTION

Dr. Springer raised for consideration the problem of noise resulting from Physical Plant activities such as lawn mowing, cement hammering, etc. He emphasized that such noise frequently cuts into the effectiveness of instruction and occasionally causes professors to discontinue instructional activity. He raised the question of whether some such work might not be done at night. Dr. Springer then moved that the matter be referred to the appropriate committee of the Senate for study and a report. His motion was seconded and passed. The problem was referred, by the Chairman of the Senate, to the Committee on Courses and Curricula.

RELATIONSHIP OF THE BUDGET COUNCIL TO THE UNIVERSITY SENATE

Following a few comments, Dr. Wilcox moved that the appropriate committee of the University Senate be assigned the task of studying the relationship between the Budget Council and the University Senate. He stated that his motion was based on a belief that the Budget Council has taken action that appears to be in the realm of the prerogatives of the University Senate. His motion was seconded and passed. The matter was referred by the Chairman of the Senate, to the Committee on Organization, Budget, and Publications.

RECENTLY ELECTED SENATORS

During the past few weeks, elections have been held in all cases where necessary to provide proper representation in the University Senate for the year 1957-58. New senators, elected to three-year terms (1957-60), are:

- Engineering. C. T. Almquist -- Richard B. Pool
- Law. William R. Bandy
- Education. L. A. Berry -- Ruth Fell
- Business Administration. Paul A. Brinker
- Medicine John P. Colmore -- Earl G. Larsen
- Fine Arts. Carl Cass -- E. J. Schultz
- Arts & Sciences. John C. Brixey -- Stanley K. Coffman --
Victor Elconin
- General Faculty. Duane Roller - *Lawrence Poston*

ADJOURNMENT

The University Senate adjourned at 5:15 p.m. The next regular meeting will be held on Monday, September 30, 1957, at 4:10 p.m. Material for the agenda should be in the office of the Secretary by Monday, September 23.

Gerald A. Porter, Secretary