

JOURNAL OF THE UNIVERSITY SENATE

Regular Session, November 26, 1962, 4:10 P.M.
Student Union Building, Room 165

The University Senate, meeting in regular session, was called to order by the Chairman, Dr. Bruce I. Granger.

Present

Allison, John E.
Bishop, L. Doyle
Bowen, Willis H.
Brixekey, John C.
Brown, V. Jean
Campbell, John M.
Chisolm, Mildred V.
Clark, F. Donald
Comp, LaVerne A.
Craven, Clifford J.
Crim, Ed F.
Crook, Kenneth
Cross, George L.
de Stwolinski, Gail
Ewing, George M.
Gooch Brison
Granger, Bruce I.
Hall, Rufus G.
Johns, O. D.

Present

Keeley, Joe W.
Kitts, David
Lee, Cecil
Male, Roy R.
Matlock, J. Ray
McFarland, Dora
Morris, Virginia
Phillips, Marion C.
Plint, Colin A.
Pray, Joseph C.
Rarick, Joseph L.
Rice, Leslie
Schottstaedt, W. W.
Stanley, A. J.
Sutherland, Patrick K.
Wallingford, E. Keith
Warren, Mary A.
Wilcox, Stewart C.
Williams, Lloyd P.

Absent

Christian, Sherrill D.
David, Paul R.
Fowler, Richard G.
Patterson, Helen
Riggs, Carl
Ruggiers, Paul G.

APPROVAL OF MINUTES

The Journal of the University Senate for the regular meeting held on October 29, 1962, was approved.

UNIVERSITY COMMITTEE APPOINTMENTS

Acting upon nominations submitted by the University Senate, President Cross has made the following appointments:

Faculty Personnel Committee -- Blanche Sommers -- for a three-year term, 1962-65, to replace Robert A. Howard.

Council on Planning and Development -- William Eick -- for a three-year term, 1962-65, to replace Verne C. Kennedy.

SENATORS ELECTED

Senators elected to replace Dr. Harriet Harvey and Dr. Arthur Heilman in the University Senate are:

Joseph C. Pray -- Government

Paul G. Ruggiers -- English

They have been elected as representatives of the General Faculty. Their terms running for two years, 1962-64, will expire in May of 1964.

NOMINATIONS FOR THE UNIVERSITY BUDGET COUNCIL

Memorandum from Vice President McCarter

November 8, 1962

The President has received the nominations for University Committees as approved by the University Senate on October 29.

Of the three nominees for the Budget Council, two have recently served full terms on that Council.

The President requests that the Senate nominate to him three members of the faculty who have not served on the Council. The list of those who have served may be obtained from Mrs. Donham in this office.

Senate Action

Dr. Campbell, Chairman of the Senate Committee on Committees, stated that his committee continued to support the nominations submitted on October 29 as follows:

John B. Bruce -- Pharmacy
J. Clayton Feaver -- Philosophy
George J. Goodman -- Botany

Following a brief discussion, nominations of additional persons were made from the floor of the Senate as follow:

L. A. Comp -- Aeronautical and Space Engineering
David Kitts -- Geology

The University Senate then voted to send all five of the nominations indicated above to President Cross for his consideration.

REPORTING OF FINAL GRADES

Report of the Committee on Academic Standards

November 26, 1962

In a letter dated October 24, 1962, President Cross requested the University Senate to cooperate with him in reducing the maximum period for reporting grades from 96 to 48 hours following a final examination, in order to allow the conferral of unconditional degrees at commencement exercises. Some members of the Senate objected to the proposed reduction. The committee believes that unconditional degrees could be awarded at commencement exercises without a general reduction of the maximum grade reporting period to 48 hours if either one of the following proposed rules were adopted.

Reporting of Final Grades -- continued

1. Final grades must be reported to the Office of Admissions and Records within 96 hours after a final examination except in the case of grades for degree candidates, which must be reported within 48 hours after the final examination, or 24 hours after the final examination in case the examination is given on the last day of the final examination period.
2. Final grades must be reported to the Office of Admissions and Records within 96 hours after a final examination except in the case of grades for degree candidates. Tentative grades for degree candidates must be reported on cards provided by the Office of Admissions and Records not later than one week before the last scheduled class of each semester. A tentative grade may be raised by noting this action at the regular reporting time. A tentative grade may be lowered if this action is reported within 48 hours after the final examination in the course for which the tentative grade was given, or 24 hours after this examination period.

Rule number 1 has the advantage of simplicity but the committee believes that rule number 2 more nearly reflects the feeling of the Senate as expressed at the October meeting. The committee therefore recommends that the Senate recommend to President Cross that rule number 2 be adopted.

Gail de Stwolinski
 Kenneth Crook
 Marion Phillips
 Roy Male

John Campbell
 John Brixey
 David Kitts, Chairman

Senate Action

Dr. Kitts, Chairman of the Committee on Academic Standards, presented the foregoing report and there was some discussion regarding it. Dr. Kitts then moved that the University Senate approve rule number 2 in the report and that it be submitted to President Cross for his consideration. The motion was seconded and passed.

CONTROL OF STUDENT SCHEDULING UNDER AN

EXPANDED ACADEMIC DAY AND WEEK

Progress Report of the Committee on Student and Public Relations

November 19, 1962

As its first meeting this year the Committee selected a chairman, reviewed its assignment, and made plans to resume study of the problem.

On November 13, the Committee met to hear reports from members of the committee who had been investigating various aspects of the problem. These reports, briefly summarized below, constitute this progress report.

Control of Student Scheduling Under an Expanded Academic Day and Week -- continued

1. The only previously conducted studies discovered having any bearing on the problem were under the direction of the University Guidance Service, and concerned the freshman classes of 1952 and 1960. According to Mr. Clell Warriner, Director of the University Guidance Service, a similar study is presently underway on this year's freshman class, which will reveal information on the characteristics of the University of Oklahoma student which may be of use to the committee. Information to be secured includes: (a) age, (b) home town, (c) ACT scores, (d) marital status, (e) fraternity or sorority, (f) means of support, (g) academic load, (h) car on campus, (i) commuting, (j) parents' level of education, (k) parents' income, and (l) size of family. The data will be punched on cards and available for use about the middle of next semester.
2. The Committee is taking steps to find out what other Big-8 schools are doing about controlling student scheduling.
3. In an informal interview with members of the Committee last week, Mr. Boyce Timmons, Director of Registration, Office of Admissions and Records, made the following observations:
 - a. The departments are presently cooperating well in scheduling specified percentages of their offerings at unpopular hours,
 - b. There seems to be a need for students to be given a specified percentage of their schedules at unpopular hours:
 - c. There is a real problem in arranging laboratory hours so that some labs can be scheduled in the mornings, thus freeing students for other classes in the afternoons;
 - d. The Office is currently in touch with other Big-8 registrars, and will make freely available any pertinent information received.
4. Work has started on the formulation of a set of principles which may serve as a guide for the development of a plan for the control of student scheduling.

Respectfully submitted,

Mildred Chisolm
Sherril Christian
LaVerne Comp
Brison Gooch

Virginia Morris
Helen Patterson
O. D. Johns,
Chairman

Senate Action

Dr. Johns, Chairman of the Committee on Student and Public Relations, presented the foregoing progress report. Discussion of several aspects of the report followed but no formal action was taken by the Senate. The committee will continue study of the problems involved and will develop specific recommendations to be considered at a later date.

INSURANCE FOR FACULTY MEMBERS

Explanatory comment

At the September meeting of the University Senate questions were raised relative to the need for appraising and evaluating of the regulations regarding sick leave as they apply to the faculty of the University. The problems in this matter were referred to the Senate Committee on Faculty Personnel for study.

Report of the Committee on Faculty Personnel

November 26, 1962

This recommendation is a proposal to insure faculty members who must take leaves of absence due to illness. (See Faculty Handbook, pp. 26-27)

The Committee on Faculty Personnel proposes:

1. That all full-time faculty members of the rank of instructor or above be insured for one full year from the date their leave of absence begins;
2. That their insurance be in the regular amount of the monthly salary rate stipulated in their last effective contract unless such rate has been superseded by a higher rate;
3. That eligibility include:
 - a. Illness incurred during the summer, or
 - b. By a faculty member not on tenure even if renewal of contract is contemplated for but a terminal year of appointment, or
 - c. By a faculty member during a terminal year of appointment.

Discussion

The Committee suggests that the Office of the Vice President and Business Manager look into the practicability of combining this type of salary rate insurance with the rest of the insurance "package" now constituting part of the marginal benefits enjoyed by the faculty.

In addition the Committee feels that the University faculty and student community has become so large that long range planning of medical and hospitalization benefits both in the College Infirmary and in the Medical School in Oklahoma City is needed for students and faculty alike.

Senate Action

Dr. Wilcox, Chairman of the Committee on Faculty Personnel, presented the foregoing report. Following discussion of it, he moved that the report be submitted to the Office of the President for appropriate action. His motion was seconded and passed.

RETIREMENT BECAUSE OF FULL DISABILITY

Explanatory Comment

The conditions under which a faculty member retires because of full disability were considered by the Committee on Faculty Personnel in connection with other matters which had been referred to that Committee. Thus, the recommendation presented below was not developed at the request of the President's Office or of the Senate. It came out of committee consideration developed in connection with other specific charges to the committee.

Recommendation of the Committee on Faculty Personnel

November 26, 1962

The Committee on Faculty Personnel recommends that a faculty member retired because of full disability receive a stipend of 50 per cent (instead of the present 37 ½ per cent) of the 75 per cent calculation base. (Because of the complexity of University retirement provisions, the wording of this recommendation should come from the Office of the Vice President and Business Manager.)

Respectfully submitted,

Willis H. Bowen
Cecil Lee
V. Jean Brown
Joseph L. Rarick

Leslie Rice
A. J. Stanley
S. C. Wilcox, Chairman

Senate Action

Dr. Wilcox, Chairman of the Committee on Faculty Personnel, presented the foregoing recommendation and commented relative to the need for it. Following a brief discussion, Dr. Wilcox moved that the recommendation be submitted to the Office of the President for appropriate action. His motion was seconded.

Dr. Keeley then made a substitute motion that the matter be brought to the attention of the Office of the President, so that it might be considered along with other matters such as insurance for faculty members, and so forth. His motion was seconded and passed.

REGULATIONS GOVERNING THE RESEARCH PROFESSORSHIP

Explanatory Comment

In a memorandum on May 31, 1962, Vice President McCarter referred to the University Senate a recommendation from the Graduate Council and the Dean of the Graduate College that would modify the present regulations governing the Research Professorship. The referral constituted a request for the Senate's own recommendation on this matter.

At the September meeting of the University Senate, this matter was considered briefly and referred to the Committee on Faculty Personnel for study and a report.

Senate Action

On November 26, Dr. Wilcox, Chairman of the Committee on Faculty Personnel, presented a progress report on the work of his Committee. Following some discussion, Dr. Bishop moved that the matter be tabled until the next meeting of the Senate. His motion was seconded and passed. This matter will be on the Agenda for the meeting of the University Senate on January 28.

GRADES ON MID-SEMESTER PROGRESS REPORTS

Letter from Dr. Wilcox

November 19, 1962

Mr. Bruce Granger
Chairman, The University Senate

Dear Mr. Granger:

So far as I am aware, the Office of Admissions and Records has not requested the Senate to recommend to the President that Mid-Semester Progress Reports be filled out with letter grades. In fact, I recall the matter's coming up some years ago and the Senate's deciding that U and S reports were sufficient.

May I add that some instructors much prefer not to give actual grades at mid-term. In particular they want to avoid having to tell a student he is failing if the failure at that time is attributable to such a matter as quality of written expression. Above all, there is always the possibility that grades given on progress reports will be regarded as "final" mid-term grades, which they are not.

If some parents are doubtful of the meaning of U and S on the mid-term slips they receive from the Office of Admissions and Records, then the slips should carry an explanation of these marks of progress.

Sincerely yours,

(s) S. C. Wilcox

SCW/ap

Senate Action

The foregoing letter was read by the Chairman of the University Senate. Dr. Hall then moved that it be referred to the appropriate committee of the Senate for study. His motion was seconded and passed.

The Chairman of the University Senate made immediate referral to the Committee on Courses and Curricula.

ADJOURNMENT

The University Senate adjourned at 5:20 p.m. The next regular meeting will be held on Monday, January 28, 1963. Materials for the Agenda should be in the Office of the Secretary by Wednesday, January 16.

Gerald A. Porter, Secretary