

JOURNAL OF THE FACULTY SENATE  
The University of Oklahoma  
Norman

Regular Session -- September 18, 1972 -- 3:30 P.m.

The Faculty Senate was called to order by Dr. Geoffrey Marshall, Chairman.

<u>Present:</u>	Bibens, Robert F. Bogart, George A. Brown, Homer A. Burwell, James R. Christian, Sherril D. Costello, James Crim, Sarah R. de Stwolinski, Gail Eek, Nat S. Estes, James R. Feaver, J. Clayton Frueh, Forrest L. Gibson, Arrell M. Gregory, Helen	Grunder, J. Richard Hilbert, Richard E. Huneke, Harold V. Jischke, Martin C. Kuhlman, Richard Laguros, Joakim G. Letchworth, George Levy, David Lutz, Raymond P. Maehl, William H. Marshall, Geoffrey McDonald, Bernard R. Milby, T. H. Miller, Fred	Olson, Ralph E. Owens, Mitchell V. Pollak, Betty Prickett, Wilson B. Shahan, Robert W. Sokatch, John R. Stuart, Chipman G. Sutherland, Patrick K. Taylor, K. L. Truex, Dorothy Weinheimer, A. J. Whitney, David A. Zahasky, Mary C.
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<u>Absent:</u>	Patton, Charles G.	Swank, David	Wilson, William H.
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APPROVAL OF MINUTES

The Journal of the Faculty Senate for the regular session on April 10, 1972, was approved.

SCHEDULE OF 1972-73 FACULTY SENATE MEETINGS:

The Faculty Senate will meet in regular session on the following Mondays during the current academic year at 3:30 p.m., in Room 218, Dale Hall on the Norman campus except as otherwise noted:

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|-----|--------------------|--|
| (1) | September 18, 1972 |  |
| (2) | October 9, 1972    |  |
| (3) | November 13, 1972  |  |
| (4) | December 11, 1972  |  |
| (5) | January 15, 1973   |  |
| (6) | February 12, 1973: | 4:00 p.m., West Lecture Hall, Basic Science Building, Oklahoma University Health Sciences Center, Oklahoma City. |
| (7) | March 12, 1973     |  |
| (8) | April 9, 1973      |  |
| (9) | May 7, 1973        |  |

ANNOUNCEMENT OF GENERAL FACULTY MEETING

The General Faculty of the University of Oklahoma will meet at 3:30 p.m., on Thursday, October 19, 1972, in Room 150, Adams Hall Annex (College of Business Administration).

## ACTIONS TAKEN BY PRESIDENT PAUL F. SHARP

Changes in the Charter of the General Faculty and the Faculty Senate: On June 9, 1972, Dr. Paul F. Sharp, President of the University, notified the Chairman of the Faculty Senate that the Regents of the University had approved on June 8, 1972, the two changes in the Charter of the General Faculty as recommended by the Faculty Senate and the General Faculty (future ineligibility of full-time administrative personnel above the departmental level and redesignation of the University Senate as the Faculty Senate). (See page 6 of the University Senate Journal for both December 13, 1971, and March 13, 1972.)

Restructuring of University councils and committees: On May 5, 1972, Dr. Paul F. Sharp, President of the University, notified the Chairman of the Faculty Senate that the Senate proposal for restructuring University councils and committees was being circulated to University officers for review and recommendations. He added that, as soon as these are received, he would take appropriate action.

Proposed University Patent Policy: On April 20, 1972, Dr. Paul F. Sharp, President of the University, acknowledged receipt of the Senate action concerning the proposed University Patent Policy (see pages 4 and 8-11 of the Senate Journal for April 10, 1972). President Sharp reported that the proposal was being distributed to key administrators on the Norman campus and at the Health Sciences Center for review. His subsequent action in this matter will be taken subject to approval by the Regents.

## REMARKS BY PRESIDENT PAUL F. SHARP

In his 30-minute, informal presentation, Dr. Sharp repeatedly appealed for a "sense of community" among the four elements of the University--the faculty, the administration, the students, and the non-academic employees.

In his opinion, time will be required to resolve some of the difficulties without recourse to the Regents. The "layered bureaucracy" of our time is not a unique phenomenon at the University of Oklahoma but is occurring throughout the country. As a consequence, more and more problems are now being resolved by legislative action. He cited recent examples in Oklahoma--the admissions policy announced by the State Higher Regents and the continuing discussions concerning revolving funds and foundations

With regard to the pending selection of a Provost Search Committee, Dr. Sharp stated that seven faculty members will be selected from those nominated by the Senate. The Committee, to be chaired by a Senate nominee, will also include two students and two administrators.

He expressed pleasure at the new sense of community emerging between the Health Sciences Center and the rest of the University community. He paid tribute to the leadership of the Health Sciences Center for its fine cooperation and sense of belonging to the University community. Hopefully, this greater sense of unity can be translated into departmental and other aspects of academic life.

Dr. Sharp's category of "unfinished business" included the following items:

- (1) Minority recruiting: The need was stressed for continuing and even greater attention and effort to solve this problem.
- (2) Restatement of University policy concerning faculty tenure and academic freedom: The administration would like to present to the Regents a document that meets with approval of both the faculty and the administration. He feels that some points need to be clarified and defined. In his opinion, tenure is essential to the preservation of academic freedom with the recognition that "we may have been somewhat casual in granting tenure in the past." In other words, "we must convince the Regents that tenure is

a very precious thing as it relates to academic freedom, and we should not discard it simply because we may have abused it on occasion." Furthermore, in his view, the present policy should not be changed "until we have something better to put in its place."

He added that some serious questions will be encountered at the Regents' level. These questions are not born of caprice and should be taken seriously. In line with current national trends, the Regents are taking a more critical look at tenure.

In his opinion, the statements concerning responsibilities could be strengthened somewhat. Although the document appropriately reflects the responsibility of the University, a little more emphasis should be placed on the responsibility of the faculty as individual members of the community.

- (3) Articulation with the junior colleges: During the past three years, the number of junior college transfers has grown from 206 to 606, with further increases likely during the next few years. This University should provide the leadership in this problem that includes such unresolved issues as (a) transfers to specialized and professional programs that must meet accrediting standards (b) developing programs for transfer students that are in consonance with the programs offered our students so that we do not treat our own students unequally.

These and other problems should be resolved in our own academic community and not in the public arena.

- (4) Resources Review Task Force: Calling the undertaking in resource allocation one of the most important exercises this year, Dr. Sharp cautioned against expecting too much during the first year. With the full knowledge that we will not have all of the resources that we would like to have to fulfill our mission, we will avoid rigid internal application of quantitative standards but will strive for appropriate qualitative judgments as well.
- (5) Restructuring University councils and committees: This matter is very close to a conclusion. The big question outstanding is that of student and non-academic personnel representation on the Budget Council.

In conclusion, Dr. Sharp expressed his appreciation for the invitation to address the Faculty Senate on the state of the University.

During the 10-minute, question-and-answer period, Dr. Sharp answered queries concerning non-academic personnel at the Health Sciences Center, minority employment, tenure regulations, junior college transfers, and the Resources Review Task Force.

#### DISPOSITION OF "I" GRADES

At its May 10, 1972, meeting, the Senate tabled the following proposal of the Graduate Council and the Graduate Faculty of the University:

"Any student receiving an 'I' (except for thesis or dissertation work) must remove the 'I' within two regular resident semesters after he returns to the University of Oklahoma or the 'I' will remain unchanged. Under no circumstances is re-enrollment in the course acceptable as a means of removing the 'I' during the two regular resident semesters."

This matter has been referred to the following ad hoc Committee: Drs. James Costello (Chairman), Mitchell V. Owens, and Sherril D. Christian.

## UNIVERSITY PATENT POLICY

On April 10, 1972, the University Senate approved a proposed University Patent Policy (see pages 4 and 8-11 of the University Senate Journal for April 10, 1972). An administration-Senate conference committee is now working on an acceptable compromise document that will be brought to the attention of the Faculty Senate.

## RESTRUCTURING OF UNIVERSITY COUNCILS AND COMMITTEES

At its special session on April 24, 1972, the University Senate approved without dissent a detailed proposal for restructuring University Councils and Committees, as well as appropriate charges to these Councils. Subsequently, an administration-Senate conference committee has been considering various proposed changes in the document. Dr. William Maehl, Chairman of the Senate Committee on Committees and a member of the conference committee, distributed at this meeting of the Senate copies of the six-page proposal, with underlined changes recommended by the conference committee. Dr. Maehl stated that only these two substantive changes were made in the original document:

(a) Section A, 1. (University Councils - Purpose):

Add to the first sentence: ". . . as well as special extra-curricular areas that deserve the attention of the full representation of the University community."

Add: "f. Publications Board  
g. Athletics Council  
h. University Council on Faculty Awards and Honors"

(b) Section E (Administrative Search Committees):

Add: "Candidates for faculty positions should be nominated by the Faculty Senate's Committee on Committees with the final selections made by the officer or authority in the University with direct responsibility for supervising the position."

Dr. Maehl added that the several other changes in language were minor ones that did not change the meaning of the original proposal.

Dr. Maehl then moved that the revised document prepared by the conference committee be accepted. Without further discussion and without dissent, the Senate approved the revised proposal. (For the complete text of the document, as well as charges to the various councils, see pages 8-18 of this Journal.)

Dr. Maehl then called attention to recent student reaction concerning nonrepresentation on the University Budget Council. The Committee felt that it should limit its consideration to the membership of the faculty. Any subsequent student additions to Council membership will not change the faculty role therein.

## UNIVERSITY POLICY STATEMENT: Faculty Tenure and Academic Freedom

The proposed revision in the University policy concerning faculty tenure and academic freedom was approved by the University Senate on May 10, 1971. An administration-Senate conference committee (consisting of Drs. David Levy (History) and Paul David (Zoology), as well as Dr. Pete Kyle McCarter, University Provost) will work on an acceptable document for subsequent presentation to the Senate at an early meeting.

## ELECTIONS TO UNIVERSITY COUNCILS and the PRESIDENT'S ADVISORY COMMITTEE

Voting by written ballot, the Faculty Senate elected the following faculty representatives to the University Councils indicated below for terms as also specified below:

University Budget Council:

3-year terms, 1972-75 - Fred R. Miller (Law)  
C. Philip Colver (Chemical Engineering)  
Ronald R. Bourassa (Physics)

Academic Personnel Council:

3-year terms, 1972-75 - Forrest L. Frueh (Business Law)  
Norman L. Crockett (History)  
Bruce M. Govich (Music)

Academic Program Council:

3-year terms, 1972-75 - James J. Yoch (English)  
Gerald D. Kidd (Education)  
James Merrill (Medicine)

Administrative and Physical Resources Council:

3-year terms, 1972-75 - Arnold Henderson (Architecture)  
Sarah Crim (Home Economics)  
Charles R. Goins (Regional and City Planning)

2-year terms, 1972-74 - Robert A. Ford (Finance)  
Chipman Stuart (Education)  
Eugene Kuntz (Law)

1-year terms, 1972-73 - Jack Robinson (Economics)  
F. J. Appl (Aerospace and Mechanical Engineering)  
Victor Elconin (English)

Research Council:

3-year terms, 1972-75 - Thomas M. Murray (Civil Engineering)  
A. J. Kondonassis (Economics)  
Alfred J. Weinheimer (Chemistry)

2-year terms, 1972-74 - Pushkar K. Kaul (Pharmacy)  
Betty Pollak (Physics)  
Bill Matter (Medicine)

1-year terms, 1972-73 - Walter L. Dillard (Zoology)  
Robert M. Davis (English)  
Arrell M. Gibson (History)

Faculty Advisory Committee to the President:

2-year terms, 1972-74 - Gwenn Davis (English)  
Dorothy Truex (Education)  
Henry B. Crichlow (Petroleum Engineering)  
Malcolm Morris (Marketing)  
William Sorenson (Botany-Microbiology)  
Raymond Crews (Health Administration)

## NOMINATIONS TO THE ATHLETICS COUNCIL AND PUBLICATIONS BOARD

Voting by written ballot, the Faculty Senate nominated the following faculty representatives to the athletics Council and the Publications Board:

Athletics Council: (three to be selected)

for 3-year terms, 1972-75 - Wilson B. Prickett (Finance)  
Maurice Rasmussen (Aerospace and Mechanical Engineering)  
Bernard McDonald (Mathematics)  
Arthur Aldag (Chemical Engineering)  
Benjamin Taylor (Economics)  
David Kitts (History of Science)

Publications Board: (one to be selected)  
for 1-year term, 1972-73 - Larry B. Hill (Political Science)  
William McNichols (Law)

EXECUTIVE COMMITTEE, FACULTY SENATE (1972-73)

Geoffrey Marshall, Chairman, Faculty Senate  
William Maehl, Chairman-Elect, Faculty Senate  
Martin Jischke (Engineering)  
Chipman Stuart (Education)  
Mary Zahasky (Health Sciences Center)  
Anthony S. Lis, Secretary, Faculty Senate

FACULTY REPRESENTATIVES: University Judicial Tribunal

During the summer, 1972, the Chairman and the Chairman-Elect of the Faculty Senate appointed Dick Wells (Political Science) and William McNichols (Law) to the University Judicial Tribunal, subject to Faculty Senate confirmation. Professor Mary Zahasky moved that the above faculty appointments be confirmed. The Senate approved the motion.

REDUCED TUITION FOR FULL-TIME UNIVERSITY EMPLOYEES

Dr. Dorothy Truex recently called attention of the Chairman of the Faculty Senate to a University directive restricting full-time University employees to 3 hours of academic courses at reduced tuition. This matter has been referred to the Employees Council for comment and recommendation.

KGOU PROGRAM: "Faculty Comments"

On July 17, 1972, the Manager of the campus radio station KGOU appealed to the Senate Chairman for faculty assistance with the production of the Friday evening program, "Faculty Comments." Expressing doubt whether the Senate, as a group, could undertake such a program, Dr. Marshall urged interested faculty members to contact him immediately in this matter.

OPTIONAL FINAL EXAMINATION POLICY

Dr. William McGrew (Accounting) on May 30, 1972, addressed a two-page request to the Senate Chairman for Senate reconsideration of the recently adopted policy of optional final examinations. The Executive Committee of the Senate has referred this matter to the ad hoc Committee chaired by Dr. James Costello for study and report to the Senate.

COMMERCIAL TERM-PAPER FIRM

On July 17, 1972, Dr. David French (English) suggested to the University Provost several courses of action to be taken with regard to rumored establishment of a commercial term-paper firm in Norman. His letter was subsequently forwarded to the Chairman of the Faculty Senate for any recommendations concerning possible modification of the policy on cheating and plagiarism.

This matter, in turn, has been forwarded to the following ad hoc Committee for study and report:

David French (English), Chairman  
David Swank (Law)  
Arrell Gibson (History)

REGENTS POLICY CONCERNING OUTSIDE EMPLOYMENT

On December 9, 1971, the University Regents approved a new policy on outside employment and extra compensation. (See pages 2-4 of the University Senate Journal for January 10, 1972.) Several faculty members have raised questions concerning some of the provisions of the new policy. Dr. Chipman Stuart moved that an ad hoc Committee be appointed to study the various aspects of this question. The Senate approved the motion without dissent. The Chairman of the Senate then appointed Dr. Chipman Stuart as Chairman of the ad hoc Committee to study this matter and report to the Senate.

## PROPOSED CHANGES IN GRADE REGULATIONS

On August 10, 1972, the Assistant Provost and Registrar of the University proposed changing the grade of W and adding the grades of Q, NA, and N. (For complete text of the recommendation, see page 5 of the Agenda for the Faculty Senate meeting on September 18, 1972.) This matter has recently been referred to the ad hoc Committee chaired by Dr. James Costello for study and report to the Senate.

## UNIVERSITY ADMISSIONS POLICY

Dr. Dorothy Truex recently expressed concern to the Chairman of the faculty Senate over the potential inequity of the current policy to admit students on a first-come, first-served basis. In effect, outstanding students who, for various reasons, delay applying for admission to the University could be denied admission for lack of space. The present policy means automatic acceptance of early applicants. Dr. Marshall announced that this question has been referred to the University Committee on Academic Regulations for comment and recommendations.

## PROPOSED REVISIONS IN THE POLICY CONCERNING FACULTY AWARDS AND HONORS

On July 3, 1972, the Provost of the University forwarded to the Chairman of the Faculty Senate several changes recommended by the University Council on Faculty Awards and Honors in the regulations governing sabbatical leaves, the Regents' Award for Superior Teaching, and the David Ross Boyd Professorships. The matter has been referred to the following ad hoc Committee:

J. Clayton Feaver (Philosophy), Chairman  
 Sarah Crim (Home Economics)  
 George Fraser (Law)

## UNIVERSITY CALENDARS: 1973-74 and 1974-75

In accordance with Senate wishes expressed last spring, the Registrar of the University has requested Senate approval of the proposed 1973-74 and 1974-75 University Calendars (see page 4 of the Agenda for the September 18, 1972, meeting of the Faculty Senate.)

Dr. Martin Jischke moved approval of both calendars. During the ensuing discussion, Dr. Raymond Lutz made a substitute motion that an ad hoc Committee be appointed to study this matter in consultation with the Director of Registration and report to the Senate. The Senate approved the substitute motion without dissent. Dr. Geoffrey Marshall then appointed Dr. T. H. Milby as Chairman of the ad hoc Committee in this matter.

JOINT MEETING OF THE EXECUTIVE COMMITTEES OF THE FACULTY SENATE,  
OKLAHOMA UNIVERSITY, AND THE FACULTY COUNCIL, OKLAHOMA STATE UNIVERSITY

Dr. Geoffrey Marshall announced that the Executive Committees would hold a joint meeting in Stillwater on the evening of September 19, 1972. A report to the Senate will be made at the October 9 meeting.

## ADJOURNMENT

The Faculty Senate adjourned at 5:20 p.m. The next regular session will be held at 3:30 p.m., on Monday, October 9, 1972, in Room 218, Dale Hall.

Anthony S. Lis  
 Secretary

A PROPOSAL ON THE PURPOSES AND STRUCTURE OF  
UNIVERSITY COUNCILS AND COMMITTEES

(Approved by the Faculty Senate, University of Oklahoma, on September 18, 1972.)

The University believes that an effectively organized system of councils and committees is essential to the efficient operation of this large, complex and varied organization.

Councils and committees serve a variety of functions which contribute to the achievement of our goals as an educational institution:

1. They keep the several elements of the University informed of the conditions, policies and decisions which affect their responsibilities and welfare.
2. They are means of marshaling the wide range of knowledge and expertise on all subjects available in the University so that it can contribute to decision-making.
3. They provide a liaison between officers of the University and other portions of the University, especially the faculty. Through consultation, policy review and exploration of disagreements a sound operating relationship can be maintained among all members of the University community.
4. The councils and committees bring the appropriate groups in the University together at an early stage in the process of planning and development of policy and program, so that the maximum range of knowledgeable input is considered.

To achieve full effectiveness, University councils and committees are;

1. Representative of the groups appropriate to their particular functions;
2. Consulted regularly;
3. Afforded full and immediate access to the information relevant to their interests;
4. Able to exercise initiative and review actions, as well as respond to proposals laid before them; and
5. Provided benefit of a formal response from the appropriate academic and administrative officer to proposed recommendations or actions.

The number and size of committees should be kept as small as possible, so that committee work does not absorb an undue amount of faculty, staff and student time. All councils and committees will be given clearly stated charges in writing and will be asked to make periodic reports to their constituent bodies. The committee structure of the University will be kept flexible by periodic review and revision.

Pattern of University Councils and Committees

In keeping with the recommendations of the Faculty Senate, guidelines for the pattern of University councils and committees are presented:

## A. University Councils

1. Purpose - University Councils are to recommend to the President of the University on policy and program in areas of vital significance to the functioning of the University as an educational institution as well as special extra-curricular areas that deserve the attention of the full representation of the University community. The following Councils are thereby recommended for establishment:

- a. University Budget Council
- b. Academic Program Council
- c. Research Council
- d. Academic Personnel Council
- e. Administrative and Physical Resources Council
- f. Publications Board\*
- g. Athletics Council\*
- h. University Council on Faculty Awards and Honors\*

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\*These Councils have been created by the Board of Regents and their membership composition and charges are different from the other five Councils.

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2. Membership - Membership of the councils will be drawn from the elements of the University relevant to their areas of interest, including, as appropriate, faculty, students and non-academic personnel. Nine faculty members will serve on each council and they will constitute a majority of the membership of each council. The faculty members will be elected to three-year terms by the Faculty Senate, with one-third retiring each year and their election forwarded to the President for official appointment. The faculty council members may include members of the Faculty Senate. An officer of the University administration whose duties are relevant to the work of each council shall be an ex-officio member of that council without a vote.
3. Chairmanship - The chairman of each council shall be elected annually from among the faculty members of the council. The chairman shall be an ex-officio member of the Faculty Senate although without vote unless he is a regularly elected member of the Senate.
4. Charge to the Councils - Charges to the councils shall be recommended by the Faculty Senate. The president will give a charge in writing.
5. Operating Procedures - Each council shall adopt its own set of operating procedures and shall inform the President of the University and the Faculty Senate in writing of those procedures.
6. Report - The chairman of each council shall report at least once each semester to the President of the University and the Faculty Senate on the work of the council, and to other constituent bodies of the council, as requested. The councils may also recommend legislation to their constituent legislative bodies.
7. Change of Councils - Additional councils may be established upon recommendation from the Senate and approval by the President of the University, so long as they conform to the procedures in paragraphs 2-6. The President may suggest the establishment of specific new councils to the Senate. Similarly, councils may be abolished on recommendation from the Senate and approval of the President.

## B. Standing Committees of the University

1. Purpose - There are many areas of University activity which are of great importance to fulfillment of its educational mission, but yet are not of the primary significance as are the areas of responsibility of the councils. Standing committees of the University shall be established to provide the President and his staff with counsel and assistance from those sections of the University concerned with the committee's work. These committees will include both specific committees and those covering major broad areas.
2. Authorization - Standing Committees of the University shall be established by recommendation from the Faculty Senate and approval from the President. The President may suggest the establishment of specific committees to the Senate. Similarly, committees may be altered in their function or abolished upon recommendation of the Senate and approval of the President.
3. Membership - Membership of Standing Committees will vary with their function, but it is desirable that there be faculty participation on all Standing Committees. Exact terms of membership will be stated in the legislation establishing each committee. The Faculty Senate will nominate two faculty for each faculty position on the committee and appointment will be made by the President.
4. Operating Procedures - Each Standing Committee will establish its own operating procedures, including the method of selecting a chairman. The procedures will be written and placed on deposit with the Office of the President and the Faculty Senate. The primary duties of the committees will be to advise the President or the administrative officers he designates, but they may also initiate proposals to him and, when requested, they shall inform the Faculty Senate of their recommendations.

## C. Administrative Advisory Committees

1. Purpose - Occasion may arise when officers of the University will find it desirable to seek the advice of members of the University on subjects not covered by the Council or Standing Committee structure. In such cases they shall be authorized to establish and appoint members to special advisory committees, so long as they do not encroach on or duplicate the work of the councils and standing committees. To avoid duplication the committees should inform the President and the Faculty Senate in writing of their areas of activity and operating procedures. The number of these committees should be kept small and they should be regularly reviewed by the President and the Faculty Senate with a view to either eliminating them or incorporating them with the council or standing committee structure.
2. Membership - These committees will be composed of members determined by the establishing official. The Faculty Senate may act as a referral source for faculty nominees if requested to do so.

- D. Task Forces - A Task Force is an ad hoc committee designed to accomplish a specific written charge. The Task Force will be dissolved at the completion of the assigned task. Members of the Task Force will be selected by the appointing body or officer. The Faculty Senate may act as a referral source for faculty nominees if requested to do so.

- E. Administrative Search Committees - Few decisions are more important to the success of the University's educational role than the selection of qualified administrators who enjoy the confidence of the University as a whole. In the selection of the President, the Provost, Vice Provosts, Vice Presidents and the academic deans, search committees should be established by the officer or authority in the University with direct responsibility for supervising the position to be filled. Faculty members should be in the majority on the search committees. Candidates for faculty positions should be nominated by the Faculty Senate's Committee on Committees with the final selection made by the officer or authority in the University with direct responsibility for supervising the position.

COUNCIL: Academic Program Council

CHARGE: The Academic Program Council is charged to recommend to the President and report to the Faculty Senate on matters concerned with the instructional program and curricula of the University. Its responsibilities include the formulation of general educational policy, the evaluation of existing or proposed programs with regard to their educational value, and the planning and development of the future educational program of the University.

In carrying out these responsibilities, the Council shall include the following:

1. Formulate a statement of general University academic policy which it can use as a guideline for making its recommendations. The statement should take into account both the desirability of academic programs in themselves and the impact they have on the rest of the University program. This statement should be reviewed and updated annually.
2. Recommend coordination of University programs to avoid duplication and make most efficient use of resources.
3. Recommend on or initiate proposals for changes in University programs.
  - a. The Council should develop policy guidelines and procedures for reviewing proposals for course adoptions, deletions or changes which have already been approved at department and college level.
  - b. The Council should recommend on proposals for adoption or deletion of curricula, degrees, departments, schools and colleges.
  - c. The Council should review annually all programs in Continuing Education.
4. Develop procedures for a continuing evaluation of the total University program, and encourage and assist the various colleges, schools and departments to evaluate the effectiveness of their instructional programs.
5. Consider and recommend means of improving the teaching function of the University.
6. Take special initiative to encourage planning, innovation and development of the instructional program.
  - a. The Council shall undertake its own studies and recommendations on ways to enhance the instructional program.
  - b. The Council shall receive and consider all proposals for planning, innovation, and development.
7. Attempt to anticipate future educational needs which the University has a responsibility to fulfill, and recommend plans for meeting those needs.

## ADMINISTRATIVE LIAISON

1. The University Provost or a representative responsible for academic policy will be an ex-officio member of the Council without vote.
2. The Assistant Provost for Academic Records and University Registrar will be an ex-officio member of the Council without vote and his staff will provide support for the Council.

## OPERATING PROCEDURES

The Councils shall formulate its own operating procedures, but they will include:

1. The election of a chairman from among the faculty members of the Council.
2. Provision for liaison with the Budget Council and the Administrative and Physical Resources Council on matters of joint interest.
3. Provision for sub-committees of the Council to which non-members of the Council may be co-opted if appropriate.

MEMBERSHIP	HOW NOMINATED	TERM
9 Faculty members	To be elected by Faculty Senate	3 years (1/3 to retire each year)
4 Students	To be selected by President from nominations by UOSA	1 year
Provost	Ex-officio (non-voting)	
Assistant Provost for Academic Records and University Registrar	Ex-officio (non-voting)	

STAFF SERVICES - Assistant Provost for Academic Records and University Registrar

COUNCIL: University Budget Council

CHARGE: The University Budget Council is charged to recommend to and advise the President and other appropriate administrators on matters concerning fiscal policies and resources of the University. Its purpose is to provide on a continuing basis continuity and balance in budgetary planning and execution within the University. The Budget Council shall also report each semester to the Faculty Senate on matters concerning fiscal policies and resources of the University.

The Budget Council has immediate responsibility for advising the President on all fiscal matters associated with those programs in the Provost's area. The Council is also to advise on functions associated with vice presidents other than the Provost which affect the academic program. The budgets of all colleges shall at the planning and review stages come to the Council.

The Council must be informed of the scope and operation of the entire University Budget. While certain areas do not fall within the usual scope of its advisory and recommending responsibility, it is necessary that the budget officers involved in those areas report regularly to the Council. It is further assumed that voluntary reports to the Council will be available from the directors of the Oklahoma University Research Institute, the director of the Oklahoma University Foundation, the Vice President for University Development, the Vice President for Continuing Education and Public Service, etc. While the Athletics Council does advise the President on budget matters pertaining to athletics, the Athletics Director and/or the Chairman of the Athletics Council shall periodically report to the Budget Council. The director of other auxiliary enterprises may be asked to report to the Council.

In carrying out these responsibilities, the Council shall:

1. Formulate statements of general fiscal policy and help establish long range objectives for the University.
2. Develop budget priorities early in the planning stage for the following year's budget.
3. Recommend to and advise President on the distribution of all University funds at the Vice Presidential level as well as the distributions within the Provost areas. The Council may elect to examine appropriations or expenditures within a college. Necessarily the Council must be provided direct and immediate access to the budgets of all deans, directors, vice presidents and the provost.
4. Review regularly actual and proposed actions by the administration to ensure adherence to established policy, guidelines and recommendations.
5. Receive and review the recommendations of all other councils or committees, the implementation of which involve significant fiscal commitment; specifically, but not only, the Academic Structure and Physical Resources Council, the Athletics Council and the Senate Committee on Faculty Welfare.

## ADMINISTRATIVE AND FACULTY LIAISON

1. The University Provost shall be an ex-officio member of the Council without vote.
2. The Vice President for Administration and Finance shall be an ex-officio member of the Council without vote and his staff shall provide support for the Council.
3. All other vice presidents, deans, directors, etc., and their assistants or associates shall serve as consultants upon request.
4. The Chairman of the Council shall report regularly to the University Senate and shall serve as an ex-officio member of the Executive Committee of the Senate.

## OPERATING PROCEDURES

The Council shall formulate its own operating procedures, but they shall include:

1. The election of a chairman from among the faculty members of the Council.
2. Provision for liaison with all appropriate councils and committees, particularly those noted in 5 above.
3. Provision for sub-committees of the Council to which non-members of the Council may be appointed if appropriate.

MEMBERSHIP	HOW NOMINATED	TERM
9 Faculty members	To be elected by the Faculty Senate	3 years (1/3 to retire each year)
4 Administrative Staff Members	To be selected by the President from nominees presented by Employee Executive Council	3 years (1/3 to retire each year)
Provost	Ex-officio (non-voting)	
Vice President for Administration & Finance	Ex-officio (non-voting)	

STAFF SERVICES - Vice President for Administration & Finance

COUNCIL: Academic Personnel Council

CHARGE: This Council is responsible for hearing all disagreements over contract among faculty members, academic units, and administration - including such matters as tenure, sick leave, and retirement -- and making recommendation for action to the President. Council responsibilities with respect to tenure are specified in the Statement on Academic Freedom and Tenure in the Faculty Handbook, especially Section II.D. 4-7.

(N.B.: Disputes arising from the abrogation of tenure or dismissal before expiration of term appointment are to be heard by a Faculty Appeals Board Hearing Committee as specified in Section II.E of the Statement on Academic Freedom and Tenure.)

The Council may develop its own operating procedures with the twin goals of efficiency and the protection of academic freedom and due process. A statement describing the general criteria to be used in making judgments of disputed contracts should be developed and periodically reconsidered and revised when appropriate.

Because contract disputes arise for the most part in the second semester, this Council is also asked to consider, in liaison with the Academic Programs Council, the University's academic personnel needs and policy with respect to change and development of academic programs. This consideration would be possible during the first semester of each academic year. The Council should keep in mind the requirements of the University as a whole as distinct from a specific department or budget unit. The Council should help develop general personnel policy for coherent change and development. (The Council is not to have a role in specific appointments to the faculty.)

MEMBERSHIP	HOW NOMINATED	TERM
9 Faculty members	To be elected by the Faculty Senate	3 years (1/3 to retire each year)
Provost	Ex-officio	
STAFF SERVICES - Committee chairman		

COUNCIL: Research Council

CHARGE: The Research Council is charged with the promotion and development of research and creative activity throughout the University community.

1. The Council will serve as advisor to the President, Provost, Vice Provost for Research Administration and Dean of the Graduate College, as well as the Faculty Senate in matters regarding research.
2. The Council will review and coordinate the various organized research units.
3. The Council will work closely with OURI and the University of Oklahoma Foundation in the development of outside funding for research and creative activities.
4. The Council will take the initiative in the encouragement of research by seeking to develop seminars and workshops and other means of stimulation of creative activity, particularly that which involves cooperation between colleges and departments.
5. The Research Council shall each year present a detailed request to the Budget Council asking that the University include specific requests for research support in its budget proposal to the Regents.
6. The Research Council shall consider ways of better informing the people of Oklahoma of the research needs and accomplishments of the University through the Office of University Relations.
7. The Research Council should undertake other activities it considers appropriate to foster and promote the research and creative functions of the faculty and students of the University of Oklahoma.

MEMBERSHIP	HOW NOMINATED	TERM
9 Faculty members	To be elected by Faculty Senate	3 years (1/3 to retire each year)
2 Graduate students	To be selected by President from nominations submitted by UOSA	1 year
Vice Provost for Research Administration and Dean of the Graduate College	Ex-officio (non-voting)	
Executive Director of Oklahoma University Research Institute	Ex-officio (non-voting)	

STAFF SERVICES - Vice Provost for Research Administration and Dean of the Graduate College.

COUNCIL: Administrative and Physical Resources Council

CHARGE: The Council is charged to recommend to the President and report to the Senate on matters concerning the administrative structure of the University and the use and development of the University's physical resources. The scope of the Council's responsibility in these areas is commensurate with that of the President and shall include planning for the future as well as evaluation of existing systems, uses and performance.

In carrying out these responsibilities the Council shall:

1. Formulate general policy and reduce to writing guidelines to ensure the effectiveness of the administrative structure of the University.
2. Formulate general policy and reduce to writing guidelines to ensure the effective use of existing physical resources of the University and to provide for their orderly and reasoned expansion.
3. Review proposed actions to ensure adherence to established policy and guidelines.
4. Review performance of University offices where appropriate to the Council's responsibilities.
5. Develop procedures to implement performance of the responsibilities herein assigned.
6. Develop procedures to coordinate activities of the Council with those of other councils in areas of common responsibility.

#### ADMINISTRATIVE LIAISON

1. The Provost, the Vice President for Administration and Finance, the Executive Assistant to the President, and the Assistant Provost for Academic Records, (etc.) will participate as ex-officio members without vote.
2. When requested, other administrative officers concerned with administrative structure or physical facilities shall serve as consultants to the council. .. Such officers could include: Provost, Assistant Provost for Academic Records, Vice President for Administration and Finance, and Executive Assistant to the President.

MEMBERSHIP	HOW NOMINATED	TERM
9 Faculty members	To be elected by the Faculty Senate	3 years (1/3 to retire each year)
4 Administrative Staff members	To be selected by President from nominees submitted by Employee Executive Council	3 years (1/3 to retire each year)
2 Students	To be selected by President from 4 nominations submitted by OUSA	1 year