

JOURNAL OF THE FACULTY SENATE (Norman campus)  
The University of Oklahoma

Regular session -- March 16, 1981 -- 3:30 p.m., Physical Sciences Center 108

The Faculty Senate was called to order by Professor Greg Kunesh, Chair.

Present:

Baker	Dunn	Hayes	Lindstrom	Self
Brown, H.	Eick	Hebert	Lis	Sorey
Brown, S.	El-Ibiary	Hibdon	Menzie	Thompson
Carpenter	Flowers	Karriker	Moriarity	Vardys
Cheung	Foster, J.	Kiacz	Patten	Welch
Christy	Foster, T.	Kunesh	Rinear	West
Covich	Graves	Lanning	Rowe	Wispe
Cozad	Hardy	Lehr	Scherman	

Provost's office representative: Ray

UOSA representatives: Graham Lee

Absent:

Biro	Etheridge	Locke	Smith	Ward
Catlin	Gabert	Neely	Unguru	Whitmore
Davis	Kantowski	Pfiester	Wainner	

PSA representatives: Clinkenbeard Edwards Guyer  
Cowen Eichenfield Little

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## APPROVAL OF MINUTES

The Journals of the Faculty Senate for the regular sessions on January 19, 1981, and February 9, 1981 were approved.

## ANNOUNCEMENTS

- (1) Spring meeting, General Faculty: The spring semester meeting of the General Faculty on the Norman campus will be held at 3:30 p.m., on Thursday, April 16, 1981, in Botany-Microbiology 123.
- (2) Spring retreat, Executive Committees of the Faculty Council, OSU; The Faculty Senate, HSC; and The Faculty Senate, Norman campus: All three Executive Committees will participate in a two-day retreat in Shawnee, April 3-4, for in-depth discussion of topics of mutual interest and concern to the faculties on the three campuses.
- (3) Special Senate meeting - March 30, 1981: The Senate Chair has called a special meeting of the Faculty Senate for 3:30 p.m., Monday, March 30, 1981, in Physical Sciences Center 108.

## ACTIONS TAKEN BY PRESIDENT WILLIAM S. BANOWSKY

- (1) Resumption of the publication of the Faculty Register (Norman campus): In acknowledging Senate action of February 9, President William S. Banowsky addressed the following comment to the Senate Secretary on February 13: "As you might expect, we will need to determine both the need for the publication and its cost. We will look into these implications and be back in touch with you at a later date." (Please see page 15 of the Senate Journal for February 9, 1981.)
  - (2) Selection of Norman campus faculty members - University Copyright Committee: On February 20, President William S. Banowsky announced his selection of the following Norman campus faculty members to serve on the University Copyright Committee: Dick Van Der Helm (Chemistry), 1981-82, and Leo Whinery (Law), 1981-84. (Please see page 6 of the Senate Journal for January 19, 1981.)
- Selection of two HSC faculty members is pending. The Norman campus EEC representatives are Mark Elder (Research Administration) and Marilyn Nicely (Law Library).

- (3) Selection of faculty replacements - University Councils: On February 20, President William S. Banowsky approved the Senate election of the following faculty replacements:

Academic Personnel Council: Alan Nicewander  
Administrative/Physical Resources Council: Robert Lusch

At the same time, President Banowsky announced his selection of the following faculty replacement from the nominations submitted by the Senate: Athletics Council: Jim Artman. (Please see page 6 of the Senate Journal for January 19, 1981.)

On February 11, President Banowsky approved the Senate election of Professor Alexander Holmes to replace Professor William Weitzel (1979-82) on the Research Council. (Please see page 15 of the Senate Journal for February 9, 1981.)

## ACTIONS TAKEN BY EXECUTIVE COMMITTEE:

- (1) Message of appreciation, Provost Morris: In accordance with the desires of the Senate Executive Committee, the Senate Secretary forwarded the following self-explanatory message of appreciation to Dr. J. R. Morris, on March 12, 1981:

The Senate Executive Committee would like to express its sincerest appreciation to you for inviting and financing Faculty Senate representation at the following recent meetings that were of particular relevance to current deliberations of the Senate:

American Council on Education Workshop on Sexual Harassment Policies,  
Memphis Tennessee -- Professor Teree Foster

University of Florida Conference on Faculty Career Development, Orlando,  
Florida -- Professor David Rinear.

We are gratified to see such exemplary and noteworthy interest on the part of the University administration in enhancing the effectiveness of the Faculty Senate on this campus.

In our opinion, your commendable actions in this matter are in the finest tradition of faculty governance at this University!

(Please see pages 5 of this Journal.)

(2) Faculty nominations, Search Committee, Geosciences Dean: On March 3, the Senate Executive Committee approved for submission to President William S. Banowsky the following slate of nominations for the faculty vacancies on the Search Committee for or the Dean, College of Geosciences:

Geography: James Goodman, John Harlin, Richard Nostrand,  
and Neil Salisbury

Geology/geophysics: Charles Harper, David Stearns, Patrick Sutherland,  
and John Wickham

Meteorology: Amos Eddy, Jeff Kimpel, John Pflaum, and Yoshi Sasaki

#### INTRODUCTION OF UOSA REPRESENTATIVES

On March 4, Mr. Ray Oujesky, President, University of Oklahoma Student Association, notified the Senate Secretary that the following students had been appointed to represent the UOSA in the Faculty Senate: Todd Graham and Sang Won Lee.

Messrs. Graham and Lee were present at this meeting and were formally introduced to the Senate.

#### REPORT OF SENATE EXECUTIVE COMMITTEE: March 5 meeting with Provost Morris

Dr. Kunesh, Senate Chair, reported that the following subjects were discussed at the March 5 Senate Executive Committee meeting with Provost J. R. Morris:

Revisions in title/charges - Administrative/Physical Resources Council and  
Budget Council

University policy on administrative search committees

Limits on TIAA-CREF contributions by the University

Faculty survey, dental plan

Faculty survey, faculty compensation issues

ACE Memphis workshop on sexual harassment policies

MASUA exchange program, out-of-state tuition waivers, faculty dependents

Revisions in Academic Misconduct Code

PROVOST MORRIS' REPORT: Proposal for MASUA exchange program,  
out-of-state tuition waivers, faculty dependents

On March 13, Provost J. R. Morris addressed the following report to Professor Whitmore, Chair, Senate Committee on Faculty Welfare, on the recent discussions by MASUA Chief Academic Officers concerning the Senate proposal for waiving out-of-state tuition for faculty dependents: (Please see page 2 of the Senate Journal for February 9, 1981.)

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There was an extensive discussion among the MASUA Chief Academic Officers on March 4, concerning the proposal to waive non-resident tuition for faculty dependents from MASUA institutions. While interest was expressed in trying to achieve such a reciprocal arrangement, almost all of us saw problems. I can best characterize the situation state-by-state:

Nebraska favors such arrangements, but has been advised that to favor a defined group (faculty dependents) would probably violate the equal protection provisions of the Constitution.

Missouri is essentially ready to go and sees no problems unless the Nebraska concern over the legality is borne out.

Iowa is not interested. Iowa State's faculty senate voted against such benefits.

Kansas has been unable to get state approval to join in reciprocity agreements which currently exist between Missouri and Nebraska for graduate student waivers, and the current view is that there is little hope for a change in that attitude.

Oklahoma. The view here has been that such benefits should not be provided faculty unless they are extended to all state employees, including non-academic employees of colleges and universities.

Notwithstanding the considerable obstacles in the way of achieving a reciprocity agreement, it was decided to return to our states and explore the legal and political problems once again with the hope of making recommendations to the Chief Executive Officers of MASUA by next fall. There is some feeling that it would be easier to waive non-resident charges for all students from the MASUA states, or go to a special reduced-fee structure, than to do it for a special group.

I will discuss the matter with the State Regents staff in the near future to see what real possibilities might exist. My guess is that such a program will not be achieved soon and will probably never involve all of the MASUA states.

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REPORT ON MEMPHIS CONFERENCE: Sexual harassment policies

Professor Teree Foster, along with Associate Provost Joseph Ray and Ms. Ann Glenn of the Provost's office, attended a conference in Memphis, Tennessee, on February 9, 1981, dealing with sexual harassment policies. Thirty individuals representing 25 institutions attended the one-day meeting that included the following topics:

- (1) overview of pertinent federal and state laws
- (2) process of drafting such policies at the various institutions
- (3) adoption of appropriate procedures for enforcing such policies

Professor Foster noted that all sessions were led by individuals who either were attorneys or had some legal training.

In her opinion, the University of Oklahoma is about the furthest along among the institutions represented at that conference. Those attending were very interested in the plan approved by the Senate, and many requested copies of that document. Interest was expressed particularly in the breadth of the Senate proposal--i.e., its emphasis on "unprofessional conduct."

Professor Foster has delivered to the Senate office a file of related materials that are available for faculty review and study. (Please see page 3 of this Journal.)

REPORT ON ORLANDO CONFERENCE: Faculty career development plans

Professor David Rinear, a member of the Senate ad hoc Committee on Faculty Career Development, attended a three-day conference (February 25-27) in Orlando, Florida, on faculty evaluation and career development. He has submitted to the Committee a great deal of pertinent literature collected at that meeting.

In Professor Rinear's opinion, Oklahoma University is perhaps the only institution in the country with a positive, faculty-oriented program for career development and improvement of teaching. Almost everyone else seems to be interested primarily in getting rid of non-tenured faculty.

Professor Rinear feels that one cannot talk about faculty career development without getting involved in faculty evaluation. Evaluation is diagnostic; career development, prescriptive.

He concluded his report with a brief review of current deliberations and activities of the Senate ad hoc Committee. (Please see page 3 of this Journal.)

PROPOSAL FOR LIMITING UNIVERSITY CONTRIBUTIONS TO TIAA-CREF

Background information: The Senate Executive Committee for the past few months has been considering the appropriateness and timeliness of a Committee initiative for a joint administration and faculty study of the need, if any, for limiting University contributions to TIAA-CREF. (Please see page 13 of the Senate Journal for February 9, 1981.)

Senate action: Professor Kunesh, Senate Chair, formally presented the Senate Executive Committee's recommendation that a joint task force of six administrators and six faculty members be appointed to study the desirability of placing floor and/or ceiling limits on the University contributions to TIAA-CREF. Professor Rinear moved approval of the recommendation.

During the short discussion period that followed, Professors West and Flowers expressed their objections to the proposal. The Senate rejected the motion in a 12:18 vote.



## PROPOSED DENTAL INSURANCE PLAN

Background information: Last month, the Senate Committee on Faculty Welfare surveyed Norman campus faculty members for their preferences regarding a dental insurance plan. (Please see pages 13, 5-6, and 4 of the Senate Journals for February 9, 1981, January 19, 1981, and December 8, 1980, respectively.)

Copies of the Committee's final report (reproduced below) were distributed to Senate members in advance of this meeting.

Senate action: In the absence of the Committee Chair, Professor Teree Foster moved acceptance of the report to be forwarded to President Banowsky with the recommendation that an appropriate dental plan be instituted with faculty coverage at University expense and dependent coverage at the expense of the faculty members concerned. With two dissenting votes, the Senate approved the proposal.

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Memorandum of February 17, 1981, (with mail questionnaire) to Norman faculty:

The Faculty Welfare Committee of the Faculty Senate is considering a recommendation to the Senate that dental insurance be instituted as a fringe benefit for OU faculty and staff. Dental insurance plans differ from most medical insurance plans in that they are designed to encourage preventive care, as well as provide partial protection for remedial care. Costs of preventive care and minor restorations are almost completely covered; more expensive remedial treatments are only partially covered.

Although not well known to public employees in this region, dental plans are common fringe benefits in industry, including the major companies in Oklahoma (e.g., General Motors, Shaklee, Bell Telephone, and major oil companies). In 1978, 50 million persons in the United States had dental insurance, including 108,000 faculty members in higher education. In 1980, about 180,000 in Oklahoma had dental insurance; plans for as many more as being negotiated this year. Seven or eight of the Big Ten universities have dental plans. In the Big Eight, Nebraska has one; Oklahoma State is considering such a plan.

A typical dental plan for OU faculty and staff would pay the following benefits:

- 80% of prevailing cost of preventive and diagnostic care  
(two visits per year for cleaning, x-rays, fluoride treatments)
- 80% of fillings, extractions, root canals, gum therapy
- 50% of gold crowns, bridges, dentures
- 50% of orthodontia
- \$1000 maximum per person per year (not including orthodontia)
- \$1000 maximum per person per lifetime for orthodontia

The approximate premiums for this plan, payable each month for 12 months, would be as follows:

- for employee only - \$9
- for employee plus one dependent - \$8 additional (\$17 total)
- for employee plus two or more dependents - \$22 additional (\$31 total)

The cost of premiums for employees only would be paid by the University. Additional premiums for dependents could be paid by the University or by the employees, as is done now with our medical insurance. In any case, premiums paid by the University could well be construed as replacing a salary raise of equivalent cost. Equivalent salary raises are indicated on the questionnaire. However, please note that equivalent salary raises would be taxed as income, whereas premiums paid by the University are a fringe benefit and so are not taxed. As a result, premiums paid directly by the University will purchase more insurance than would the equivalent raise.

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To help the Faculty Welfare Committee assess faculty interest in a dental insurance plan, please rank order the following options 1 through 4, with a figure indicating the most desirable option to you:

- (a) No dental plan.
- (b) A dental plan covering employees only, paid for entirely by the University. (Cost to the University would be equivalent to a 0.5% salary increase across the board.)
- (c) A dental plan covering employees and their dependents, paid for entirely by the University. (Cost to the University would be equivalent to a 1.0% salary increase across the board.)
- (d) A plan covering employees at University expense, and dependents at employee expense (as with our current medical plan.)

To institute plan (d) above, an insurance company would require about 75% voluntary enrollment of those persons eligible. If you have dependents, please answer the following question also.

If plan (d) above were instituted, would you enroll your dependents, and pay the additional monthly premium by payroll deduction (\$8 for one dependent, \$22 for two or more)?

yes

no

On March 6, Professor Whitmore, Committee Chair, issued the following final report, with copies furnished Senate members in advance of this meeting:

A total of 810 questionnaires were mailed; 440 valid returns were received on time, a response of 55%. Of the 440 persons who responded, 251 indicated a first choice only (most desirable option). The remaining 189 rank ordered two or more of the options.

Of the 440 persons who responded, 376 or 85% prefer some kind of dental insurance plan. 240 or 54% prefer a plan which does not cover dependents at University expense. Details are given in the table below.

Option	1 most desirable	2	3	4 least desirable
(a) No dental plan	64 (15%)	10 (5%)	22 (13%)	135 (77%)
(b) Employees only	33 (7%)	55 (29%)	99 (57%)	5 (3%)
(c) Add dependents at University expense	136 (31%)	32 (17%)	29 (17%)	35 (20%)
(d) Add dependents at employee expense	207 (47%)	92 (49%)	24 (13%)	1 --
Total response	440 (100%)	189 (100%)	174 (100%)	176 (100%)

PROPOSED REVISIONS: Title/charge, Administrative/Physical Resources  
and Budget Councils

Background information: For the past two years, the Faculty Senate has been considering the desirability and the appropriateness of transferring the responsibility for overseeing the administrative structure of the University from the Administrative and Physical Resources Council to the Budget Council. (Please see pages 20-24 of the Senate Journal for the special session on June 16, 1980, for the complete report of the Senate ad hoc Committee on University Council and Committee Structure.)

The Senate Executive Committee at a recent session with Vice President Arthur Elbert discussed this matter and received his support of the proposed changes. (Please see page 12 of the Senate Journal for February 9, 1981.)

The Senate Chair reported that, in a recent meeting with the Administrative and Physical Resources Council, he had received the concurrence of that group.

The Senate Executive Committee approved for Senate consideration the following specific proposals that had been distributed to Senate members in advance of this meeting:

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COUNCIL: ~~Administrative and~~ Physical Resources and Planning Council (Norman)

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 performances.

In carrying out those responsibilities, the Council shall:

1. ~~Formulate general policy and reduce to writing guidelines to ensure the effectiveness of the administrative structure of the University.~~

Formulate a comprehensive facilities plan that reflects the academic, research, and public service responsibilities of the University of Oklahoma. Appropriate professional personnel will be responsible for the development of the comprehensive facilities plan.

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, and renovation.

COUNCIL: Budget Council (Norman)

Add to 2nd paragraph: It shall further be the responsibility of this Council to review and formulate general policy and reduce to writing guidelines to ensure the effectiveness of the administrative structure of the University.

In carrying out these responsibilities, the Council shall:

- Add: 6. Periodic review of actual and proposed changes in the administrative structure of the University, with particular attention to the Norman campus. These reviews should take into consideration the structure, functions, and number of administrative offices and personnel.



Senate action: Professor Rinear moved approval of the proposed revisions in the title and the charge of the Administrative and Physical Resources Council. The Senate approved the motion. Professor West next moved approval of the proposed change in the Budget Council's charge. The Senate approved the motion.

#### PROPOSED "TAX SHELTERING" OF OTRS CONTRIBUTIONS

Background information: For the past two years, Senate and University committees have been considering the legality and the desirability of "tax sheltering" Oklahoma Teacher Retirement System contributions.

At the February 9 Senate meeting, Professor Eick, Chair of the Senate Committee on Faculty Compensation, announced that he would invite Mr. Leonard Harper, Director of Personnel Services on the Norman campus, to address the Senate at its March 16 meeting concerning the current status of this matter. (Please see page 13 of the Senate Journal for February 9, 1981.)

Senate Action: Before introducing Mr. Harper, Professor Eick noticed that the Senate Committee on Faculty Compensation had recently approved the tax sheltering proposal. He expressed the opinion that the tax sheltering issue "is not a simple matter" and would affect individual faculty members in different ways. His Committee worked diligently to come up with a plan that "would be best for the majority of the faculty."

In his 10-minute, informal remarks, Mr. Harper reviewed his past and recent actions of the University Employment Benefits Committee in this matter. The Committee rejected the proposal last year on the basis of OTRS requirements and the University Chief Legal Counsel's opinion.

The OTRS has changed its requirements this year and is willing to permit the tax sheltering option on an individual basis. The University Chief Legal Counsel is checking for any possible IRS code violations. That Committee has recently recommended to President Banowsky that the proposal be approved. Anticipating no major hurdles at this time, Mr. Harper expects the University to offer -- by July 1, 1981 -- faculty and staff the option of "tax sheltering" the OTRS contributions by signing the individual "salary reduction agreements."

Professor West commented that individuals who are now tax sheltering to the allowable limit should not be thinking of also tax sheltering their OTRS contributions.

Professor Eick then moved that the Senate endorse the favorable recommendation of the University Employment Benefits Committee. With one dissenting vote, the Senate approved the motion.

#### PROPOSED SUMMARY REPORT FORM: Annual evaluation of faculty performance

Background information: In response to a Senate recommendation, Provost J. R. Morris last August appointed a joint Deans' Council and Faculty Senate ad hoc Committee to prepare an appropriate University-wide summary report form to be used in annual evaluations of faculty performance. (Please see pages 3 and 4 of the Senate Journal for September 15, 1980, and page 8 of the Senate Journal for January 19, 1981.)

The final report of that Committee, including a proposed summary report form, was submitted to Provost Morris on February 25, 1981. Shortly thereafter, he forwarded that report to the Senate Chair for appropriate Senate consideration. Copies were distributed to all members of the Senate in advance of this meeting.

Senate action: Professor Teree Foster, a member of both that ad hoc Committee and the Senate Executive Committee, moved approval of the recommended report form. Without further discussion, the Senate approved the motion in a 17 to 5 vote.

The full text of the Committee report (including the proposed report form and the accompanying instruction sheet) is reproduced below.

Report of the  
Faculty/Deans Committee  
on Reporting Forms

February 25, 1981

Background

Annual evaluation systems for each academic unit were required by the O.U. Regents in 1976 with criteria to be developed by the faculty of the unit. These have been approved by the dean and the Provost. In 1980, the Faculty Senate's ad hoc Committee on Evaluation Forms rendered a report to the Faculty Senate regarding a proposed standard form to record performance and its evaluation on the O.U. main campus. The report included the recommendation that a committee composed of a combination of faculty and members of the Deans' Council be appointed to further study the concerns raised by the faculty committee in its report. Such a committee was formed at the beginning of the Fall Semester 1980. The following report summarizes the views of this committee and is intended to focus additional discussion by the Faculty Senate and the Deans' Council.

Why a Reporting Form?

In order to comply with the letter and the spirit of the laws regarding equity and fairness of pay, it is necessary that merit pay increases correlate well with performance evaluations for faculty members within a given department. It is the responsibility of the Provost to ensure that units of the University are complying with that mandate. A way to assist the Provost in this endeavor is to use a reporting form such as proposed below.

These analyses are necessary for several types of problems: first, when individual faculty members have concerns about their salary increases; second, when outside agencies such as the Department of Labor audit O.U.'s salary administration or investigate complaints; and finally, when courts require such justification as a result of litigation in which the University may become involved. Of course, the forms will be used only within the confidentiality limits permitted by law.

How Will the Form be Used?

It is planned that the standard form be used to summarize the results of each department's or budget unit's evaluation of its faculty's performance. By design, the proposed format is such that summary information from each unit can be recorded on the form without changing the current systems of evaluating performance. The form will be standardized for the entire University but with adequate flexibility. If approved, it will be no more than a supplement to those evaluation systems already in place. In no way is it intended to change current systems. Appropriateness of a unit's current system (e.g., adequacy of criteria and objectivity) was not a concern of this committee. Problems inherent in a particular unit's system or its implementation must be resolved within that unit. The standard form allows the Provost to ensure that the results of the unit's system in terms of merit pay are in accordance with the system of evaluation used by each unit. Units will also have to indicate what amount and/or proportion of an individual's increase was determined to be for merit if that is not being done already.

All specific documentation to support the standard evaluation summary would be kept at the level where it is currently being kept. Thus, if inquiries required an in-depth study of the bases for the summary, specific records at a lower level would be consulted. As long as the appraisal system at that lower level is acceptable and being implemented properly, a summary from that system is also acceptable. Because use of numbers in such a reporting form is seen as unpalatable to many, quantification will not be necessary on the form itself. However, it should be recognized that, in order to arrive at correlations between merit pay increases and performance, the composite, overall performance must be measured on a relative scale for each unit. Therefore, the descriptors (low, high) of the linear scale on the form will end up as relative rankings when correlations are calculated by the Provost's Office.

The faculty member's signature on the form is merely to indicate that she/he has seen the evaluation summary as sent to the Provost's Office. It does not constitute an agreement with the rating. Faculty who specifically do not wish to see the summary form can opt not to sign it if they express this choice (not to sign the form) in a note to Committee A.\*

The form is to be used as a preliminary method to monitor the relationship between faculty performance and merit pay. The form will be used only in finding the relationship of merit pay to performance within a department or unit. There is no intention to compare across colleges or between departments because such a comparison is not necessary to accomplish the intended purpose of the form. Furthermore, the form itself is constructed to emphasize that it summarizes and reports an evaluation that (a) is

entirely relative to that particular unit, (b) is tied only to that unit and to that unit's own approved criteria (or to an individual faculty member's special assignments, if any), and (c) has no absolute value beyond that unit. Thus, relative scalings are valid only for the unit making them, and they cannot be compared among other units in any way.

The form is not intended to be used for evaluation per se. It is recognized to be only a summary of the details included in the unit's complete evaluation which remains the basis for actions and decisions.

As such, the form will provide a consistent, historical record of evaluations made over the years as a basis for justifying the merit salary increases given and provide a basis for comparing the performance of faculty members within a unit. This comparison does not have to result in a ranking which places each faculty member on a separate level, although it could if a unit wished. There can be ties between and among individuals. For example, if a unit ranks its faculty in only two groups, only two levels of merit salary increases would be justified. Comments can be made directly on the summary sheet to emphasize or focus on reasons for exceptionally high or low positions on the linear scale.

In summary, the form is intended to assist the Provost in ensuring that a fair and equitable performance/reward relationship exists for all faculty within departments at O.U.

Prof. Sidney Brown  
Dean James Burwell  
Prof. Alan Covich  
Prof. Russell Driver

Dean Nat Eek  
Prof. Dee Fink  
Prof. Teree Foster  
Dean Kenneth Hoving

Assoc. Provost Joseph Ray  
Vice Provost Jerry Weber  
Prof. Tom Love

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\*Professor Sidney Brown has reservations about requiring the opportunity for a faculty member to see the summary of his or her evaluation. He is concerned because (1) "absence of confidentiality means that the reports will be less reliable than otherwise," (2) "in some instances, the summons to sign the report which may be less than flattering will create one more opportunity for friction between chair and faculty member," and (3) "chairs of large departments will have to contend with yet another bureaucratic problem in individual conferences to solicit signatures."

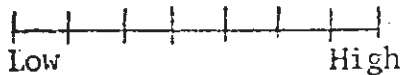
Evaluating Unit: \_\_\_\_\_

Reporting Period: \_\_\_\_\_

Name: \_\_\_\_\_

Rank: \_\_\_\_\_ Unit FTE: \_\_\_\_\_

I. TEACHING:



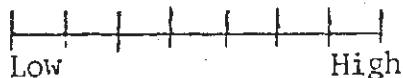
% Emphasis\* \_\_\_\_\_

For this unit

Comment: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

II. RESEARCH &/OR  
CREATIVE ACHIEVEMENT:



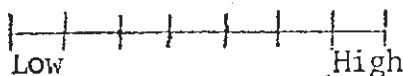
% Emphasis\* \_\_\_\_\_

For this unit

Comment: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

III. PROFESSIONAL SERVICE:



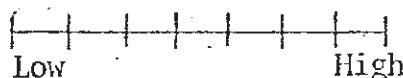
% Emphasis\* \_\_\_\_\_

For this unit

Comment: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

IV. UNIVERSITY SERVICE:



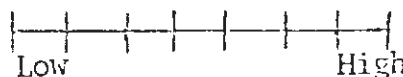
% Emphasis\* \_\_\_\_\_

For this unit

Comment: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

V. SPECIAL ASSIGNMENTS,  
OTHER:



% Emphasis\* \_\_\_\_\_

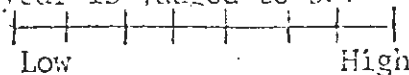
For this unit

Comment: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Each college may use these separately or combine them as appropriate for the college.

COMPOSITE - The overall contribution of this faculty member during the past year is judged to be:



For this unit

Comment: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

I have seen this summary:

Committee A: \_\_\_\_\_

(Faculty Member) \_\_\_\_\_ (Date) \_\_\_\_\_

\*Based on unit criteria unless individual has a different assignment. If different

(Name) \_\_\_\_\_ (Date) \_\_\_\_\_



Instructions: Summary Report of Annual Faculty Evaluation

1. This form is a summary report of performance evaluations made by the evaluating unit in accord with its own approved criteria and procedures. It is not the evaluation itself. It simply summarizes and reports the evaluation once it has been made.
2. Committee A should complete a separate reporting form for each faculty member in each unit after the evaluations have been completed.
3. Comment is encouraged when there are exceptional situations, either high or low, or when special clarification is needed.
4. The evaluation and weightings summarized and reported on this form should conform to the criteria developed by the evaluating unit and approved by the Dean and the Provost in accord with Regents' policy. When an individual faculty member has a different assignment or is to be judged by special criteria, please note that by checking the box at the bottom of the form.
5. The faculty member's signature is merely to indicate that the faculty member has seen the evaluation summary. It does not constitute an agreement with the rating. Faculty who do not wish to see the summary form may so indicate in a note to Committee A, and Committee A should so indicate on the form.
6. The completed form will be forwarded to the Provost through the Dean for use in monitoring and documenting faculty salary administration within individual departments. Since the forms request information on a relative basis only for the particular unit, the summary is valid only for comparisons within the unit. The evaluation itself and supporting materials will be filed in the department or Dean's office in accord with college practice.

## PROPOSED DISCONTINUANCE OF TWO PROGRAMS AT HEALTH SCIENCES CENTER

Background information: During the midsemester break the preceding week, the Senate Chair was informed for the first time that, at their meeting on March 18, the University Board of Regents would consider a proposal to discontinue the clinical dietetics and the cardio-respiratory science programs at the Health Sciences Center.

The HSC Faculty Senate and the College of Health Faculty Board requested the Norman Senate to support them in their objections to the Regents' proposed suspension of the HSC Program Discontinuance Policy.

Senate action: Professor Kunes, Senate Chair, formally presented the following resolution prepared by the Senate officers:

"Without any prior notice, the Faculty Senate (Norman campus) was notified at its meeting on March 16, 1981, that the University Board of Regents will consider on March 18 a proposal to suspend the Program Discontinuance Policy at the Health Sciences Center to permit the discontinuance of two departments at that Center.

"The Faculty Senate (Norman campus) is of the opinion that such precedent-setting action by the Regents merits further study, particularly in view of the fact that the formal policy in question had been approved a few years ago after serious deliberations by the Faculty Senates on both campuses.

"The Faculty Senate (Norman campus) therefore, urges the University Board of Regents to table any final action on the proposal pending appropriate review of this matter by the Norman campus Senate."

(Secretary's note: The Norman campus Program Discontinuance Policy was approved by the Regents on November 10, 1977; the HSC Policy, on December 14, 1978.)

Without discussion and without dissent, the Senate approved the resolution.



RESOLUTION OF APPRECIATION: Neustadt family gift, Doris W. Neustadt Wing, Bizzell Memorial Library

Professor Sidney Brown called attention to the fact that the Neustadt family of Ardmore, Oklahoma, had recently made a total gift of \$2 million toward the construction of the Doris W. Neustadt Wing of the Bizzell Memorial Library.

He moved that the Faculty Senate approve the following resolution of appreciation:

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WHEREAS a major aspect of the current campaign to enhance academic excellence at the University of Oklahoma is the commendable goal of improving and enlarging the facilities, holdings, and services of the University libraries,

WHEREAS the faculty on the Norman campus of the University of Oklahoma believes that an outstanding library system is vital to the improvement of the academic quality of this institution,

WHEREAS the Neustadt family of Ardmore, Oklahoma, continues to evidence in many ways its exemplary concern for the quality of higher education in Oklahoma,

BE IT THEREFORE RESOLVED THAT the Faculty Senate on the Norman campus of the University of Oklahoma express its sincerest appreciation to the Neustadt family for the total gift of two million dollars toward the construction of the Doris W. Neustadt Wing of the Bizzell Memorial Library on the Norman campus.

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The Senate approved the resolution unanimously.

ADJOURNMENT

The Senate adjourned at 4:50 p.m. The Faculty Senate will meet in special session at 3:30 p.m., on Monday, March 30, 1981, in Physical Sciences Center 108.

Respectfully submitted,



Anthony S. Lis  
Professor of  
Business Administration  
Secretary, Faculty Senate