

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

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

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

Present:

| | | | | |
|-----------|------------|----------|-----------|----------|
| Brown, H. | Eick | Hayes | Lis | Self |
| Brown, S. | El-Ibiary | Hebert | Menzie | Thompson |
| Carpenter | Etheridge | Hibdon | Moriarity | Unguru |
| Catlin | Flowers | Karriker | Murphy | Vardys |
| Christy | Foster, T. | Kiacz | Neely | Ward |
| Cozad | Gabert | Kunesh | Pfiester | Welch |
| Davis | Graves | Lanning | Rinear | West |
| Dunn | Hardy | Lehr | Rowe | Whitmore |
| | | | | Wispe |

Provost's office representative: Ray

PSA representatives: Cowen Edwards Guyer

Absent:

| | | | | |
|--------|------------|--------|----------|---------|
| Baker | Covich | Locke | Scherman | Sorey |
| Biro | Foster, J. | Patten | Smith | Wainner |
| Cheung | Lindstrom | | | |

UOSA representatives: Graham Lee

PSA representatives: Clinkenbeard Eichenfield Little

(Secretary's note: In accordance with precedent, absences from special meetings of the Senate are not counted in the attendance records of Senators. However, Senate members have the privilege of utilizing their attendance at the special meeting on March 30 to offset an absence from a regular meeting during the 1980-81 academic year.)

TABLE OF CONTENTS

| | |
|---|----|
| Announcements: | |
| Spring meeting, General Faculty | 2 |
| Spring retreat, Executive Committees, OSU, HSC, and Norman campus | 2 |
| ✓ Acknowledgements: Senate resolution, Neustadt family | 2 |
| ✓ Action taken by President Banowsky: Suspension of HSC Program Discontinuance Policy | 2 |
| ✓ Remarks: | |
| ✓ Senate Chair - Suspension of HSC Program Discontinuance Policy | 2 |
| ✓ Progress Report: | |
| ✓ Senate Committee on Faculty Compensation | 3 |
| Proposed Revisions: | |
| ✓ Policy on Administrative Search Committees | 4 |
| ✓ Faculty Appeals Board | 6 |
| ✓ Academic Misconduct Code | 12 |

(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 an in-depth discussion of topics of mutual interest and concern to the faculties on the campuses.

ACKNOWLEDGMENTS: Senate resolution of appreciation, Neustadt family

(1) On March 24, 1981, Mr. Walter Neustadt, Jr., addressed the following self-explanatory message to the Senate Secretary: (Please see page 14 of the Senate Journal for March 16, 1981.)

"I cannot begin to tell you how pleased all of us were by the action taken by the Faculty Senate on March 16 with their Resolution of Appreciation for our support of the University Library. It is something that the four of Mother's children were pleased to do as a living memorial to her and, of course, are so pleased that she is alive and well to share in our recognition of her.

"Please extend my thanks to the Senate. I will always remember the support I received from the Faculty Senate during my tenure as a Regent of the University."

(2) On March 25, President William S. Banowsky also acknowledged receipt of that resolution, with the comment, "I heartily concur."

(Please see page 14 of the Senate Journal for March 16, 1981.)

ACTION TAKEN BY PRESIDENT BANOWSKY: Suspension of HSC Program Discontinuance Policy

On March 19, President Banowsky acknowledged receipt, without further comment, of the Senate action of March 16 regarding the Regents' suspension of the Program Discontinuance Policy at the Health Sciences Center. (Please see page 13 of the Senate Journal for March 16, 1981, and item immediately following.)

REMARKS BY SENATE CHAIR: Suspension of HSC Program Discontinuance Policy

Dr. Greg Kunesch, Senate Chair, reported that he and Dr. Anthony S. Lis, Senate Secretary, had attended the University Regents' meeting on March 18, 1981, at which time the Regents had voted to suspend the Program Discontinuance Policy at the Health Sciences Center in order to discontinue two HSC programs. (Please see item immediately preceding.)

Professor Kunesch further noted that the minutes of the Board meeting include the following pertinent comment that had also been reported by the press:

"President Banowsky said that this was a singular action which was felt necessary in order to meet the appropriate legal obligations and timetables and that the program discontinuance policy will be reinstated immediately. He said that it will not be the practice of this Board or the administration to deal arbitrarily or unilaterally in these questions; therefore, we should not regard this as a precedent-setting matter. President Banowsky said that he would hope and anticipate that this would be a rare and extraordinary necessity and that the University community should not assume that this will become business as usual."

Professor Eick, Committee Chair, presented a preliminary report on the recent Norman campus survey of faculty views concerning salary issues. The mood of the faculty apparently has not changed very much during the past year. Totals and percentages are "surprisingly similar" to those of the 1980 study. This year, about 70 percent of the faculty feel that some of the new money should be allocated for salary increases across the board rather than exclusively either for merit or across the board. The "favorite preference" still is 50 percent merit and 50 percent across the board.

The statistics concerning the proposal for tax sheltering the OTRS contribution indicate that the faculty is overwhelmingly in favor of the proposal (357 to 54). The results of this particular vote have been shared with the University Employment Benefits Committee.

The new suggestion that a percentage of the proposed pay increase be given up for additional library resources and research activities received a mixed reaction from the faculty. Whereas the faculty appeared willing (177 to 157) to forego one percent for the direct allocation to their respective departments, the two percent proposition was turned down in a 164:180 tally. The proposals to do so for both one percent and two percent, at the University level, were rejected in 180:189 and 112:220 tallies, respectively.

Professor Eick stated that the final report of the Committee would be submitted to the Senate later.

At this point, Professor Hardy reported that a constituent had requested her to take exception at this Senate meeting to the faculty willingness to limit its consideration to the 12 percent figure. Even the entire 12 percent given on an across-the-board basis would not keep up with inflation. In that faculty member's view, by its willingness to settle for a six-and-six split, "We are admitting to the State Legislature that we are willing to be paid off." Professor Hardy felt that a stronger case could and should be made by asking for the 12 percent for everyone and additional funding for merit increases. Professors Flowers, Neely, and Davis expressed support of various aspects of the proposal. Professor Vardys called the 12 percent figure "out of the ordinary for Oklahoma." He noted that Michigan is a current example of a state in financial difficulties and that Texas is planning faculty raises of only 3-6 percent this year. He added that, even if the Legislature were to increase the appropriation to \$90+ million, faculty salaries would not be affected.

Professor Kunesh, Senate Chair, felt that asking for a higher percentage at this late date "would be folly indeed." In his view, any such proposal should have been considered last August or September. In his opinion, the Senate officers and the Senate Executive Committee would need to get started on such a proposal very early -- in view of the fact, for example, that the Budget Council has already begun to consider 1981-82 budget requests. In closing, he reiterated his view that any attempt to propose an increase at this time would be "most inappropriate."

No formal action was taken by the Senate in this matter.

PROPOSED REVISION: University policy on administrative search committees

Background information: For more than a year, the Faculty Senate has been considering proposals for revising the University policy on administrative search committees.

In response to this Senate interest and initiative, Provost J. R. Morris on January 28, 1981, appointed the following ad hoc Committee (representing the administration, the faculty, and the professional staff) to study the current University policy and to recommend any appropriate changes therein:

Ms. Kristin Alexander (Office of VP, Admin. Affairs)
 Dr. Maggie Hayes (Home Economics)
 Dr. Alex J. Kondonassis (Economics)
 Associate Provost Joseph Ray
 Dr. Gary Thompson (Geography), Chair
 Dean Richard Wisniewski (College of Education)

(Please see page 2 of the Senate Journal for February 9, 1981.)

The final report of that Committee was distributed to Senate members in advance of this special meeting of the Senate.

Senate action: Dr. Thompson, Committee Chair, formally presented the Committee report and moved its approval by the Senate.

Professor Thompson called attention to the following sentence in the section dealing with Norman campus deans: "Faculty members from the college shall be selected from nominations by the general faculty of the college." He added that Provost Morris had assured the Committee that the Faculty Senate will be kept informed of faculty nominations before final selection is made.

In Professor Thompson's opinion, the Senate may later want to consider requesting each college to formulate its own policy for selection of faculty nominees to ensure that various interests of the college concerned are represented on the search committee.

During the ensuing discussion, Professor Flowers moved that the Committee report be amended by the addition of the following sentence to the first paragraph (3. Administrative search committees):

"The Faculty Senate shall be informed of all faculty nominations before the committee is finally constituted."

The amendment was approved by the Senate without dissent. Subsequently, the Committee report, as amended, was also approved by the Senate without dissent and is reproduced below in full.

University Policy on Administrative Search Committees

page 5, University of Oklahoma document; Structure, Descriptions, Charters, and Purposes of University and Campus Councils, Committees, and Boards; President's Office - June 28, 1978.

3. Administrative search committees. Administrative search committees are formed to assist in the search for Provosts, Vice Presidents, Vice Provosts, and academic deans. They are also encouraged for the President. The composition and the formation of these committees will differ according to the needs of the position being filled. The Faculty Senate shall be informed of all faculty nominations before the committee is finally constituted.

President. The selection of the President is the responsibility of the University of Oklahoma Board of Regents, and any process leading to that selection is the prerogative of the particular Board in office at the time the selection process is to be initiated. However, in view of the many constituencies served by the President, it is assumed that the process will give strong representation to the faculty and will include representatives from students, staff, and alumni, as well as any other interested parties the Regents consider desirable.

Provost (Norman campus). The search committee for the Norman campus Provost shall be composed of faculty, students, and staff, as well as any others the President considers appropriate. The number of each shall be determined by the President except that faculty members shall constitute the majority of the committee. Faculty members shall be selected from nominations by the Faculty Senate, student members from nominations by the University of Oklahoma Student Association, and staff members from nominations by the Employee Executive Council. In all cases, twice as many nominees shall be submitted as there are positions, with final selection made by the President.

Vice Presidents. In determining the composition of search committees for vice presidents, the President shall take into account the constituencies served by the particular vice president. In any event, such search committees should include representatives of faculty, students, and staff, as well as any others the President may consider appropriate. The President shall select the faculty members from nominations by the University of Oklahoma Student Association (and/or HSC student organization), and staff from nominations by the Employee Liaison Council. In all cases, twice as many nominees shall be submitted as there are positions, with final selection made by the President.

Vice Provosts (Norman campus). Search committees for academic vice provosts (such as the Vice Provosts for Instructional Services, Research Administration, and Continuing Education and Public Service) shall be established in the same manner as those for deans. Search committees for other vice provosts shall be established in the same manner as those for vice presidents.

Deans (Norman campus). Search committees for deans shall be composed of faculty, students, and staff, as well as any others the President considers appropriate. The number of each shall be determined by the President except that faculty members shall constitute the majority of the committee, with most of them being from the college involved. Faculty members from the college shall be selected from nominations by the Faculty Senate, student members from nominations by the University of Oklahoma Student Association, and staff members from nominations by the Employee Executive Council. In all cases, twice as many nominations shall be submitted as there are positions, with final selection made by the President.

TAC de facto

In all of the above procedures, University Affirmative Action policies shall be adhered to, and those who nominate committee members should be sensitive to the desirability of representation of women and minorities.

PROPOSED REVISION: Faculty Appeals Board Section, Faculty Handbook

Background information: In connection with the forthcoming revision of the Faculty Handbook, the Senate Executive Committee early in February appointed the following Senate ad hoc Committee to prepare a formal proposal for revising the Faculty Appeals Board Section of the Handbook: Professors John Catlin (Classics), Teree Foster (Law), and Shane Moriarity (Accounting), Chair.

The final report of that Committee was distributed to Senate members on March 23. The covering memorandum included the following pertinent comments:

For the most part, the proposed changes are simply changes in the wording to permit a faculty member, as well as the President, to initiate action. However, the following two changes are substantive in nature:

- (1) 3.8.7. (e): Copies of correspondence about a case between a complainant and the respondent are to be sent to the Chair of the Hearing Committee so that the Chair will be kept informed.
 - (2) 3.9.2: The time period for a faculty member to file a complaint to the Faculty Appeals Board is extended from 30 to 60 days. Former chairs of the Board have expressed their concern to the ad hoc Committee that the current 30-day limit forces a faculty member into an immediate confrontation mode before having a reasonable opportunity to ascertain whether the administration and the faculty member might be able to work out the disagreement amicably. The proposed 60-day period would provide more time for the faculty member and the administration to work out the problem, while placing a definite limit on the filing period so that the case does not drag on interminably.
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Senate action: Expressing belief that the proposed revision contains nothing controversial, Professor Moriarity, Committee Chair, moved acceptance of his Committee's report.

During the ensuing discussion, Professor El-Ibiary moved two separate motions to amend the proposal as follows:

- (1) To add the following statement: "Each unit in the administrative channels must respond within 15 days."
- (2) To reduce from 60 to 30 days the period during which the faculty member must initiate the complaint.

Both amendments were defeated. Subsequently, the Senate approved, without dissent the motion to accept the changes recommended by the ad hoc Committee and reproduced below in full.

Proposed Revision to the Faculty Handbook
 "Faculty Appeals Board"

3.8.6 FORMAL PROCEDURE*

(a) The Chair of the Faculty Appeals Board, upon notification of impending proceedings, ~~by the President~~ shall select seven members of the Board to constitute the Hearing Committee for these proceedings. These shall be selected from the entire membership of the Board, unless another hearing is in progress, in which case the selection may be made from the members not involved in that hearing. The selection of the Hearing Committee shall be by lot, and it shall be made in the presence of the Chair of the Senate or a designated representative. ~~and a representative of the University Administration.~~ The Complainant and the respondent in the hearing shall also be invited to be present or to send a representative.

(b) Any member of the Faculty Appeals Board selected to serve on a Hearing Committee who is a member of the same academic unit or related by consanguinity or affinity to the respondent or ~~to an Administrative Officer/WHO/IS/A~~ the complainant shall be disqualified from serving on the Committee.

(c) The complainant and the respondent in the case may each, by written request to the Chair of the Faculty Appeals Board, ask that a member or members of the Hearing Committee be disqualified on grounds of bias or personal interest in the case.

(d) A member of the Hearing Committee may disqualify himself or herself on personal initiative or in response to such challenge for cause as is provided for in the immediately preceding paragraph. If, however, a challenge for cause is disputed, the whole Faculty Appeals Board (including the members selected for the Hearing Committee, except for those challenged) shall decide by majority vote whether cause has been shown.

~~Senate~~ (e) The complainant and the respondent, additionally, shall each have ~~to have~~ a maximum of two peremptory challenges of members selected for the ~~Committee~~ Hearing Committee.

~~Senate~~ (f) Members of a Hearing Committee who have been disqualified, and any members who, by reason of illness or absence from the campus, are unable to serve, shall be replaced immediately by the Chair of the Faculty Appeals Board, and the replacement shall be determined by lot in the manner prescribed for the original selection.

(g) The Hearing Committee shall elect its own chair and set the date of its initial hearing, which shall be not less than twenty nor more than thirty days after the delivery to the respondent of the materials discussed in Section 3.8.7, Handling of Charges.

*See footnote, p. 36.

added: (h) At least twenty days before the hearing, the Chair of the Hearing Committee will present to the complainant and respondent a list of the members of the Faculty Appeals Board and the Hearing Committee selected for the particular case.

3.8.7 HANDLING OF CHARGES

All matters brought to the Faculty Appeals Board shall be handled according to the following procedures, which are designed to ensure fairness and academic due process:

(a) At least twenty days before the hearings, the President's/Office complainant shall present to the faculty/member respondent and the Chair of the Hearing Committee a written statement embodying:

(1) Relevant legislation of the Faculty Senate and policies of the President's Office and the Board of Regents.

(2) The charges or complaint in the case in full particularity.

(3) A summary of the evidence upon which the charges or complaint are based and a first list of witnesses to be called.

~~(A) / / A / list of the members of the Faculty Appeals Board and of the Hearing Committee selected for the particular case.~~

(b) The faculty member, whether complainant or respondent, may select from among his or her colleagues a person to act as adviser, or he or she may select counsel for advice on legal matters. At his or her discretion, the faculty member may be assisted by both an adviser and a legal counselor.

(1) ~~The/faculty/member~~ Both the complainant and respondent shall inform the ~~President's/Office~~ Chair of the Hearing Committee in writing of the identity of any adviser and/or counsel.

(2) The following procedure assumes that ~~the~~ a faculty member will use his or her own judgment in acting upon any advice or deciding when to be represented by counsel.

(c) Faculty members who serve on the Faculty Appeals Board may call on the Office of the Chief Legal Counsel for procedural advice concerning the case in question, but the University's Legal Counsel, depending on the involvement of that office in the proceedings, must determine the most appropriate manner of providing the requested legal advice.

(d) The ~~faculty/member~~ respondent shall review the statement tendered by the ~~Administration~~ complainant and present a written reply.

(1) The reply shall include any modifications the ~~faculty/member~~ respondent may wish to suggest regarding either the charges or the procedures.

(2) The reply shall also indicate the evidence to be used in refutation of the charges and shall include a first list of witnesses to be called.

(e) At this point, the President's/Office complainant and the faculty/member respondent shall, as completely as possible, arrive at agreement on procedures and the formulation of charges. Communications shall be in writing with copies retained sent to the Chair of the Hearing Committee. Oral discussion shall be followed by an exchange of memoranda indicating the understanding which each party has of the conversation.

(f) If the faculty/member respondent is a faculty member and waives a hearing but denies the charges or asserts that the charges do not support a finding of adequate cause, the Hearing Committee will evaluate all available evidence and rest its recommendation upon the evidence in the record.

3.8.8 HEARING REGULATIONS

The following regulations shall apply to the hearing for/a/faculty/member before the Hearing Committee.

(a) The/faculty/member Both complainant and respondent shall have the right to be present and be accompanied by a personal adviser or counsel, or by both, throughout the hearing. The Faculty Appeals Board shall also have the right to have its counsel present throughout the hearing.

(b) The hearing shall be closed unless the faculty member who is a principal in the case requests it be open. If the hearing is closed, such information and facts as are made public shall be released only by the Hearing Committee, or by permission of the Hearing Committee.

(c) The Committee shall proceed by considering the statement of grounds for grievances already formulated and the faculty/member's response written before the time of the hearing. If any facts are in dispute, the testimony of witnesses and other evidence concerning the matter shall be received.

(d) Both parties to the contention shall have the right to present, examine, and cross-examine witnesses.

(e) The President's Office shall make available to the faculty/member principals in the case such authority as it possesses to require the presence of witnesses, and it shall bear any reasonable cost attendant upon the appearance of witnesses at the hearing.

(f) The principle of confrontation shall apply throughout the hearing.

(g) A full transcript shall be taken at the hearing; it shall be made available in identical form and at the same time to the Hearing Committee, the President's Office, and the faculty/member principals in the case.

(h) The full text of the findings and the conclusions of the Hearing Committee shall be made available in identical form and at the same time to the President's Office and the faculty/member principals in the case. The full cost shall be borne by the University.

(i) The Committee may proceed to decision without having the record of the hearings transcribed; or it may await the availability of a transcript of the hearings if it feels its decision would be aided thereby.

(j) The President may attend the hearing and may designate a representative to assist in developing the case.

3.8.9 DISPOSITION OF CHARGES

Added:
This FIRST
par. was
the LAST
par. in
3.9.2:

The Committee shall communicate its decision in writing to the parties involved and to the President. If the Committee finds that academic freedom or academic due process has ~~in fact~~ been violated, any professional or personnel decision affected by the violation must be initiated anew. The Committee may also recommend necessary remedies appropriate to the case.

The President shall transmit to the Board of Regents the full record of the hearing and the conclusions and recommendations of the Hearing Committee, together with presidential recommendations. If the Board of Regents is disinclined to sustain the decisions of the Hearing Committee, it may return the proceedings to the latter, specifying its objections. In this event, the Hearing Committee shall reconsider, taking account of the stated objections, receiving new evidence and testimony if necessary, and reporting its final conclusions to the President for transmittal to the Board of Regents as before. The work of the Hearing Committee is finished when the President communicates the final decision of the Regents to the ~~responsibilities~~ principals in the case and to the chairs of the faculty groups involved.

In the event the Board of Regents chooses to review the case itself, its review shall be based on the record of the formal hearings, plus additional information which they wish to consider, accompanied by the opportunity for written argument by the principals in the case or their representatives. Oral arguments will be presented only upon request by the Regents.

The full transcript of the hearings shall finally be deposited in the office of the Executive Secretary of the Board of Regents. Any copies or excerpts made from it after the completion of the Committee's work shall be done at the expense of the party in the case so desiring.

3.9 APPEALS AND GRIEVANCES

There is no change in Sections 3.9 and 3.9.1.

3.9.2 ALLEGED VIOLATION OF ACADEMIC FREEDOM OR ACADEMIC DUE PROCESS OR OTHER GRIEVANCES

All faculty, whether tenured or not, are entitled to academic freedom as set forth in Section 3.2.1 and academic due process.

Any faculty member, academic unit, administrative unit, or other duly constituted body within the University community who believes that either academic freedom or academic due process has been violated or alleges other grievances should first seek prompt redress through regular administrative channels. If this fails to produce a satisfactory result, the faculty member, unit, or body may submit a written complaint to the Chair of the Faculty Appeals Board ~~no later than 30 calendar days after becoming aware of the violation.~~ The complaint to the Faculty Appeals Board must be made within sixty calendar days of the date on which the faculty member becomes aware of the alleged violation or incident giving rise to a grievance. The Chair of the Faculty Appeals Board shall ~~supervise the drawing of 7 names from the Board~~ form an ad hoc Hearing Committee to hear the case in the manner prescribed in Sections ~~3.8.6, 3.8.7, 3.8.8, and~~ 3.8.5 through 3.8.9. ~~but with suitable adjustments to the fact that individuals rather than the institution bring grievances of this kind.~~ The complainant is responsible for stating the grounds upon which the allegations are based and the complainant shall bear the burden of proof. (Regents, 12-14-78)

(Note: The original, final paragraph of this section has been moved to the beginning of this section, 3.8.9.)

PROPOSED REVISION: Academic Misconduct Code

Background information: Several months ago, Provost J. R. Morris appointed the following ad hoc Committee to revise the Academic Misconduct Code for the Norman campus (excluding Law): (Please see page 4 of the Senate Journal for January 19, 1981.)

Mr. Tom Blakely
 Professor James F. Kimpel
 Mr. Terry Newkumet
 Mr. Kurt Ockerhauser
 Associate Provost Joseph C. Ray, Chair
 Vice Provost Jerome C. Weber

On March 2, 1981, the proposed revision was submitted by the Committee Chair to Provost Morris with the following comments:

 As you know, for over three months, we have been working on a revision of the Academic Misconduct Code for the Norman campus, excluding Law. We have tried very hard to simplify the procedures and meet difficulties that have arisen under the current Code while still complying with the requirements of the Oklahoma Administrative Procedures Act. The proposed revision completely restructures the Code and simplifies it considerably.

While there are a number of changes, four major ones should be emphasized.

1. The format of the policy is changed so that all the steps in the process can be seen at one glance on one page and on a one-page flow chart. Details are contained in appendices for the appropriate steps. This should make it much easier for anyone having only occasional need to deal with the Code to understand it.
2. The number of possible hearings are reduced from three to only one, which will be held before the college Academic Misconduct Board. There are no departmental-level hearings or University-wide hearings.
3. A faculty or staff member who discovers academic misconduct only has to do one thing -- notify the appropriate dean -- and appear at the single hearing if the student requests a hearing. All notifications to the student and descriptions of the student's rights and responsibilities will be handled centrally. There are no certified letters for the faculty member to draft and mail. On the other hand, the student has the benefit of consistent and complete advice given centrally and needs to appear at only one hearing if one is requested.
4. A greater range of possible disciplinary sanctions is provided, together with examples of what actions may, but do not necessarily have to, result in those sanctions. By providing more latitude for settling a case, this wider variety may reduce the number of hearings requested. In addition, the examples should assist in securing more consistency in the application of sanctions.

We believe that the revision will make it much easier for a faculty member and thus encourage addressing academic misconduct cases. It should also reduce the burden on students and ensure consistent advice to accused students concerning their rights and make easier notifying students regarding the charges. Through the various changes, we hope that honesty can be encouraged to the benefit of both students and the University.

Copies of the above memorandum and the accompanying revised Code were distributed to Senate members on March 19, 1981.

Senate action: Associate Provost Ray briefly reviewed the background of the decision by the Provost's Office to revise the Code. Many individuals and officers throughout the campus have found the current Code "an extremely difficult one to work with." Faculty and students have reported that the document "was unworkable at some stages and cumbersome at others." The task of simplification has been undertaken by the Provost's office with the basic purpose of encouraging academic honesty.

Professor Flowers then raised a question that she had received from a faculty colleague concerning faculty action regarding cheating on final examinations. In response, Associate Provost Ray stated that the instructor may either (a) give an incomplete grade or (b) give a grade subject to change later. The student should be put on notice that the course grade is not final.

At this point, Professor Kunesh, Senate Chair, presented the Senate Executive Committee's recommendation and accordingly moved Senate approval of the proposed revision.

Mr. Blakely reported that Provost J. R. Morris had been advised of the recent unanimous approval of the proposal by the Student Congress.

During the ensuing discussion, Professor Flowers made two separate motions to amend the proposed revision as follows:

- (1) Add the following underscored phrase at the top of both the one-page list of procedures and the one-page flow chart:

"For amplification of each step, including time limits where appropriate, see appendices."

- (2) Add the following underscored word in the second sentence of the first paragraph of Appendix 8 (8.1 When Facts Support Allegations against the Student):

"After a finding of guilt, it is the duty of the AMB to recommend appropriate disciplinary sanctions."

Both amendments were approved without dissent. Subsequently, the proposed Code, as amended, was also approved by the Senate without dissent.

(Secretary's note: Please see pages 14 and 15 of this Journal for the one-page list of procedures and the one-page flow chart. Copies of the ten-page compilation of the twelve appendices are available in the Senate office (OMU 242, 5-6789) to interested faculty members.)

ADJOURNMENT

The Senate adjourned at 4:48 p.m. The Faculty Senate will meet in regular session at 3:30 p.m., on Monday, April 13, 1981, in Physical Sciences Center 108.

Respectfully submitted,

Anthony S. Lis

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

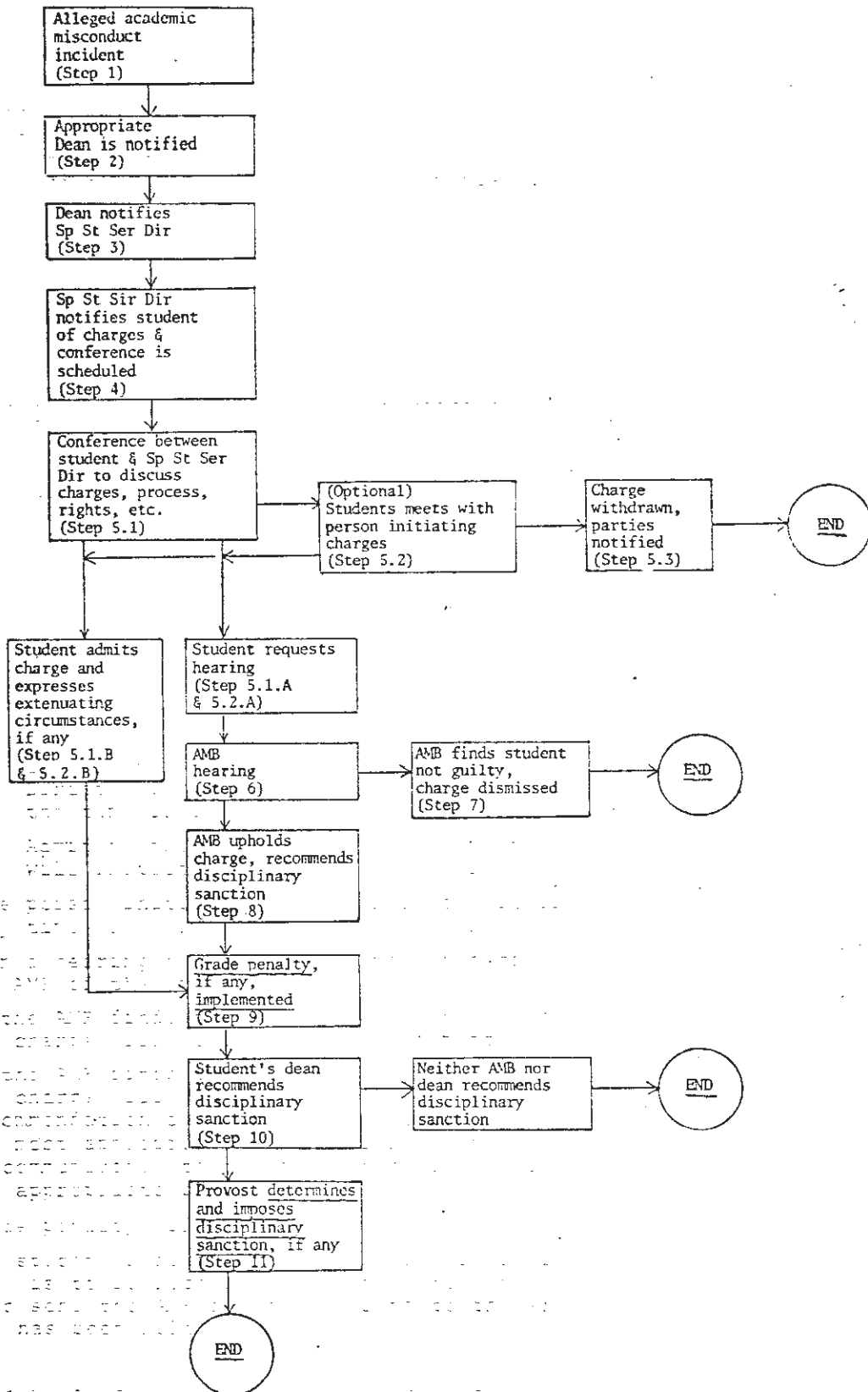
ACADEMIC MISCONDUCT PROCEDURES

Norman Campus, Excluding Law

(For amplification of each step, including time limits where appropriate, see appendices.)Step

1. Incident of alleged academic misconduct is discovered.
2. The faculty or staff member discovering the incident (or to whom the incident is reported by a student or other person) notifies the appropriate dean of the incident and, if applicable, of the grade penalty to be imposed if the allegation proves correct.
3. The dean notifies the Director of Special Student Services of the charge of academic misconduct.
4. The Director of Special Student Services notifies the student of the charges and a conference is scheduled.
- 5.1 After discussing the charges, academic misconduct process, possible sanctions, and the student's rights and responsibilities with the Director of Special Student Services, the student may:
 - A) Deny the charges and request a formal hearing before the appropriate Academic Misconduct Board (AMB). PROCEED TO STEP 6.
 - B) Admit to the charges and express extenuating circumstances, if any. The Director informs the student's dean, the budget dean, and the instructor, where applicable. PROCEED TO STEP 9.
- 5.2 (Optional) If, after conferring with the Director, the student wishes to meet with the person who initiated the charge and that person agrees, the Director of Special Student Services will arrange the meeting. Following that meeting, the student may, if the student has not done so already:
 - A) Contest the charges and make a written request to the Director for a hearing as described in 5.1.A within the time limits for such a request;
 - B) Admit to the charges and so inform the Director, who will initiate the action in 5.1.B.
- 5.3 The person initiating the charge may withdraw the charge at any time, in which case the matter is ENDED.
6. When a hearing has been requested, the case shall be heard by the AMB of the appropriate college.
7. If the AMB finds that the facts do not support the allegation, the charge will be dismissed. The matter is then ENDED.
8. If the AMB finds that the facts do support the allegation, the charge will be upheld. The AMB also shall make a separate recommendation as to what disciplinary sanctions it feels are most appropriate. This finding and recommendation will be communicated to the student's dean, who shall in turn notify the appropriate parties.
9. Grade penalty, if any, is implemented.
10. The student's dean determines what disciplinary sanction, if any, is to be recommended to the Provost. The dean shall also send the AMB recommendations to the Provost when a hearing has been held.
11. The Provost determines what disciplinary sanction, if any, will be implemented and implements that sanction. The matter is then ENDED.
12. Appeals as to procedural irregularities shall be made to the Provost's office.

STEPS IN A CASE OF ACADEMIC MISCONDUCT
 Norman Campus Excluding Law
 (For amplification of each step, including time limits where appropriate, see appendices.)



12. Appeals as to procedural irregularities shall be made to the Provost's Office.