

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

Regular session -- November 14, 1983 -- 3:30 p.m., Conoco Auditorium,
Doris W. Neustadt Wing, Bizzell Memorial Library

The Faculty Senate was called to order by Dr. Robert A. Ford, Chair.

Present:

Beesley	DuMont	Hawley	Levy	Sandefur
Benham	Ford	Hengst	Lis	Schmitz
Black	Gollahalli	Howard	Love	Seaberg
Bredeson	Goodman	Karriker	Magrath	Smith
Canter	Grant	Kleine	Murphy	Sonleitner
Catlin	Green	Knapp	Nicewander	Stevens
Christian	Gross	Kutner	Nuttall	Tharp
Conner	Harrington	Larson	Pflaum	Uno
Cozad	Hauser	Lehr	Reynolds	Whitmore
Davis				

PSA representative:	Boehme	UOSA representative:	Stanhope
Liaison, Women's Caucus:	Cleaver		
GSA representatives:	Baldwin	Larson	

Guest: Dr. Milford Messer, University Registrar

Absent: Atherton Hayes Mills Whitely

Provost's office representative:	Ray	Liaison, AAUP:	Turkington
PSA representatives:	Corcos	Guyer	Powers
	Cowen	Morrison	
UOSA representatives:	Albert	Rodriguez	
Liaison, ABP:	Butler		

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ANNOUNCEMENTS

- (a) SPECIAL MEETING -- General Faculty, November 16: President William S. Banowsky will present a budget update at a special meeting of the Norman campus General Faculty at 4:00 p.m., on Wednesday, November 16, in Adams Hall 150.
- (b) Distribution of 1983-84 rosters, faculty membership, Senate and University groups: The Senate office has recently distributed to all regular faculty members on the Norman campus individual copies of the 1983-84 roster booklet of the faculty membership on the various Faculty Senate and University groups. Faculty members who did NOT receive their copies should contact the Senate office (OMU 406 - 5-6789).
- (c) Fall Meeting - OCFO - November 17: The Oklahoma Conference of Faculty Organizations (representing faculty-governance groups at private and state colleges and universities throughout Oklahoma) will hold its fall meeting on Thursday, November 17, at Central State University, Edmond. Featured speakers include President William S. Banowsky and Mr. Jenkin Lloyd Jones, Editor of Tulsa Tribune and syndicated columnist. Interested faculty members are urged to contact the Senate Secretary, OMU 406 (5-6789).

ACTIONS TAKEN BY PRESIDENT WILLIAM S. BANOWSKY

- (a) Faculty-at-large representative, Search Committee, Education Dean: President Banowsky on September 29, 1983, selected Professor Paul Ruggiers (English) as the faculty-at-large representative on the Search Committee for the Dean, College of Education. (Please see the Senate Journal Page 2 for October 3, 1983.)
- (b) Faculty replacements -- University groups: On October 18, President William S. Banowsky approved the Senate election of Professor Henry Eisenhart (HPER) to complete Professor Sam Chapman's term (1983-86) on the Campus Planning Council.

At the same time, President Banowsky selected the following individuals to serve on the University groups listed below:

Campus Disciplinary Council I: Prof. James Faulconer (Music) } '83-'84
Campus Disciplinary Council II: Prof. Gary Copeland (Pol Sci) } terms

(Please see the Senate Journal Page 3 for October 3, 1983.)

ACTIONS TAKEN BY THE SENATE EXECUTIVE COMMITTEE

- (a) Faculty representative, EEC Committee, scholarships for faculty/staff children. At the request of the EEC, the Senate Executive Committee recently selected Professor Donald Maletz (Political Science) as the faculty representative on the EEC ad hoc committee (chaired by Mr. Ron Burton, Director, OU Foundation) studying a proposal to establish a scholarship endowment fund for faculty/staff children.
- (b) "Housekeeping change" - phased retirement/tenure status: Provost J. R. Morris has indicated to the Senate Chair that, with the approval of the phased retirement policy, paragraph 3.7.2 (d) of the Faculty Handbook needs rewording. To remove the suggestion

that tenured status is forfeited when a faculty member enters phased retirement, Provost Morris felt that the following "housekeeping change" should be made in the University tenure regulations: (Deletions are indicated by "/"; additions are underscored)

"(d) It is understood that a faculty member who has been granted tenure by the University of Oklahoma and thereafter changes from a full-time appointment to a volunteer or part-time faculty appointment forfeits tenure status unless the change is temporary or results from the faculty member's being in phased retirement."

On November 7, 1983, the Senate Executive Committee approved, on behalf of the Senate, the above self-explanatory "housekeeping change" in tenure regulations.

SPRING (1983) SEMESTER REPORTS: University Councils and Publications Board

The following spring (1983) semester reports have been received from the Chairs of the University Councils and the Student Publications Board.

Report of the Academic Council for spring semester, 1983, submitted by Professor Joakim Laguros, Chair, on January 4, 1984:

Dr. Jay C. Smith resigned as member and Chair of the Council. Dr. J. G. Laguros (CEES) was elected to serve as Chair for the remainder of the year.

RECOMMENDED APPROVAL OF THE PROPOSALS FOR:

- (1) Master of Landscape Architecture degree program with reservations.
- (2) Joint Bachelor of Accountancy and Master of Accountancy degree program.
- (3) Undergraduate curriculum changes in Journalism and Mass Communication with reservations.
- (4) Minors and revised areas of concentration in the College of Arts and Sciences.
- (5) M.A. degree program in Journalism and Mass Communication.
- (6) Chemical Education emphasis for a Ph.D. program in Chemistry.
- (7) M.S. and M.Ed. in HPER degree programs with emphasis in Sports Administration and Facilities Management.
- (8) Changes in the M.S. degree program and the M.S. degree program (Early Childhood emphasis, Individual Development, Family Development) in the School of Human Development.
- (9) University courses 0301 and 0311, requested by the Physics Department for the Summer and Fall 1983. It was indicated that this was the last time these courses were approved, that this issue had at length been discussed in Dec. 1981 by the Council, and that the College of Engineering and the Physics Department have combined efforts in studying this problem.

(10) Master of Business Administration/Master of Arts (MBA/MA) dual degree program in Business and Languages (French, German, Spanish).

Dr. Laguros continued as a nonvoting member of the Faculty Senate OCCE Review Committee (The report of this committee, chaired by Dr. D. Heuttner, is included in the Journal of Faculty Senate, April 1983).

The Council approved 159 course additions, 198 course changes, and 45 course deletions.

Two student members, Anita Bryant and Joy Summers, were named to the Council.

Dr. Gene Levy (Math) was elected Chair for 1983-84.

The third Monday of each month at 3:30 p.m. was chosen as meeting time; the deadline for submission of proposals for the monthly meeting has been set as the first Monday of each month at 5:00 p.m. Exceptions to this will be considered when urgency is fully shown.

The Council is grateful to Ms. Connie Boehme, Editor of the Academic Bulletins, who attended all the meetings and provided extremely helpful inputs for the issues considered and Dr. Milford Messer, Registrar, for his wise counsel.

The Academic Council membership included the following faculty members:

Thomas Carey (Music)	James Horrell (Finance)
George Cozad (Bot/Micro)	Gene Levy (Math)
Kevin Crowley (Geol/Geophys)	Ben Taylor (Econ)
Gwenn Davis (English)	Joakim Laguros (CEES), <u>Chair</u>

Report of the Athletics Council for spring semester, 1983, submitted by Professor Jack Kasulis, Chair, on October 14, 1983:

The Athletics Council is comprised of nine faculty members (7 voting, 2 alternates), three students (2 voting, 1 alternate), three alumni (2 voting, 1 alternate), and two EEC members (1 voting, 1 alternate). The three ex officio members are Dan Gibbens (O.U. Faculty Representative to the NCAA and Big 8), Wade Walker (Athletic Director) and Robert E. Smith (Assistant Athletic Director). The meetings are open to the public and have included at least one representative from the press at each meeting. The Council operates with a subcommittee structure: Academic Performance (Ted Roberts, Chair), Awards (Laura Folsom, Chair), Budget (Jim Estes, Chair), Personnel (Sharon Sanderson, Chair), Schedules (Jim Artman, Chair), and Spirit Squads (Rick Melton, Chair). Almost all of the Council's activities are first considered at the subcommittee level before presentation to the full Council.

Spring semester activities included:

ACADEMIC PERFORMANCE: The academic performance subcommittee was created during the spring semester primarily to study the new NCAA eligibility requirements and recommend a position. The committee worked through the spring and summer interviewing key academic personnel, soliciting comments on the NCAA requirement from other universities, and studying relevant statistics on academic performance. The committee will report its recommendations during the Fall 1983 semester.

AWARDS: (1) Athletic awards were determined according to regular Council policy and procedures.

The recommendations were approved by the President.

BUDGET: (1) There was a continuous monitoring of the revenue and expense picture for the Athletic Department. The department stayed within the budget for the year.

(2) A review of the faculty/staff ticket distribution policy when both a husband and wife are employed by the University was conducted. The Council voted to maintain the current policy which restricts the maximum number of reduced priced tickets per faculty/staff family to two. This decision was based largely on economic considerations.

(3) With one exception, it was decided that ticket prices to all 1983-84 athletic events will remain the same as they were in 1982-83. The exception concerned the student ticket price to the Texas football game. It will be raised so that it is consistent with the policy of treating faculty/staff Texas tickets like an away game.

(4) A parking fee, proposed by the Office of Administrative Affairs, for all Lloyd Noble athletic events was rejected.

The Recommendations were approved by the President.

(5) The Council forwarded a balanced 1983-84 budget which included standstill salaries and ticket prices, a proposed reserve fund to balance good and bad revenue years, consideration of moving one or more sports to club status, and other revenue and expenditure considerations.

Most of the recommendations were approved by the President, and others were either approved in principle or a decision was deferred for further study.

PERSONNEL: There were no head coach openings this Spring.

SCHEDULES: (1) Various athletic contest schedules were considered. All Schedules approved contained more than ten days of conflicts with a student's class schedule.

The Schedule recommendations were approved by the President.

(2) In accordance with the Council's request to be informed about student athlete performance, various coaches reported the GPA's of their student athletes for the previous semester.

SPIRIT SQUADS: The Council received reports about the overall operation of the Spirit Squads according to regular Council policy and procedures.

OTHER: (1) The Council was periodically briefed by the Athletic Director and Faculty Representative on the University's law suit with the NCAA over television rights and other administrative matters.

(2) The Council selected Sharon Sanderson as Chair and Ted Roberts as Vice Chair for the 1983-84 academic year.

The Athletic Council membership included the following faculty members:

Jim Artman (Mod Languages)	Jim Hibdon (Economics)
Jack Catlin (Classics)	Jack Kasulis (Marketing), <u>Chair</u>
Jim Estes (Botany)	Ted Roberts (Law)
Laura Folsom (Education)	Mike Rohrer (Dentistry, HSC)
	Sharon Sanderson (Allied Health, HSC)

Report of the Budget Council (Norman campus) for spring semester, 1983, submitted by Professor James F. Kimpel, Chair, on August 26, 1983.

The Norman Budget Council met nine times at regularly scheduled meetings during the spring (1983) semester. The major topic of concern was budget planning for FY 83-84 and FY 84-85. The harsh realities of the State's bleak financial outlook demanded extraordinary time commitments from each Council member. In addition to meetings, faculty Budget Council members worked in subcommittees, drafted portions of action documents, and kept abreast of the rapidly changing State budget situation. It is estimated that the average faculty Budget Council member invested more than 50 hours of effort over the course of the semester.

The semester began with meetings with Dr. J. R. Morris, Provost, and Dr. Arthur J. Elbert, Vice President for Administrative Affairs, on how mandated 4% current budget reductions were achieved in their respective areas of responsibility. Subsequent meetings with the same two individuals focused on planning for the FY 83-84 and FY 84-85 budgets. In mid-March, the Council sought advice from the Faculty Senate, the Employee Executive Council, and the University of Oklahoma Student Association in establishing budget priorities. Advice was also solicited from the University community at large and a number of useful suggestions were so obtained.

In April, the Budget Council met in subcommittees and in regular sessions to prepare formal recommendations for submission to President William S. Banowsky. Copies of these recommendations and a statement of the goals and underlying principles adopted by the Council are attached to this report. The responses of the President and OU Regent Dan Little are also included. This document constitutes the major achievement of the Budget Council during the spring 1983 semester.

The willingness of Provost Morris and Vice President Elbert to meet with the Budget Council on a regular basis and often on short notice, contributed immeasurably to the Council's knowledge, morale, and sense of purpose. The leadership of the Faculty Senate, the Employee Executive Council, and the OU Student Association often participated in the Council's discussions and helped shape our final list of recommendations. The inclusion of faculty, staff, and students in the University's budget planning is to be both commended and encouraged.

Respectfully submitted,

Homer Brown (Accounting)
 Wayland Cummings (Communication)
 Raymond Daniels (CEMS)
 David Gross (English)
 Beverly Joyce (University Libraries)
 James Kimpel (Meteorology), Chair
 Stan Neely (Chemistry)
 Jack Parker (Education)
 Gail de Stwolinski (Music)

REPORT TO THE PRESIDENT
THE UNIVERSITY OF OKLAHOMA BUDGET COUNCIL (NORMAN CAMPUS)
April 27, 1983

The recommendations that follow constitute the Norman Budget Council's report to the President concerning planning for the 1983-84, the 1984-85, and future budget years. The report is divided into three sections dealing with recommendations for immediate implementation in 1983-84 (short term), recommendations for the immediate initiation of studies to determine possible cost savings in 1983-84 and beyond, and recommendations for implementation in future years (long term). Recommendations within each category are ranked in approximate order according to relative priority. Although we have refrained from transmitting the often lengthy discussions that accompanied each recommendation or suggesting ways in which each recommendation might be administered, we would gladly provide this kind of information if desired.

Before recommendations of any kind could be discussed, the Budget Council needed to adopt a series of underlying principles or goals. These principles or goals are as follows:

1. The goal of membership in the American Association of Universities (AAU) is viable and should be vigorously pursued even in times of budget stringencies.
2. The University should widely publicize the impact of budget stringencies to the State Legislature, the State and University Regents, and the general public in an active attempt to emphasize the long-term ramifications of reduced support for higher education.
3. The present budget stringency represents an opportunity to refocus the University's resources on instruction, research, creative activity, and essential services necessary to improve our national stature relative to other universities. Careful planning now could lead to real gains following economic recovery.
4. In times of budget stringency, units may be funded differentially.
5. Since the final decision on reductions in funding for higher education is still pending in the State Legislature, it is currently impossible to target budget cuts against specific recommendations. Instead, the approximate rank order of short-term recommendations provides reasonable guidelines for planning under a variety of circumstances.

The recommendations that follow are presented with the above principles/goals in mind. We request that the University administration allocate the scarce resources in a manner which demonstrates the strength and purpose of a potentially great university.

I. Short-Term Recommendations to Effect Cost Savings in 1983-84

1. The administration of the University publicize the current budget crisis and seek external, one-time contributions to meet a portion or all of the shortfall.
2. The administration seek permission to utilize capital funds from Section 13, State New College, for equipment purchases and other appropriate expenses to alleviate pressure on M & O budgets.
3. Each budget unit be instructed to accommodate, where possible, voluntary requests for leaves without pay and reductions in base appointments. Employees so volunteering should be allowed to contribute toward preserving their original fringe benefit package and return to their original status at their discretion.
4. The hiring freeze continue as is, i.e., exceptions are to be approved at the Provost/Vice Presidential-level for only emergency situations.
5. The present travel policy continue, i.e., all travel requests are to be closely scrutinized for effectiveness and value to the University at the Provost/Vice Presidential-level.
6. All faculty, students, and staff cooperate with the Physical Plant, the University Energy Conservation Committee, and the Classroom Scheduling Committee in conserving energy.
7. Overtime, except for potentially emergency situations, be eliminated.
8. Communication costs be carefully monitored at the budget unit level for possible savings.
9. Scrutinize recent growth patterns at all administrative levels and reduce administrative size and costs where possible.
10. All contractual services for construction or renovation in excess of \$500 be considered for competitive bid at the discretion of the budget units paying for such services.
11. Service charges to auxiliary enterprises be examined and increased, where justified.
12. The Dental Insurance portion of employee fringe benefits be eliminated.

13. Sabbatical leaves, except for those that result in no additional costs, be suspended.
14. Computer costs except for irrevocable commitments be reduced.
15. Library expenses be reduced as in other academic areas.
16. If the implementation of the above is not sufficient to meet budget stringencies, institute a furlough program as a way to reduce salaries and wages of continuing employees while minimizing the effect on fringe benefits. Summer pay, student pay, short-term employees, supplemental payments, and terminal vacations are to be excluded from the program. It is further recommended that the furlough program be designed to reduce expenditure no more than 50% of the total reduction required for 1983-84. The other 50% must come from areas other than the furlough program. In designing the furlough program, we recognize some inequities will exist. However, care should be taken to ensure equity between 9-month and 12-month employees.
17. Additional cuts be made in fringe benefit packages: the medical program, life insurance, and AD & D coverages all be considered for savings.

II. Recommendations for the Initiation of Studies to Identify and Implement Possible Cost Savings

1. The University policy on Financial Emergency be reviewed for possible immediate implementation.
2. The University policy on Program Discontinuance be reviewed for possible immediate implementation.
3. Examine the feasibility of phasing out services which may best be carried out by vendors and suppliers.
4. Defer all but the most essential buildings and grounds M & O projects and shift where possible these costs to capital improvement projects.
5. Examine alternatives to the University maintaining its own motor pool.
6. Examine alternative long-distance and local telephone systems.
7. Review tuition waivers program for possible reductions.
8. Investigate avenues to generate revenue by passing on part or all of the cost of services to the user.

III. Long-Term Recommendations to Effect Cost Savings in Future Years

1. All budget units apply zero-based budgeting in the formulation of annual M & O budgets.
2. Remedial programs be reduced or eliminated if and when the University adopts higher admission standards.
3. Phased/early retirement incentive plans be developed and implemented at the earliest possible date.

Letter from President William S. Banowsky to Chair, Budget Council, (Dr. Jeff Kimpel), May 2, 1983:

"Please express to the Norman Budget Council my profound appreciation for their extraordinary service during this academic year. The list of recommendations for dealing with the 1983-84 budget challenge is indicative of the quality advice with which the council has furnished me throughout the year. I can assure you that this list of recommendations will be a crucial part of all deliberations as the 1983-84 budget is finalized.

"In addition, I want to personally express to you my gratitude for the remarkable leadership that you have displayed during this academic year. I can't imagine a more important time for someone with your abilities and commitment to emerge as the Chair of the Budget Council. All of us in the administration are deeply grateful for your service."

Letter from Regent Dan Little to Chair, Budget Council, May 5, 1983:

"I have just reviewed the report to the President by the University of Oklahoma Budget Council, dated April 27, 1983, together with your letter of April 28, 1983, addressed to Dr. Banowsky. The Budget Council should be commended for a difficult job well done."

Report of the Campus Planning Council (Norman campus) for spring semester, 1983, submitted by Professor James Goodman, Chair on August 25, 1983.

The Council conducted six regular meetings (1-27, 2-3, 3-3, 4-7, 5-5, and 6-9), nine Special Study sessions (2-1, 2-8, 2-10, 2-15, 4-5, 4-13, 4-19, 5-6, and 7-14), and the Chair of the Council conferred with various administrative officials on eleven occasions (1-19, 1-20, 2-1, 2-2, 2-8, 2-10, 2-15, 5-9, 5-20, 5-23, 7-19). A tour of the campus was conducted on April 7. In addition, subcommittees of the Council conducted meetings to receive and review information and formulate recommendations.

Major issues addressed by the Council were:

1. A proposed modification and expansion to the existing utilities system;

2. The parking and transportation study commissioned by the University in 1981;
3. Current parking problems faced by faculty and staff;
4. Land use planning in areas external to the main campus;
5. Master planning for the University;
6. The Parrington Oval improvement project;
7. A review of the final planning stages of prior approved capital improvement projects; and
8. The proposed annex to Copeland Hall.

Council recommendations presented to the President were:

1. A strong recommendation that the University vigorously pursue implementation of plans calling for the modification and expansion of the current utilities system (based on the C.H. Guernsey and Company report, "Study of the Operation and Future Expansion of Electric Power and Cooling Systems") - May 6, 1983.
2. A set of five recommendations pertaining to Faculty/Staff parking regulations (these had earlier been presented to the Senate and affirmed) - May 19, 1983.)
3. A recommendation that better management strategies be developed for areas peripheral to the main campus (i.e., North Campus and "South East" Campus) - May 19, 1983.
4. A recommendation that Master Planning be continued - as initiated from a 1981 recommendation by the CPC - and encouraged despite budget problems faced by the University - May 19, 1983.
5. A recommendation that the Parrington Oval plans, approved and recommended in October 1982, be modified to reflect major reductions in available capital improvement funds. The recommendation specified portions of the plans to be completed and the elimination (at this time) of major elements of the 1982 plan - February 8, 1983.
6. A recommendation that the final construction documents of Phase 1A, 1B, 1C, and 1D of the Music Building be approved - May 6, 1983.
7. A recommendation to approve the final plans to the Energy Center building Phases II, III and IIIA - April 8, 1983.
8. A recommendation that planning on the Copeland Hall annex be suspended until a complete assessment of the needs of the School of Journalism-Mass Communication can be completed and further that an investigation be made of the space and site requirements in view of the proposed creation of a College of Journalism-Mass Communication.

Respectfully submitted,

Wayland Rowser (Architecture)
 Charles Goins (Reg/City Planning)
 James Goodman (Geography), Chair
 Jeanne Howard (Univ. Libs)
 James Kudrna (Architecture)

John Lancaster (Bot/Micro)
 Roland Lehr (Chemistry)
 James Wainner (Music)
 Leonard West (CEES)

Report of the Research Council, Norman campus, for spring semester, 1983, submitted by Professor Patrick Sutherland, Chair, on September 30, 1983.

In its monthly meetings during Fiscal Year 1983 (July, 1982-June, 1983) the Research Council evaluated 115 proposals requesting \$253,185. These grant requests were for amounts up to \$5,000. The Council recommended funding 68 awards totalling \$103,206. Thus, 59% of the grants were funded but the success rate (in dollars) was 40% and the average amount of each grant was \$1,517.74. In fiscal year 1982, the Council recommended the funding of 68 grants totalling \$119,514. As in past years, during the 1983 fiscal year an additional \$10,000 was spent by the Graduate Dean's office on faculty reprints and \$12,000 on discretionary funds for Graduate Students.

In the Spring of 1983, the Council evaluated 59 applications for OU Associates Research/Creative Activity Awards that totalled \$1,111,991. Requests ranged from \$5,000 to \$50,000. Evaluations were made by five subcommittees that included faculty members from many different disciplines across the campus. The recommendations from these subcommittees were evaluated by the Council and an integrated recommendation was made to fund 15 proposals totalling \$197,165. Thus, 25% of the grants were funded but the success rate (in dollars) was 18% and the average amount of each grant was \$13,144.33. Even so, the Council was very appreciative of the fact that almost \$200,000 had been made available for major research grants during what must be described as a very difficult budget year. Compared to FY82, the drop in OU Associate Research/Creative Activity Awards was comparatively slight. For FY82, 15 awards were made for a total of \$245,966.

In the Fall of 1982, the Council recommended the awarding of 14 Junior Faculty Summer Research Fellowships (for Summer, 1983) at \$3,500 each. The \$49,000 awarded was provided by the OURI Trust Fund Allocation. A total of 59 applications were received.

A National Institute of Health Biomedical Research Support Grant for \$40,597 again provided support for faculty research grants in biomedical, behavioral, and other health-related areas. The Council recommended the awarding of 12 grants of varying amounts.

Early in January, 1983, the Council reviewed nominations for George Lynn Cross Research Professorships and sent their recommendations to the Provost. Subsequently, the Council recommended to the Provost that two changes be made in the canons of selection for the George Lynn Cross Research Professorship. This proposal was approved by the Norman campus Senate on May 2, (Please see page 9 of the Senate Journal for May 2, 1983). The administration is awaiting HSC Faculty Senate reaction to the proposal revisions. (Please see page 3 of the Senate Journal for September 12, 1983.)

During FY 1983, the Research Council functioned for the first time with 12 (instead of 9) elected faculty members, with two each from 6 different areas of academic interest. I am pleased to report that this expanded Council has functioned smoothly and efficiently.

At the May, 1983, Meeting of the Council, Dr. Charles Bert was elected Chair for 1983-84. I am certain that he will provide effective leadership for the Council.

The Council wishes to thank Vice Provost for Research Administration Kenneth Hoving for his wise counsel, encouragement, and regular attendance at Council meetings. Thanks also go to Associate Graduate Dean Eddie Smith, Deputy Director ORA Mark Elder, and Secretary of the Council Stepheni Griffin for their unfailing support.

Respectfully submitted,

Charles Bert (AMNE)
 Jon Bredeson (EECS)
 James Hibdon (Econ)
 Victor Hutcheson (Zool)
 Jack Kanak (Psyc)
 Andy Magid (Math)

Roger Mellgren (Psychology)
 T. H. Milby (Univ. Libraries)
 John Skvarla (Bot/Micro)
 Christine Smith (Music)
 Patrick Sutherland (Geo/Geophy), Chair
 Henry Tobias (History)

Report of the Board of Student Publications (Norman campus) for Spring Semester, 1983, submitted by Professor Ed Carter, Chair, on August 22, 1983.

OU Student Publications ended fiscal year 1982-83 in June with a net operating margin of \$45,373.40 in all of its accounts. This compares with a profit of \$46,879.28 for the 1981-82 fiscal year.

Advertising sales for the Oklahoma Daily were up about 16 percent. The Daily's advertising revenue showed a 15 percent increase compared with last fiscal year. The Daily showed a profit of \$26,029.48 for the fiscal year.

Book sales for the Socner Yearbook were down about 500 copies for a total of approximately 2,500 copies. The yearbook showed a loss this past fiscal year of \$1,312.74.

The Journalism Press showed an operating margin of \$20,349.79, compared with a profit of \$35,788.22 for the previous year.

The Publications Board showed a loss of \$193.13 for the past fiscal year.

The Printing of the 1983-84 Socner Yearbook will be done on campus at the University Printing Services. It will be the first time the yearbook has been printed on campus.

Respectfully submitted,

Ed Carter (Journalism), Chair
 Chipman Stuart (Education)

MESSAGE OF CONDOLENCE: Family of late Professor Rex Inman

The Senate Chair informed the Senate of the November 12 death of Professor Rex Inman, whose funeral was held earlier this afternoon (November 14).

Professor John Pflaum moved that the Senate formally express its sincere sympathy to the family of the late Professor Inman. The Senate approved by acclamation the motion that also instructed the Senate Secretary to prepare and forward to the family an appropriate message of condolence on behalf of the Faculty Senate.

REPORT OF SENATE EXECUTIVE COMMITTEE

Meeting with Provost J. R. Morris - November 7:
~~Provost Morris reported on a recent session that he had attended at~~
 the State Regents' office of the Presidents of all state institutions
 of higher education.

The group is continuing its discussion of raising requirements for baccalaureate degrees before considering the OSU/OU proposal for raising admission standards. On the basis of the participants' attitudes, Provost is not anticipating a great deal of action regarding admission requirements.

Professor Ford added that the issue of general education requirements is "on hold," pending some resolution of the admissions issue.

Fall (1983) meeting - OSU/OU Executive Committees: The fall (1983) joint meeting of the Executive Committees of the Faculty Council, Oklahoma State University, and the Faculty Senate, Oklahoma University, was held on Thursday evening, October 27, at the University Club on campus.

The Honorable Cletha Deatherage, member of the Oklahoma House of Representatives, was able to join the group for the social hour preceding the dinner. She apprised the faculty group of the attitudes and interests of state legislators regarding the problems of higher education in Oklahoma, particularly at the two comprehensive universities.

The evening discussion centered, understandably, on the budgetary crisis at both universities. However, other items of mutual concern were also aired.

Faculty participants included the following:

Oklahoma State University, Stillwater

Marvin Keener (Mathematics), Council Chairman
 Kent Olson (Economics), Council Vice Chairman
 Robert T. Radford (Philosophy), Council Secretary
 Jack Allison (Electrical/Computing Engineering)
 Bill Drew (Entomology)
 Bruce Southard (English)
 Jim Stritzke (Agronomy)
 Tom Warren (English)

Oklahoma University, Norman

Robert Ford (Finance), Senate Chair
 Tom Love (AMNE), Senate Chair-Elect
 Anthony S. Lis (Business Admin.), Senate Secretary
 Brad Black (Architecture)
 Jon Bredeson (Electrical Engineering/Computer Science)
 George Cozad (Botany/Microbiology)
 Rosemary DuMont (Library Science)

PROPOSED UNIVERSITY POLICY: W/NA grades.

Background information: On July 30, 1982, President William S. Banowsky approved the revisions recommended by the Faculty Senate in the University policy on student withdrawals. (Please see page 2 of the Senate Journal for the special session on September 2, 1982.)

Subsequently, a misinterpretation of that policy was called to the attention of Provost J. R. Morris. After discussing the matter with the Faculty Senate Executive Committee, Provost Morris issued a revision of that policy on April 13, 1983. (Please see pages 2-3 of the Senate Journal for April 11, 1983.)

Because of later developments, the Provost issued the following self-explanatory but pertinent directive:

In order to meet the grading problems created by students never attending classes and, consequently, faculty being forced to give "administrative F's" when they were reluctant to do so, an "NA" grade policy was implemented with the encouragement of the Deans, on an emergency basis for the summer session, until it could be discussed with the Faculty Senate Executive Committee.

Refined from the summer experience, the policy is described in the following paragraph which is in addition to but not a replacement for the recently approved "W" policy. This paragraph would be inserted in the next printing of the Faculty Handbook, as well as become the basis for statements in future grade memoranda:

<p>Faculty members may not assign "W" as a final grade for students who do not officially withdraw. Any student who did not attend class beyond the second week (first week of a summer session) may be given an "NA." Any student who attended beyond the second week (first week of a summer session) and did not officially withdraw must be assigned a grade or an "I." If a faculty member believes that special circumstances warrant the issuing of a "W" to a student who has not officially withdrawn, the faculty member may petition the dean of the student's college.</p>
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The Senate Executive Committee referred this matter to the Chair of the Academic Regulations Committee for review and any appropriate recommendations.

On October 3, 1983, Dr. Milford Messer, Chair, Academic Regulations Committee, addressed the following comments to the Faculty Senate:

The Committee does not recommend the adoption of NA as a final grade. The Committee does recommend the adoption of a policy which permits faculty members to initiate the drop of any nonattending students from the class rolls through the first six weeks of a semester

or three weeks of a summer session. This action would permit the faculty to eliminate from rolls those students who would qualify for the NA grade option as it appears in the proposed policy revision for the Faculty Handbook. If some action were taken within this time period, the consequences would be the same as under the new W policy.

It was the feeling of the Committee that the new W policy has not been in effect a sufficient time to see what impact it will have on the withdrawal of students and the grades submitted. In addition, the permitting of faculty members to eliminate nonattending students from class rolls should resolve the problem of having to grade students who never show up. This new policy would be a further extension of the University's current policy that permits departments and faculty members to cancel students from the class rolls in the first two weeks of a semester or the first week of a summer session in an effort to open spaces for students who still need to register.

Copies of both items were distributed by the Senate Secretary to all Senate members on October 31, 1983.

Professors Peter Kutner and Osborne Reynolds, Jr. (Law) on November 10, 1983, presented their reactions to the Committee recommendation in the following memorandum, which the Senate Secretary, immediately distributed to all Senators:

When the Faculty Senate was asked to approve the current policy on W grades, representations were made that the policy governed withdrawals on the initiative of students and did not affect the ability of faculty members to drop students with a "W" grade for nonattendance after the deadline for student-initiated withdrawals has passed. If these representations had not been made, there would have been strong opposition from faculty members to the establishment of this policy, for, in the judgment of some faculty members, the "W" grade is the only appropriate means to deal with students who miss so many classes that they should not earn credit for a course in which they are enrolled. Unfortunately, the policy has been interpreted by the Provost's office as preventing faculty members from assigning "W" grades beyond the deadline for student-initiated withdrawals, at least without the concurrence of the student's dean, and the Academic Regulations Committee's proposal appears to cut off even withdrawals by the dean's office. This is an unwarranted restriction of the ability of the faculty member to assign the grade deemed appropriate by the faculty member and should not be endorsed by the Faculty Senate.

Members of the Faculty Senate should recognize that it is the judgment of some faculty that students in their courses should not earn credit unless they have participated in the course by attending most of the sessions, and the announced policy in their courses is that students will not pass the course if their absences are excessive. In some classes, it has been the policy that students are to be withdrawn for excessive absences. The only means of implementing such a policy is to give a non-credit grade to students with excessive absences. A student may not accumulate excessive absences until well after the deadlines in the "W" grade policy, which were intended to govern withdrawals at student initiative and deal with students who did not attend the course at all. It is, therefore, necessary to enable the faculty member to give a non-credit grade at any time during the semester.

The available non-credit grades are "W," "I," and "F." In principle, "I" can be given to non-attending students, but "incomplete" does not accurately describe the situation of a student who has not participated in classes sufficiently to earn credit. "I" makes it difficult to deal with infrequently attending students who want to take the final examination or submit final papers. Also, students given "I" would claim a right not to re-enroll in required courses or repeat any assignment done previously. The other alternative of "F" denotes poor performance rather than non-

participation and thus may be regarded as inappropriate. In any event, while an "F" grade may be a necessary sanction for failure to take the final examination or submit a major paper, "F" seems such "overkill" for poor attendance that few faculty members would give it. "W" appears to be the most appropriate grade and is most consistent with notifying the student before the end of the semester that the student will not earn credit.

Members of the Faculty Senate may have differing views on whether and when students should be denied credit for non-attendance or what grade should be given, but they should recognize the judgment of various faculty members (and some accrediting authorities) that students are not entitled to credit for their courses without participation in the form of attendance, so that they are educated (one hopes) by class instruction and that the "W" grade is the appropriate grade for students whose attendance is insufficient. This is a matter for the judgment of the faculty member, just as in other grading matters. The faculty member's decision should not be subject to a requirement that the approval of the student's dean be obtained or thwarted entirely by preventing the withdrawal of a student with a "W" grade after a time early in the semester.

Accordingly, we believe that the Faculty Senate should not approve the Committee's recommendation that faculty members be permitted to initiate the drop of non-attending students during the first six weeks of a semester (three weeks of a summer session). This recommendation is intended to prevent faculty members from initiating the drop of non-attending students later in the semester or assigning a grade of "W" to them. Instead, the Faculty Senate should reassert that faculty members can assign "W" as a final grade.

Senate action: Professor Ford, Senate Chair, reviewed the issue briefly. He then called on Dr. Milford Messer, University Registrar and Chair of the Committee on Academic Regulations.

Registrar Messer reported that, at the end of the 1983 spring semester, some faculty members refused to grade students because, in their opinion, they did not have a basis for a grade and had no options under the new policy. The Provost's directive concerning the W/NA proposal followed. He then read excerpts from the report of his Committee.

He added, "We have notified the faculty that they could drop a student from the class roll even after the second week if the faculty member so notified the Registrar's office. At the moment, we record the "NA" grade as a "W" grade and leave it up to the faculty member to decide."

He indicated that "NA" will be accepted this semester (fall, 1983) unless the Senate chooses the Academic Regulations Committee proposal to eliminate that grade.

Professor Whitmore asked whether a student could petition for a "W" as late as the final day of class. Registrar Messer stated that, although legitimately possible, no such action materialized during either the spring semester or the summer session. Grade petitions can be made even after the close of the semester. However, in his view, such late action "would not be a good way to solve the problem."

Professor Benham moved adoption of the Academic Regulations Committee recommendation regarding "W/NA" grades.

Professor Kutner called attention to the memorandum that he and Professor Reynolds had addressed to Senate members.

Professor Benham expressed his disapproval of "W" as a final grade. In his opinion, some students use this means to extricate themselves from scholastic difficulties of their making. He suggested some quality control in handling student enrollments. He took issue also with Professor Kutner's proposal -- "If they don't attend classes, how is that different from failing?"

Professor Conner asked whether, from the recording standpoint, there may be a negative connotation to the "NA" grade. Registrar Messer stated that the "NA" is simply another neutral grade on the transcripts -- like "W" and "I". In his view, the "NA" grade does describe more appropriately what had occurred but could have a more negative connotation than a "W" grade.

Professor Gross opposed the motion because the proposal takes away the instructor's flexibility in the grading process. He considers as hypocritical the giving of an "I" to a student who never shows up and never initiates formal withdrawal from a course. "We need the 'NA' grade!"

Professor Smith, in reply to a question raised by Professor Whitmore, expressed the view that "F" rests upon some kind of scholastic performance and that, in his view, nonattendance is not scholastic performance. He mentioned the possibility of the student's not knowing that he or she is supposed to attend classes. The "F" grade puts an unnecessary penalty on the student and leaves no alternatives for the faculty.

Professor Tharp felt that "F" grades would be devastating for those students in large sections who, for personal or other reasons, become discouraged and quit attending. He urged giving such students "a fighting chance to come back years later" to redeem themselves.

Professor Knapp was "impressed by the charity of some Senators who accept responsibility for students' mistakes by continuing to give them 'NA' grades." To him, nonattendance indicates the failure of student performance.

Ms. Cheryl Baldwin, a Graduate Student Association representative, stated that, both as a student and a teaching assistant, she has no problems with either receiving or giving an "F" for nonattendance except in extenuating personal-problem situations.

Professor Tharp next moved that, in view of the apparent confusion in the discussion of this issue, the question be tabled until the December 12 Senate meeting and that the Academic Regulations Committee take another look at the problem. The tabling motion was approved in a 24 to 16 tally.

Registrar Messer asked Senate members with strong views in this matter to submit to him any suggestions and comments.

 FINAL REPORT: Senate/UOSA Committee, Instructional Improvement and Teacher Evaluation.

Background information: On May 10, 1982, the Senate "accepted" the final report of its Committee on Student Evaluation of Faculty, chaired by Professor George Murphy. (Please see pages 8-11 and 13-52 of the Senate Journal for May 10, 1982.)

One of the items in that report was the Faculty Senate Position Paper on Instructional Improvement and Teacher Evaluation (pages 45-46 of the aforementioned Journal). That document included the recommendation that the ad hoc Committee be renamed and continued during the 1982-83 academic year. Pursuant to that recommendation, the Senate appointed a Senate/UOSA ad hoc Committee on Instructional Improvement and Teacher Evaluation that also included several administrators.

(Please see pages 16-17 the Senate Journal for February 14, 1983, and page 5 of the Senate Journal for May 2, 1983.)

The final report of that Committee was distributed by the Senate Secretary to all Senate members on October 21, 1983. On November 8, copies were also distributed to Norman campus deans and academic department heads with the request that the report be called to the attention of interested faculty members in their departments so that faculty members could submit their comments and suggestions to their Senate representatives.

Senate action: Professor Ford, Senate Chair, outlined the background of this Committee, noting particularly the following charge given to that group: (Please see pages 16-17 of the Senate Journal for February 14, 1983.)

Committee charge: It is vital that the process by which instruction is evaluated actually serves the various purposes for which it was designed. In order to address this need, the Senate/UOSA Committee on Instructional Improvement and Teacher Evaluation is established to undertake the following:

(1) Ascertain and examine the procedures for evaluating instruction currently in existence in departments throughout the University.

(2) Examine all alternate methods for teacher evaluation that go beyond the currently used student evaluation of faculty, as well as any other evaluation procedures now in use.

(3) Determine which, if any, evaluation mechanisms can feasibly serve the two functions of (a) conveying constructive aid to faculty members and (b) reporting to administrative evaluators on teaching effectiveness.

(4) Provide to the Faculty Senate:

(a) Recommendations concerning the feasibility of adopting separate evaluation techniques for use by the faculty and for use of administrative evaluators.

(b) Recommendations concerning the adoption of alternate methods of evaluation for use by departments at this University.

He then called on Professor Razook, ad hoc Committee Chair, to present the Committee report formally. Professor Razook reviewed the work of the Committee and expressed his special thanks to Dr. Dee Fink, Consultant in the Office of the Vice Provost for the Instructional Affairs, and a member of the ad hoc Committee. He reported that Professor Fink had shown copies of the report at last month's meeting in Washington, D.C., of a national professional development association. The report received favorable reactions. Furthermore, Professor Fink received 25 requests to date for copies of the report.

Professor Razook called attention to the following items of the report:

(1) Introduction (pages 1-3)

(2) Part II (Nature of Evaluation), particularly the chart (page 8), and the questions (page 10)

(In his view, these two items constitute "the basis for the rest of the report.")

(3) Part III (Evaluating the Quality of Teaching) particularly the form (page 17), "Sources of Information"

(4) Summary/Conclusions and Recommendations (pages 39-40)

He then distributed copies of the following list of Committee recommendations that, he emphasized, was not a part of the official report:

Committee Recommendations to the Faculty Senate:

1. Will recommend Faculty Senate acceptance and approval of the report.
2. Will move that Faculty Senate ask Provost Morris to mandate the use of this report by all academic units for annual and periodic evaluation of teaching and by all faculty who seek to improve their teaching. This motion is made with the following explanations:
 - a. Academic units should be admonished to adopt this report but additionally shape the report's recommendations to fit the peculiarities of the unit.
 - b. Academic units should advise unit faculty that this document shall serve as the primary guide for unit decisions about faculty members' teaching performance. This necessarily requires faculty members to furnish to unit evaluators those sources of information that are at their disposal (teacher's comments, SFE data, course materials, etc.). It also requires unit evaluators to collect that information not available to unit faculty (peer and administrator comments, exit surveys, alumni comments) and to use all collected information sources in accordance with the guidelines set out in the Committee report.
 - c. Each unit should advise its faculty that this document provides useful information about improvement of teaching.
3. Will ask the Faculty Senate, upon approval of the preceding recommendations, that the report be put in printed form and that all academic units and University faculty members receive a printed copy.

Professor Murphy read for 14 minutes a prepared statement of his reactions to this report. He detailed the work of his 1982-83 Committee, as well as that of a similar 1974-75 Senate Committee.

In his view, the "interesting" report does state that SFE's are being overemphasized on campus. However, the report fails in presenting a major reform of the evaluation of teaching. He raised questions concerning the nature of teaching, the nature of evaluation, and the validity of evidence. He accused the Committee of playing with semantics in its discussion of peer evaluation.

"The history of SFE's at this University is tied up with the Superior Teaching Award system. The faculty is held hostage to that system." He indicated that he would vote against the report and urged others to do so also.

Professor Razook responded with the comment, "To say that I disagree with Professor Murphy's assessments would be putting it mildly." He rejected the allegations concerning (a) committee bias in favor of anonymous SFE's and (b) lack of emphasis on peer evaluation.

Professor Kutner moved "acceptance" of the Committee report. The Senate Chair reiterated his view that "acceptance" means merely an acknowledgment. Furthermore,

this report would then be forwarded to the administration for its information without specific recommendations for any action. Approval on the other hand, implies a mandate.

Professor Smith felt that there was insufficient time to discuss the many serious issues involved. He suggested further consideration at subsequent Senate meetings.

Professor Kutner felt that "acceptance" implies distribution to all academic departments for whatever action they may deem appropriate. At this point, the Senate Chair noted that copies of the report had been distributed on November 8 to all Norman campus deans and department chairs.

Professor Canter called the report "a very comprehensive and systematic" document but felt that faculty responsibilities in research are not being given appropriate consideration in the evaluation process. He urged that parallel consideration be given to research.

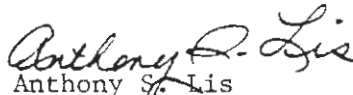
Professor Benham moved that the motion be tabled; the Senate rejected the motion.

With some dissent, the Senate shortly thereafter approved the original motion to "accept" the Committee report.

ADJOURNMENT

The Faculty Senate adjourned at 5:25 p.m. The next regular session of the Senate will be held at 3:30 p.m., on Monday, December 12, 1983, in the Conoco Auditorium, Doris W. Neustadt Wing, Bizzell Memorial Library.

Respectfully submitted,



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