

JOURNAL OF THE UNIVERSITY SENATE

Regular Session, September 26, 1955, 4:10 P.M.
Monnet Hall, Room 101

The University Senate, meeting in regular session, was called to order by Dr. Rufus G. Hall, Jr.

Present

Benson, Oliver
Bernhart, Arthur
Clark, Ralph W.
Comp, L. A.
Crock, K. E.
Daron, G. H.
David, Paul R.
Dunham, Lowell
Ewing, Cortez
Feaver, J. Clayton
Fraser, G. B.
Harvey, Harriet
Herbert, H. H.
Hoy, Harry E.
Kerr, Harrison
Larsh, Howard W.

Present

Lewis, Eunice
McFarland, Dora
McGrew, William C.
Olson, Ralph E.
Owings, D. M.
Reese, Jim E.
Riggs, Carl D.
Ruggiers, Paul G.
Scott, L. V.
Shuman, Ronald B.
Springer, C. E.
Tongue, William R.
Turkington, D. B.
Vliet, R. Dale
Wilson, M. O.
Wurtzbaugh, Jewel

Absent

Cross, George L.
Farrar, Clyde L.
Felton, Jean S.
Jorgenson, Lloyd P.
Keown, William H.
Powell, Lytle
Weese, A. O.
White, R. R.
Winfrey, Lewis E.

APPROVAL OF THE MINUTES

The Journal of the Senate for the meeting held on May 30, 1955 was approved.

ELECTION OF OFFICERS

Chairman of the Senate for 1955-56

Dr. Jim E. Reese was elected Chairman of the University Senate by unanimous ballot. He immediately assumed his duties as Chairman.

Vice Chairman of the Senate for 1955-56

Dr. R. Dale Vliet was elected Vice Chairman of the University Senate by unanimous ballot.

Secretary of the Senate for 1955-56

Dr. Gerald A. Porter was elected Secretary of the University Senate by unanimous ballot.

✓ PROBLEMS RELATING TO THE OFFERING OF COURSES BY EXTENSION

Explanatory Comment

At a special session on March 7, 1955, the University Senate approved twelve recommendations concerning the Extension Division. Those recommendations were transmitted to President Cross for approval. They were presented to the faculty of the University in the Journal of the Special Session of the University Senate on March 7, 1955.

On September 16, 1955, President Cross, in a letter to Dr. Rufus G. Hall, indicated that he approved the recommendations in principle but with certain modifications:

1. "The wording of Paragraphs I-F, 1 and 2, seems to imply that the functions of the Council with regard to budget and staff appointments would be executive. I can approve these parts of the recommendation only if it is clearly understood that the Council is to be an advisory, not an executive, body. I believe that it would be an excellent thing for the Dean of Extension to have the advice and guidance of an interested faculty group in these matters, but I do not wish to deprive him or the appropriate committees of the Extension staff of the recommending power that the other deans and departments have. I suggest that the wording of these two items be revised to make the advisory function clear.
2. "Paragraph VIII states a highly desirable goal but one that our present budget situation will not permit just now. Approval of the recommendations could not constitute a commitment to make Paragraph VIII immediately effective.
3. "Paragraph IX needs further study. As with Paragraph VIII, I cannot now commit the University to making this item immediately effective upon general approval of the plan."

Senate Action

Dr. Rufus G. Hall, retiring Chairman of the Senate, presented information concerning the suggestions from President Cross. Following a brief general discussion of this matter, Dr. Reese requested Professor Herbert and Dr. Hall to reword the recommendations in accordance with the point of view expressed by President Cross. The reworded statements are as follows:

Paragraph I-F of recommendations concerning the Council on Extension:

With duties of the Council being:

1. To assist in the formulation of the budget recommendations of the Extension Division.
2. To advise the Dean of Extension on matters of appointment to the Division staff.

On a motion by Professor Herbert, the Senate approved the changed wording of Paragraph I-F. After further discussion, it was the consensus of the Senate members that the Council on Extension should study Paragraphs VIII and IX with a view toward implementing them when possible.

COMMITTEES OF THE SENATE

Professor Fraser, Chairman of the Committee on Committees of the Senate, presented the nominations for committee of the University Senate. Approval was given by the Senate of the following committee membership arrangement:

Committee on Academic Standards

1. Cortez Ewing
2. Kenneth Crook
3. Lytle Powell
4. C. E. Springer
5. Ronald Shuman
6. Lowell Dunham
7. Howard Larsh

Committee on Courses and Curricula

1. Arthur Bernhart
2. L. P. Jorgenson
3. Harriet Harvey
4. D. B. Turkington
5. Donnell Owings
6. William Tongue
7. _____

Committee on Faculty Personnel

1. C. L. Farrar
2. Dora McFarland
3. R. E. Olson
4. L. W. Winfrey
5. Dale Vliet
6. Jim E. Reese
7. _____

Committee on Journal

1. W. H. Keown
2. R. R. White
3. Jim E. Reese

Committee on Student and Public Relations

1. L. A. Comp
2. Harrison Kerr
3. R. R. White
4. Harry E. Hoy
5. Eunice Lewis
6. Carl Riggs
7. William McGrew

Committee on Teaching and Research

1. Paul David
2. M. O. Wilson
3. Paul Ruggiers
4. L. V. Scott
5. Jewell Wurtzbaugh
6. W. H. Keown
7. Oliver Benson

Committee on University Organization, Budget, and Publications

1. J. C. Feaver
2. G. H. Daron
3. George Fraser
4. Ralph Clark
5. A. O. Weese
6. H. H. Herbert
7. Jean S. Felton

NOTE: The vacancies on committees will be filled when people have been elected to fill current vacancies in the Senate.

Following approval of the above committees, Professor Fraser reported the need for an election of three members of the Committee on Committees. Dr. Reese called for nominations and four people were nominated: Lowell Dunham, Harriet Harvey, D. B. Turkington, and Ralph Olson. In the balloting which followed, Dunham, Harvey, and Olson were elected. The complete committee for 1955-56 is as follows:

Committee on Committees of the Senate

1. George B. Fraser, Chairman
2. L. E. Winfrey
3. Lowell Dunham
4. Harriet Harvey
5. Ralph E. Olson

NOMINATIONS FOR UNIVERSITY COMMITTEES

Explanatory Comment

Three vacancies have developed on University Committees for which the Senate makes nominations to the President. The Senate was requested by Vice President McCarter to nominate two faculty members for each of the following committees:

Replacement for John R. Whitaker on the Committee on Admissions and Advanced Standing for 1955-56.

Replacement for Carlos D. Moseley on the Council on Instruction for 1955-57.

Replacement for Laurance S. Reid on the Budget Council for 1955-58.

Senate Action

The Committee on Committees made two nominations for each of the committees indicated above and the Senate approved those nominations as follows:

Committee on Admissions and Advanced Standing for 1955-56

J. Ray Matlock
Alfred B. Sears

Council on Instruction for 1955-57

Gail B. de Stowinski
Spencer H. Norton

Budget Council for 1955-58

Carl T. Almquist
Ellis M. Sims

UNIVERSITY CALENDAR

Dean Fellows presented information concerning the University Calendars for the years 1956-57 and 1957-58. He reported that the calendars for those years have been worked out in accordance with regulations developed in the Senate on March 28, 1955.

Dr. Ewing moved that the calendars for both years be approved by the Senate. His motion was seconded and passed. The approved calendars are as follows:

UNIVERSITY YEAR -- 1956-57

First Semester

Freshman period,* 9:30 a.m.	Sept. 10, 11
Registration--consultation of students with advisers; enrolment.	Sept. 11-15
Classwork begins, 8:10 a.m.	Sept. 17
Home-coming of alumni and former students (holiday)	Oct. 6
Last day on which new enrolments will be accepted.	Oct. 8
Final date for removal of conditions,**and withdrawal without report on scholastic standing.	Oct. 13
Thanksgiving recess begins, 10:00 p.m.	Nov. 21
Classwork resumed, 8:10 a.m.	Nov. 26
Christmas recess begins, 10:00 p.m.	Dec. 21
Classwork resumed, 8:10 a.m.	Jan. 3, 1957
Semester examinations.	Jan. 19-26

University Calendar --- continued

UNIVERSITY YEAR --- 1956-57 (continued)

Second Semester

Freshman period,* 9:30 a.m.	Jan. 28, 29, 1957
Registration -- consultation of students with advisers; enrolment.	Jan. 29 -- Feb. 2
Classwork begins, 8:10 a.m.	Feb. 4
Last day on which new enrolments will be accepted.	Feb. 25
Final date for removal of conditions,** and withdrawal without report on scholastic standing.	March 2
Easter recess begins, 10:00 p.m.	April 18
Classwork resumed, 8:10 a.m.	April 24
Semester examinations.	May 30 -- June 6

Commencement Period

Class and alumni day.	June 9
Baccalaureate services, Norman Churches, 11:00 a.m.	June 9
Commencement exercises, 7:45 p.m.	June 9

Summer Session

Freshman period,* 9:30 a.m.	June 10, 11
Registration -- consultation of students with advisers; enrolment.	June 11, 12
Classwork begins, 7:00 a.m.	June 13
Independence Day.	July 4
Term examinations.	Aug. 7, 8
Baccalaureate services, Norman churches, 11:00 a.m.	Aug. 11
Commencement exercises, 7:45 p.m.	Aug. 11

* Attendance at the exercises of the freshman period is required of entering freshmen. For complete program, address the Office of Admissions and Records, University of Oklahoma, Norman.

** Does not apply to students in the College of Law.

UNIVERSITY YEAR --- 1957-58

First Semester

Freshman period,* 9:30 a.m.	Sept. 9, 10
Registration -- consultation of students with advisers; enrolment.	Sept. 10-14
Classwork begins, 8:10 a.m.	Sept. 16
Last day on which new enrolments will be accepted.	Oct. 7
Final date for removal of conditions,** and withdrawal without report on scholastic standing.	Oct. 12
Home-coming of alumni and former students (holiday)	Oct. 19 (tentative)
Thanksgiving recess begins, 10:00 p.m.	Nov. 27
Classwork resumed, 8:10 a.m.	Dec. 2
Christmas recess begins, 10:00 p.m.	Dec. 21
Classwork resumed, 8:10 a.m.	Jan. 6, 1958
Semester examinations.	Jan. 18-25

University Calendar--continued

UNIVERSITY YEAR -- 1957-58 (continued)

Second Semester

Freshman period,* 9:30 a.m.	Jan. 27, 28, 1958
Registration -- consultation of students with advisers; enrolment.	Jan. 28 - Feb. 1
Classwork begins, 8:10 a.m.	Feb. 3
Last day on which new enrolments will be accepted.	Feb. 24
Final date for removal of conditions,** and withdrawal without report on scholastic standing.	March 1
Easter recess begins, 10:00 p.m.	April 3
Classwork resumed, 8:10 a.m.	April 9
Semester examinations.	May 29 - June 5

Commencement Period

Class and alumni day.	June 8
Baccalaureate services, Norman churches, 11:00 a.m.	June 8
Commencement exercises, 7:45 p.m.	June 8

Summer Session

Freshman period,* 9:30 a.m.	June 9, 10
Registration -- consultation of students with advisers; enrolment.	June 10, 11
Classwork begins, 7:00 a.m.	June 12
Independence day.	July 4
Term examinations.	Aug. 6, 7
Baccalaureate services, Norman churches, 11:00 a.m.	Aug. 10
Commencement exercises, 7:45 p.m.	Aug. 10

* Attendance at the exercises of the freshman period is required of entering freshmen. For complete program, address the Office of Admissions and records, University of Oklahoma, Norman.

** Does not apply in the College of Law.

✓ STATUS OF PROFESSIONAL LIBRARIANS

Letter from Vice President McCarter

July 14, 1955

Professor Gerald Porter, Secretary
University Senate
Faculty Exchange

Dear Professor Porter:

In 1953 Doctor McAnally sent to President Cross a petition from the Staff Association of the University of Oklahoma Library, together with his own recommendation, that the professional librarians on the Library staff be given "academic status." Recently he has renewed this recommendation in a revised and strengthened form.

Status of Professional Librarians -- continued

President Cross has decided to refer this question to the Senate for consideration and recommendation. Accordingly, I am sending you the Staff Association petition and Doctor McAnally's two recommendations. This office has a file of other materials, consisting of discussions by the Vice Presidents and by Doctor McAnally, which we shall be glad to make available to the Committee to which the Senate refers the question.

I am sending this material on to you in the hope that the Senate can take it up early in the fall and expedite action on it. I have taken the liberty of assuring Doctor McAnally that he and members of the professional staff will be given full opportunity to appear and discuss the recommendation with the Senate or its Committee.

Sincerely yours,

Pete Kyle McCarter
Vice President

PKMc:lw

cc: Dr. Arthur McAnally

Senate Action

Dr. Ewing moved that the problem of status of professional librarians be referred to the appropriate committee of the Senate for study and a report. His motion was seconded and approved.

At the close of the Senate meeting, Dr. Reese referred this matter to the Committee on Faculty Personnel.

COORDINATING COMMITTEE ON SELF-EVALUATION

Explanatory Comment

On June 30, 1955 the Coordinating Committee on Self-Evaluation submitted its first annual report. Copies of the report were sent to President Cross, to the Secretary of the General Faculty, and to the Secretary of the University Senate.

Senate Action

Dr. Ewing moved that the report of the Coordinating Committee on Self-Evaluation be accepted and filed. His motion was seconded and approved by the Senate. In a second motion, Dr. Ewing moved that the report be included in the Journal of the Senate for distribution to all members of the faculty. The report in its entirety is reproduced on pages 8 and 9 of this Journal.

Coordinating Committee on Self-Evaluation -- Continued

REPORT OF COORDINATING COMMITTEE ON SELF-EVALUATION
University of Oklahoma
Norman, Oklahoma

June 30, 1955

To: President of the University
Secretary of the General Faculty
Secretary of the University Senate

From: Coordinating Committee on Self-Evaluation

The committee files herewith the first annual report.

It met in 25 regular meetings this school year, and in addition, subcommittees held various meetings.

Its main preoccupation was the procedural implementation of the statute of the University Senate of March 29, 1954. The general problem was how to seek and gain the participation of all individuals and component parts of the University in the self-evaluation program.

From a document standpoint, this phase of the committee activity is represented by (1) a bibliography project, of December 9, 1954, in the form of a request to individuals, and departments to evaluate a bibliography submitted to them, and to assist the committee in adding bibliographical items; and (2) a basic policy circular, WORKING PAPERS ON A SELF-EVALUATION FOR THE UNIVERSITY OF OKLAHOMA, of April 5, 1955, consisting of a covering policy letter, the basic statute, evaluation suggestions, and an initial compilation of available college and departmental studies of this University.

From the standpoint of action taken on the procedural side, the committee worked out the policy, issued a call to initiate self-evaluation throughout the University, and established liaison, and made plans for continued liaison with all individuals and units of the University. The committee's plan for the encouragement and correlation of self-evaluation is found in the documents mentioned and previously circulated. The success of the committee's method is yet to be discovered. But the committee realized that in addition to working out policy, it must maintain effective liaison on a continuous basis with units of the University. The past year has been marked with conferences with various individuals, departmental chairman, deans, and representatives of the business and service units, which relationships will continue as the program develops.

Toward the end of the school year, the committee made its first effort to institute a substantive project. It set up a Special Committee on the Student Population, composed of a dozen members of the University Staff and the committee ex officio under the temporary chairmanship of Arthur Bernhart. This special committee met twice and attacked the problem of defining the limits of such a study. This is the first attempt to organize a substantive project of the sort that most properly will be repeated numerous times over the years in an effort to bring the appropriate members of the University together to examine a problem in a particular area of all-university or

Coordination Committee on Self-Evaluation -- continued

interdepartmental concern. Hence the planning, organization, and results of this committee are of special interest. The question of the proper organization, the choice of suitable subject, appropriate personnel, sufficient coordination as over against willing cooperation, and adequate financing are only the most important matters. The committee's first special committee has started off well. But the committee is aware of more problems of organization than it is of happy solutions as of the first year, and it looks forward to acquiring more experience in these matters, and being able to exploit such experiences in the near future.

The President's Office set aside \$250.00, December 1954, for expenses of the committee through June 30. Up to date, \$166.59 has been spent, \$19.17 for student wages, and \$147.42 for mimeographing and mimeographing supplies. Several departments of committee members assumed some committee expenses when work was done for committee members. As the work of the committee goes into a more advanced phase in 1955-56 (with more substantive studies in progress, and more departmental and other reports) the committee needs for supplies and mimeographing should be about the same or less, but needs for student assistance larger. A specific budget request will be submitted presently to the President's Office.

COORDINATING COMMITTEE ON SELF-EVALUATION

Joseph C. Pray, Chairman
 Arthur Bernhart
 William S. Burgett
 Harriet Harvey
 William H. Keown
 Frank C. Morris
 D. Ross Pugmire

OFFICE SPACE FOR RETIRED MEMBERS OF THE FACULTY Letter from President Cross

August 30, 1955

Professor Rufus Hall
 Department of Government
 Faculty Exchange

Dear Professor Hall:

I believe that the University does not have a policy concerning the type of office and laboratory space that may be assigned to a retired member of the faculty. In the past this matter has not constituted a major problem, but it is becoming a greater one every year.

Each department is in the best position to evaluate the space requirements of both its active and its retired staff, but when a faculty member retires, his colleagues are understandably reluctant to dispossess him of space which he has occupied for some time or to request him to move into space which may seem less desirable.

Office Space for Retired Members of the Faculty -- continued

Everyone will agree, I am sure, that a retired faculty member should feel that he will continue to be welcome to such office space and other professional accommodations as the University can reasonably provide for him.

It would be very helpful to the departments and to the Council on Planning and Development if a basic policy for the assignment of space to retired faculty members could be worked out.

I am asking the University Senate, therefore, to study this matter and try to develop a policy for recommendation to the President's Office.

Sincerely yours,

G. L. Cross
President

GLC:lw

cc: Professor Gerald Porter
Vice President Swearingen

Senate Action

Dr. Shuman moved that the problem of office space for retired members of the faculty be referred to the appropriate committee of the Senate for study and a report. His motion was seconded and passed. Dr. Reese referred the request to the Committee on Faculty Personnel.

COMMITTEE ON COMMITTEES OF THE SENATE

Professor Herbert raised for discussion the problem of nominations for membership on standing committees of the University Senate. Professor Fraser, Chairman of the Committee on Committees, pointed up the difficulty that arises when that Committee attempts to consult with all members of the Senate regarding the committees on which they prefer to serve.

The present By-Laws of the University Senate state specifically that the Committee on Committees "shall consult with the members of the Senate as to their individual preferences for membership on standing Committees." As a result of the discussion, Professor Herbert moved that the wording of the By-Laws be changed with the word "shall" deleted and the word "may" inserted. His motion was seconded. In accordance with the By-Laws of the Senate, notice of this desired change will be distributed to the members of the Senate two weeks in advance of October 31. A vote on the change will be taken at the regular meeting on October 31.

ADJOURNMENT

The University Senate adjourned at 5:15 p.m. The next regular meeting will be on Monday, October 31, 1955.

Gerald A. Porter, Secretary