

File Senate Minutes
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JOURNAL OF THE UNIVERSITY SENATE
February 26, 1951, 4:10 p.m.
Monnet Hall, Room 101

The Senate met in regular session with President G. L. Cross in the chair.

MEMBERS PRESENT

Cross, G. L.
Beach, L. B.
Bender, J. F.
Bienfang, R. D.
Blankenship, F.F.
Brown, H. B.
Cass, Carl B.
Copeland, Fayette
Cosgrove, A. L.
Couch, Glenn C.
Crook, Kenneth E.
Ewing, A.M. Cortez
Farrar, C. L.
Herbert, H. H.
Hoy, Harry E.
Keeley, Joe
Larsh, Howard W.

MEMBERS PRESENT

Morris, F. C.
Nielsen, J. Rud
Pritchard, J. P.
Pugnire, Donald
Rackley, John R.
Schriever, Wm.
Snyder, L. H.
Springer, C. E.
Stow, H. Lloyd
Fite, Gilbert C.
Marrs, Wyatt
Ortenberger, A.I.
Sneed, Earl
Wardell, M. L.
Warren, Mary A.
Wilcox, S. C.
Winfrey, L. E.

MEMBERS PRESENT

Weese, A. O.

MEMBERS ABSENT

Hughes, Frank C.
Logan, Leonard
Matlock, J. R.
Penfound, Wm. T.
Reid, L. S.
Smith, Paul W.

APPROVAL OF THE MINUTES.

The Journal of the Senate for the January 29, 1951, meeting was approved.

REPORTING OF EIGHT WEEKS GRADES.

An informal progress report concerning the reporting of eight weeks grades was presented by Dean L. H. Snyder, Chairman of the Committee on Curriculum.

Dean Snyder: Shortly after the policy about the reporting of eight weeks grades was referred to the Senate Committee on Curriculum, we met with representatives of the Registrar's Office and others. In addition to being sympathetic with the instructors who must report mid-semester grades, we gave careful consideration to the matter of public relations involved in notifying parents of students' scholastic progress before the end of the semester. Although we did not take final action, we did agree on a temporary measure. Dean Fellows is here, and I would like to ask him to discuss the temporary measure.

Dean J. E. Fellows: When the subject of reporting mid-semester grades was discussed at a Deans Meeting in November, the original suggestion was to have unsatisfactory grades reported as either D, E, or F. The problem of explaining the difference in these grades, however, prompted

the final recommendation and approval that all unsatisfactory grades at mid-semester be reported as "unsatisfactory" and that the instructor indicate what he considered to be the primary reason for this grade.

At the present time we do have facilities for reporting unsatisfactory grades to parents, but we do not have facilities for reporting all grades.

Professor F. C. Morris: When mid-semester grades are reported, should the instructor consider the grade of "I" as unsatisfactory?

President Cross: No. The only grades included in the classification "unsatisfactory" are D, E, and F.

Dr. M. L. Wardell: I believe that the University exists for the sake of the students; the faculty is secondary. Why shouldn't grades be reported to all students who want them? I believe that the student who is passing is entitled to know his grade just as much as the student who is not passing.

Dean Glenn C. Couch: I have heard students complain about not getting their grades until the grades were issued by the Registrar's Office. Couldn't the teacher tell each student what his grade was at mid-semester?

Dr. K. E. Crook: Some instructors have as many as 200 students enrolled in their classes. It would take considerable time to tell each of these what his grade was.

Dean H. B. Brown: Couldn't that be taken care of by giving each student a code number and then posting the grades for the entire class.

President Cross: Yes.

SENATE ACTION: On a motion by Dean Couch, the Senate approved this recommendation: That at the end of the ninth week of the semester, each teacher be required to notify each student of his grade.

FACULTY RETIREMENT.

BACKGROUND: At the January 29, 1951, meeting of the Senate, the Committee on Faculty Personnel made a recommendation for the establishment of a committee on faculty retirement. The recommendation presented at that meeting was not accepted, and the Committee was instructed ". . . to draft a proposal in which the committee on retirement would act as an appeal committee to which the retired person may appeal his case."

ACTION BY COMMITTEE: The Committee on Faculty Personnel prepared two reports. One concerned the establishment of a committee on faculty retirement; the other contained recommendations regarding retirement.

Dr. Stewart C. Wilcox, Chairman of the Committee, moved that the recommendations in both reports be approved. The Senate took the following action on these reports.

COMMITTEE ON FACULTY RETIREMENT: Amendments which the Committee on Faculty Personnel made to the January, 1951, report are underscored.

Tenure: The Committee on Faculty Retirement shall be a standing committee composed of seven members who shall be at least of the rank of Associate Professor, with tenure, and who shall not be older than 60 when elected. Six shall be elected by the University Senate to serve in rotation for periods of five years; one shall be appointed by the President of the University to serve for a period of three years. No more than two members, including the presidential appointee, shall be from any one college. To provide for the rotation of the six elected members, they shall at the outset be given staggered terms: two being elected for five years, one for four, one for three, one for two, and one for one year.

Membership: Nominations shall be made by the Committee on Committees, but nominations may also be made from the floor of the Senate. All faculty members shall be eligible for membership whether they are Senators or not. Administrative officers (vice-presidents, deans, associate deans, assistant deans) shall not be eligible for membership, although chairmen and directors (unless they hold administrative office) shall be eligible. Not more than two members from the same college shall serve at any one time.

Officers: The Committee on Faculty Retirement shall elect a chairman and a secretary at the beginning of each academic year, and the Financial Vice-President shall provide the committee with a competent, trustworthy secretary-stenographer when the committee decides such services are needed.

Jurisdiction: Any question relating to full or part-time teaching, work or salary of retired faculty (or faculty about to retire) shall fall within the jurisdiction of the Committee on Faculty Retirement. Further, it shall be the responsibility of the committee to investigate all cases of retirement and to make its recommendations in the light of the physical and mental capabilities of the faculty member.

To fulfill its responsibilities the committee shall be furnished with a complete list of all faculty members retired or about to retire as well as with full information from chairmen or directors and Committees A, deans, and the Budget Council. This information will be for the purpose of enabling the committee competently to review each year all cases falling within its jurisdiction.

Decision: In reaching its decision the Committee shall have before it information called for in Paragraph 6 above and specific recommendation on proposed retirement of a faculty member from the Chairman of his Department. The information will be considered Departmental Staff Action (or recommendation). The Committee will then make its recommendations to the President. Copies of this recommendation will be sent to the faculty member, the Dean of his College and Chairman of the Department, who will in turn transmit it to Committee "A".

A departmental chairman who is a member of the committee may disqualify himself in cases involving members of his own department. In his place shall temporarily sit another faculty member, who is at least an associate professor with tenure, to be chosen by the committee as a whole from a college other than that to which the chairman belongs, and in accordance with paragraph three above.

Although the Senate may bring decisions of the Committee on Faculty Retirement up for discussion and review, making in turn its own recommendations to the President, the Senate may not reverse the decisions of the committee.

Right of Appeal: If a faculty member is dissatisfied with the disposition of his case of retirement, he may request, as his right, to appear personally before the committee, which will sit with the President, his dean, and his chairman or director to entertain his appeal.

To help the Committee on Faculty Retirement begin its work, the Senate further recommends the following:

All retired faculty members shall continue to enjoy the same privileges as unretired faculty members, with the exception of office space. These privileges include the use of a post-office box in the Faculty Exchange, purchasing athletic tickets at faculty rates, using the golf course at faculty rates, appointment or election to faculty committees, extension service, attendance at faculty meetings and voting at faculty elections, etc. It is understood, however, that future determination of these privileges falls under the jurisdiction of the Committee on Faculty Retirement.

At the regular and ordinary discretion of the University Space Committee, faculty members shall retain their office space until full retirement from teaching or other university services, regardless of their legal retirement, and they may regularly expect to retain their office space even if teaching or serving but part time. As a general rule, therefore, the committee shall bend every effort to continue retired faculty members in their office space.

The Committee on Faculty Retirement, however, shall possess discretion in recommending whether retired faculty members who serve part time shall retain their office space and in their determination shall consult departmental chairmen. The Committee shall also make such recommendations as it sees fit to the University Space Committee and the President if agreement with chairmen cannot be reached regarding office space.

Upon full retirement from service, faculty members who are forced to yield their office space shall have the use of one or more appropriately furnished rooms in the library, where they may enjoy the privacy they deserve and put books and periodicals they are currently using.

Respectfully submitted,

S. C. Wilcox, Chairman
John F. Bender
Horace B. Brown

Carl B. Cass
Howard W. Larsh
M. L. Wardell

Senate Discussion of Amended Report: Terminology and phraseology used in the Committee's recommendation were the subject of much discussion. A summary of that discussion is presented here.

Dr. Crook: I am still opposed to this recommendation. At the January meeting it was my understanding that the Senate instructed Dr. Wilcox's committee to amend its recommendation to provide that the committee on faculty retirement be an appeal committee. It is my contention that the proposal before us does not provide an appeal; it is rather a re-hearing.

To me, an appeal is a procedure by which a person who has been ruled against may take his petition to, and have a new hearing before, another group which has not previously heard his case.

Several faculty members who are approaching retirement have said to me--rather forcefully--that they would not appeal to a committee such as the one proposed, but they would appreciate a hearing by their own departments.

If we approve the recommendation before us, we would be giving this committee a complete blank check to do as they wish with a person who is retiring. In saying this, I do not wish to imply that a committee would do these things which I have suggested; but I do not believe we should make it possible for any committee to have such authority in the future.

Dr. Wilcox: I'd like to call the Senate's attention to our second report which contains recommendations regarding retirement. If these recommendations are accepted--particularly the proviso that the retirement age be 70; then the departments would no longer have the option of saying whether a man may continue teaching after reaching the age of retirement.

Dr. Wilcox (Continued): After teaching 20 or 30 years at the University, a faculty member may not consider it just that he should be obligated to appeal his case. In other words it should not be required that he take affirmative action in order to have his case reviewed; it should, rather, be considered standard procedure.

Dr. Cortez Ewing: Looking at the proposal from that point of view, I think acceptance of your recommendation would tend to be a jeopardy to the many for the protection of the few.

Senate Action: Upon a substitute motion by Dr. Crook, seconded by Dr. Ewing, the Senate approved the recommendation: that a special committee be appointed to bring in, for the Senate's consideration, a proposal for the establishment of a committee on faculty retirement and that this special committee be given particular instructions to make a clear statement that this committee on faculty retirement would serve as an appeal committee only after a faculty member's case had gone through present channels.

RECOMMENDATIONS REGARDING RETIREMENT: The following report of the Committee on Faculty Personnel was also presented by Dr. Wilcox, Committee Chairman.

Reference: All changes suggested hereunder are in accordance with the provisions of the Oklahoma School Code, Article 17, Section 1, and in accordance with the new rule pertaining to teaching on the part of retired faculty members, which now permits them to be employed forty (40) school days (i.e. two months) in any one school year.

The policies set forth herein shall be known as the University Retirement Plan. Total benefits under it include what a faculty member receives from the State Teacher's Retirement System, what he receives being calculated upon the basis of Plan A, the maximum-benefit-for-life provision of the System.

Definitions: As used in succeeding paragraphs, the terms below shall mean the following:

1. Faculty member: 'teacher' as defined in Article 17, Section 1, Subsection 3 of the Oklahoma School Code.
2. Year's service: full-time employment for nine months.
3. Years of prior service: years of service with the University, including leaves of absence and sabbatical leaves.
4. Average annual salary: average nine-months salary calculated from the highest total amount of salary received during any five-year period of prior service, excluding summer salary and not counting sabbatical leaves or leaves of absence as part of the five-year period.

Maximum and Minimum Benefits: The maximum benefit under the University Retirement Plan shall be \$3000 annually. The minimum benefit, for which only faculty members having at least 10 years of prior service are eligible (See Oklahoma School Code, Article 17, section 1, subsection 8), shall be \$1800.

Payment of Benefits. Benefits shall be paid in regular monthly installments over a period of 12 months beginning at at the start of each fiscal year.

Age of Retirement. The normal retirement age shall be 70. Only under extraordinary circumstances shall a faculty member continue to teach full time beyond that age. It is understood, however, that any retired faculty member may be retained for part-time service and be paid an amount not to exceed two months salary, except in cases of persons whose physical or mental condition, as determined by Committee A, prevents their being able to offer further valuable service to the University.

Eligibility.

1. Faculty members having 20 or more years of service prior to retirement shall receive a supplementary benefit from the University sufficient to make their total benefit equal to one-half their average annual salary.

2. Faculty members having less than 20 years prior service shall receive supplementary benefits reduced so as to make their total retirement benefit proportionate to their years of prior service.

Example: a teacher with nineteen years of prior service would receive nineteen-twentieths of one-half his average annual salary.

To be eligible for full benefits under the University Retirement Plan a faculty member must either (a) remain in the service of the University until 65 or (b) undergo enforced earlier retirement because of physical or mental disability.

In the event of disability retirement, his benefits shall be determined in accordance with the foregoing provisions of the University Retirement Plan.

Examples: A faculty member who came to the University when he was 43 and had to be retired because of disability at 57 would have 14 years prior service and consequently would receive seven-tenths of one-half his average annual salary. Or a faculty member who came to the University at 40 and underwent disability retirement at 61 would receive full benefits, for he would have more than 20 years prior service.

Provision for Part-Time Work. A faculty member who retires for any reason and who is unable to continue in teaching service because of disability may expect that the University will bend every effort to provide part-time work for him. His additional remuneration will be determined by the University in accordance with the rule which permits retired members of the State Teachers Retirement System to be employed forty school days in any one school year.

Options. Faculty members shall have the following options:

- (a) of retiring under the University Retirement Plan with the benefits for which they are eligible if they have reached 65.
- (b) of continuing in regular full or part-time service until 70.

The faculty member who chooses alternative (a) may:

- 1. fully retire under the University Retirement Plan, or
- 2. Receive his total retirement benefit under the University Retirement Plan plus two-ninths of his yearly salary for his teaching or other services.

Explanation: A faculty member who continues in service beyond 65 is not retired, but the law does not allow him to continue his contributions to the state retirement system. Furthermore, if he dies before retirement, his beneficiary receives only his contributions plus interest, for the system does not purchase his annuity or permit him to choose an option as to how he eventually shall receive it until his actual retirement.

Thus, a faculty member who reaches 65 and whose wife is living is confronted with a choice: he may retire and receive his benefits under the University Plan plus two months salary for his services, or he may continue in service on regular salary. If he retires, he can choose the joint survivorship option in the retirement system and make sure that his wife will receive annuity payments based upon (a) his contributions and (b) a matching amount from the state. If, however, the faculty member chooses to continue unretired on regular salary and should die before his wife, she would receive only his contributions.

Respectfully submitted,

S. C. Wilcox, Chairman	Howard Larsh
Horace Brown	Carl Cass
John Bender	Lorris Wardell

Senate Discussion of the Report: The main points of the discussion which followed the report are summarized for the Journal:

Dr. Ewing: The retirement plan which we approve is a very important matter to every faculty member. Before we vote on the recommendations proposed by the Committee on Faculty Personnel, I'd like to know how much time and study the Committee has given to its recommendations.

Dr. Wardell: The recommendations made in this report have been under consideration since last year. During the past semester the Committee met approximately once each week. In addition to the time which the Committee, as a group, gave to this report, we had the excellent advice of Dr. Bender who has devoted his full time to a study of the problem of faculty retirement.

Dr. Wilcox: In preparing this report, it was necessary for the Committee to make its recommendations in accordance with the provisions of the Oklahoma School Code, Article 17, Section 1. Keeping these provisions in mind, we tried to make a set of suggestions which the Senate could send to President Cross so that he could make recommendations to the Board of Regents. As a part of our study, we also talked with Vice-President Cate and others.

President Cross: At the next meeting of the Board of Regents, I am obligated to make a report on our retirement plan. Of course, I could present a tentative plan which I consider satisfactory. I prefer, however, to submit a report which has been approved by the Senate.

Dean Earl Sneed: Is the proposal before us retrogressive or progressive; what about those who have already retired?

President Cross: Those retired faculty members who joined the Teacher Retirement System will be included in this plan. Those who did not join the Teacher Retirement System, however, will not be covered by the plan we have just discussed. For them, we will need to work out another plan.

Dr. J. F. Bender: On October 17, 1950, Dr. Chancellor Nash's committee approved the general contents of this report. We, the Committee on Faculty Personnel, discussed whether or not our report should be made before Dr. Nash's report is made.

In reply to a question about his study of retirement plans being used by other institutions, Dr. Bender said that more than half of the institutions reported that 70 was their retirement age. Your Committee on Faculty Personnel, when it recommended the age of 70 for our plan, had in mind that the University of Oklahoma is a financially poor school; it is necessary to make a little money go a long way. If teachers were retired at the age of 65, that would increase the amount of money to be spent-- money which actually the University would not have available.

Dr. Bender also mentioned that Mr. Black, of the State Teacher Retirement System, said that since the University of Oklahoma does not hire substitute teachers, a faculty member can work (e.g., teach one class) and receive pay for two months and still receive his retirement benefits.

Senate Action: With minor revisions, which have been included in the foregoing report, the recommendations of the Committee on Faculty Personnel were approved.

PLANNING AND DEVELOPMENT COUNCIL.

The proposal for the establishment of a Planning and Development Council (quoted in the January, 1951, Journal, page 9) was referred to the Committee on Utilization and Development of University Buildings and Grounds.

FACULTY TITLES.

It was moved and approved that the following recommendation be referred to the Committee on Faculty Personnel. The recommendation was signed by Vice-President Cate.

The University Budget Council at its meeting February 6 voted to recommend to the President of the University that the College of Education be authorized to use the title "Lecturer in Education" to replace the title of "Special Instructor" or other non-professorial titles used in the case of a person who teaches one or two specialized courses in Education, but is not considered a permanent member of the faculty.

In recommending approval of this request from the College of Education, the Budget Council felt that there is a need for greater uniformity in University practice with respect to non-professorial titles given persons who teach regular courses but are not considered to be progressing toward eligibility for tenure.

The Council recommends that you request the University Senate to investigate this problem and make a recommendation as to steps which might be taken to ~~ce~~establish greater uniformity in teaching titles.

GRANTING DEGREES POSTHUMOUSLY.

The Committee on University Standards was instructed to consider a recommendation ". . . that a senior who at the time of his death is registered for his last semester's courses--that it, second semester senior--and who has an average of "C" or better on all work undertaken be granted his bachelor's degree posthumously."

ADJOURNMENT.

There was no further business, and the Senate adjourned at 5:45 p.m.

Respectfully submitted,

Charles E. McKinney
Secretary, University Senate
Business Administration Bldg. 7-a
Station 228