

Faculty Senate

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1976 Agendas

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A. Agenda for the Senate Meeting: Thursday, January 15, 3:30 p.m., Withycombe 101

As published in the January 8 issue of the Staff Newsletter, the agenda will include the reports and other items listed below. To be approved are the minutes of the December 4 Senate meeting (75-322) as published in the December 12 issue of the Staff Newsletter.

1.. Welcome and Instructions to New Senators (see pp.7,8) - R. W. Newburgh

Attached is a list of the Senators for 1976 including 27 newly elected and 7 who were re-elected. In accordance with Section 5, Article XIII of the Senate's Bylaws, appropriate materials have been forwarded to each of the newly elected Senators including the Bylaws of the Faculty Senate (as last revised March 6, 1975) and the 1975-76 membership list of all Senate committees and councils. The Vice Chairman has also sent to each new Senator information concerning his/her specific duties and responsibilities.

2. Report of the Nominations Committee (pp. 9 & 10) - L. A. McGill

Attached is the committee's report dated December 8, 1975. As required by the Senate's Bylaws, the committee's nominations were published in the December 12 issue of the Staff Newsletter (see p. 54). The report includes a brief vita for each candidate listing service on the Faculty Senate, on Senate and other university-level committees, and in other faculty-related activities.

Before nominations from the floor are invited, the Senate should consider and act on the recommendations of the Nominations Committee that both elections be decided by a plurality vote and that the unsuccessful candidate(s) for the position of vice chairman be added to the list of candidates for the executive committee election.

Prior to each election, additional nominations from the floor will be invited but the nominator is expected in advance to determine the nominee's willingness to serve if elected.

3. Elections of Vice Chairman and two Members of the Executive Committee

a. Election of the Vice Chairman for 1976 (one-year term)

The principal duties of the vice chairman are prescribed in the Bylaws. In addition, the vice chairman serves as a member of the Intercollegiate Athletics Board, presides at Faculty Day, and later as immediate past vice chairman will normally serve as chairman of the Nominations Committee. As the highest elected officer of the Faculty Senate, the vice chairman is expected to serve as the faculty's representative on appropriate matters and occasions. During 1976, Robert W. Newburgh will serve as immediate past vice chairman.

b. Election of two Members of the Executive Committee for 1976 (two-year terms)

Members of the Executive Committee whose terms are ending include: Kenneth D. Patterson (economics), Jesse F. Bone (veterinary medicine)

who is serving in place of George B. Carson (who is on leave), and Lois A. McGill, immediate past vice chairman. Continuing elected members of the Executive Committee for 1976 include Charles W. Cormack (anthropology), Mary W. Kelsey (foods & Nutrition), and Robert W. Newburgh (biochemistry & biophysics) as immediate past vice chairman.

4. Appointments of the Secretary and the Parliamentarian for 1976.

- a. The Executive Committee has appointed Harold C. Dorn as Secretary of the Faculty Senate for 1976 and he has kindly agreed to serve again.
- b. Subject to the Senate's approval, the Executive Committee will name Thurston E. Doler as Senate Parliamentarian for 1976; if approved, he has also kindly agreed to serve again.

5. Personal Health Requirement (Postponed motion 75-321-12) (see p. 11)

At the November 6, 1975 meeting, the Senate voted to postpone until the January meeting voting on Solon Stone's motion to eliminate the Personal Health graduation requirement. (A copy of this motion is attached; also see Minutes 321, p. V.) The motion to postpone followed a report from the Curriculum Committee which supported the proposed elimination of the Health requirement and a report from the Academic Regulations Committee which asked the Senate to defer action until that committee could review the academic Regulations 26 & 27 fully and report to the Senate. Other information was presented to the Senate by W. A. Koski, Head of the Department of Health.

The Executive Committee has received a report dated December 30 from the Academic Regulations Committee containing a draft of revisions in the Institutional Graduation Requirements and presented as a proposed consolidation of AR 26 & 27. The Academic Regulations Committee indicated its desire to refer this draft to all of the academic deans for appropriate review including college/school curriculum committees before the proposal was presented to the Faculty Senate. The draft included several revised statements of graduation requirements under the heading of "General Education." In place of the current requirement in Personal Health, the draft contains the following proposal: "All students must complete one term of course work chosen from a list of courses to expand their knowledge in the area of personal health, community health, mental health, or safe living. The list of courses is printed in the Schedule of Classes on page..." The chairman of the Academic Regulations Committee will be present at the January 15 meeting to respond to possible questions.

The Senate is expected to take appropriate action on the postponed motion 75-321-12.

6. Reports from the Executive Committee and from the Executive Office

B. Reports from the Executive Committee

1. Status of Search Committees for Administrative Appointments

Since the last report made to the Senate on October 9 (regarding the Dean of Veterinary Medicine; see Minutes 75-320, p. III), the executive committee has taken the following actions:

a. Dean of the Graduate School Search Committee

Based on the responses to the executive committee's memorandum of November 12 to the OSU faculty, the committee on December 11 forwarded to President MacVicar and Vice President Young the names of six faculty members and alternates as nominees for appointment to the Graduate School Dean's search committee. A few changes were made in consultation with the executive committee. As soon as the committee is appointed and organized, its membership will be published in the Staff Newsletter.

b. Dean of the College of Liberal Arts Search Committee

In consultation with the President and with the chairman of the Committee on Administrative Appointments, the executive committee is planning procedures to be used in soliciting from all members of the CLA faculty or through their representatives nominations for appointment to the search committee. The executive committee hopes to present its recommendations to the President early in February so that a committee may be appointed and organized well before the end of Winter term.

2. Changes in Membership on the Faculty Senate and on its Committees/Councils

a. School of Education Senator

Because Charles Carpenter is on leave during Winter term 1976, J.F. Hlebichuk has been selected to fill this vacancy during 1976 in accordance with the provisions of the Bylaws, Article V, Section 7.

b. Appointments to Committees and Councils

Because of resignations, leaves or other commitments, the replacements listed below have been made by the Executive Committee:

(1) Graduate Council: A. W. Flath '78 (Vice Krone)

(2) Special Services Committee: C. W. Cormack '77 (Vice Wagner) and G. A. Levine as chairman during 1975-76 (Vice Wagner)

(3) International Education Committee: G. W. Constantine '77 (Vice McClain)

(4) Advancement of Teaching Committee: J. J. O'Connor '78 (Vice Robbins)

3. Reports from the Curriculum Committee and Library Committee. (p. 12)

The executive committee has received two reports:

a. Reporting of Library Facilities in Support of Category I Curricular Proposals (Joint Report from the Library and Curriculum Committees).

Attached is the report dated December 17, 1975 for the Senate's information.

b. Review of Group Process Course Proposals (Curriculum Committee Report)

In a report dated December 17, the executive committee was requested to assist in developing plans for establishing an appropriate advisory group with professional expertise to evaluate course proposals of the type variously identified as "sensitivity", "encounter group", or "process group" courses. The executive committee plans to consider this matter in consultation with representatives of the Curriculum Committee and the Graduate Council.

4. Student's Prerogative for Space in a Course

The executive committee has received the minutes of the Registration and Scheduling Committee recommending a revised statement of the rule adopted on a trial basis for 1975-76 (see Minutes 75-321, p. VI). This matter had been referred by the Senate to the Registration and Scheduling Committee (motion 75-320-3R) on October 9, 1975. The committee had consulted with a number of faculty members before adopting the following proposed revision on December 10:

"A student who meets the published prerequisites and other requirements made explicit in the first class meeting may not have his or her registration cancelled or be forced to drop the course. In extraordinary circumstances, the instructor, upon notifying his or her department head and academic dean, may require the student to drop that course. This does not preclude the cancellation of a course due to low enrollment in accordance with the President's directive on course size."

This proposed revision has been referred to the Academic Regulations Committee for review before a final report is presented to the Faculty Senate for action.

5. Status of Anton's motion 75-316-2TR on Reporting of Senior Grades

As reported to the Senate on December 4 (see Minutes 322, p. IX), the Executive Committee is reviewing the question of the schedule for the reporting of senior grades and for commencement. On December 2, the ASOSU Senate passed by unanimous vote a bill (35-AA-09) recommending "that OSU's present Commencement policy be retained" and offering the ASOSU's assistance "to work in conjunction with the Faculty Senate to minimize this disruption and provide harmony for all." The Executive Committee has drafted a report which includes several alternatives which it intends to present to the Senate at the February meeting.

C. Reports from the Executive Office

1. Supplementary Guidelines on Promotion and Tenure review drafted and referred to the Faculty Status Committee and the Executive Committee

As reported to the Senate on October 9, the Executive Office has drafted "Supplementary Guidelines" to the "General Instructions - Annual Review and Recommendations for Promotion and Tenure" which aim to comply with the provisions of the faculty records laws, Administrative Rules and institutional policies (see Minutes 75-320, p. III). Copies of an initial draft (dated 12-18-75) which included consideration of the Senate's action of June 5, 1975 (motion 75-319-3), were referred for consideration to the Faculty Status Committee, the Executive Committee and to the Council

of Deans. At the same time, a legal opinion was requested from Mr. Edward Branchfield, Assistant Attorney General and Chief Counsel for the OSSHE, regarding several principal questions.

The Attorney General's response dated December 31, ruled that (1) the new statute requires that the faculty member have full access to personal records (upon the faculty member's request but at a convenient/reasonable time) and that this requirement applies to the faculty member's dossier for promotion and tenure; (2) no anonymous or confidential materials may be included in the dossier or personal files and used in the evaluation process (except, as provided in the law, for classroom surveys and for evaluations received prior to July 1, 1975) and that reports of evaluations by faculty personnel committees must reflect each member's evaluation or recorded vote; and (3) the law does not require that written reasons be given by the President for his decisions on promotions and tenure. Following consultations with the Faculty Status Committee, the Executive Committee and the Council of Deans, the executive office is preparing a second draft of "Supplemental Guidelines" which will also be forwarded to these bodies for review before final adoption and implementation.

Although the "Supplemental Guidelines" will not implement the Senate's recommendation of June 5, 1975 which, in part, asked that upon a faculty member's request, the President provide written reasons for his decision, efforts will be made to enhance the opportunity for a faculty member to receive more complete and direct information and counsel regarding the bases for such decisions. The first part of the Senate's motion of June 5, that the President provide a written report to the faculty member of an unfavorable decision, is still under consideration and will be reviewed further with the Faculty Status Committee. Many if not most so-called "unfavorable" decisions are deferrals made with the expectation that the faculty member will later qualify for promotion or tenure. It is questionable whether one or more written records of such action if placed in the faculty member's personal file would be a beneficial addition to the individual's professional record. For "unfavorable" decisions which may result in the termination of a probationary appointment, the rules already provide for written timely notice to the faculty member. For each approved promotion or tenure decision, the faculty member receives a personal letter from the President.

2. Public Hearing on Rules for the Adoption of Rules

The Dean of Faculty attended the public hearing on December 9 (see minutes 75-322, p. X) and recommended the following addition to item 1 (2) (see proposed rule on page 11 of the December 4 "Reports to the Faculty Senate"):

Addition: "(i) Executive Committees of the OSU Faculty Senate and of the OSU Student Senate"

This addition was recommended jointly by the ASOSU President Bill Mumford. The purpose of the proposed addition was to insure that appropriate matters could be referred to the Faculty Senate (or the Student Senate) before formal adoption.

3. ERB Hearings to be continued on January 21

The public hearings held by the Employment Relations Board to consider questions on the composition of the proposed faculty bargaining unit

are scheduled to be continued on January 21 at 9:30 a.m. in MU 105. Other dates also scheduled if needed include January 22, 23, 26 and 27. Notices of the continued hearings will be published in the Staff Newsletter.

4. Status of the OSU Faculty Records Policy

As reported to the Senate on December 4 (see minutes 75-322, p. X), the State Board of Higher Education adopted on November 25 a revised section of the Administrative Rules: Section 42.700 - Board Rules Governing Institutional Regulations Relating to Faculty Records. The Executive Office is comparing the OSU Faculty Records Policy of June 30, 1975 with the revised and approved provisions of the Administrative Rules and will draft appropriate or needed revisions in the institutional policy statement. This draft will be referred to the Faculty Status Committee for review before a public hearing is scheduled and proper notifications are published (see item 2 above). The revised OSU Faculty Records Policy may also include appropriate provisions relating to the annual review process (including provisions regarding promotion and tenure dossiers).

5. Status of Category I Curricular Proposals for 1976-77

Vice Chancellor Romney has acknowledged receipt of the Category I proposals from the President as approved by the Senate on November 6, 1975. Dr. Romney reported that the programs which will require the Board's consideration will be presented to the Board's committee in February and to the Board at its March meeting. The Chancellor is also urgently seeking action by the Coordinating Commission at its March meeting so that approved programs may be included in the 76-77 catalog materials.

FACULTY SENATE MEMBERS

1-1-76

Term expires on December 31 of the year indicated at the head of each column

Names of newly elected members are underlined; those re-elected for a consecutive term are marked by an asterisk. Year in parentheses after name indicates when present or consecutive term(s) began, in January unless otherwise indicated.

1976

1977

1978

AGRICULTURE

F. W. Adams, Ag Chem (75)
D. C. Church, Animal Sci (74)
D. F. Grabe, Ag Crop Sci (76)
I. C. MacSwan, Ext Plant Path (72)
R. G. Petersen, Statistics (74)
H. H. Stoevener, Ag & Res Econ (74)

D. E. Booster, Ag Engr (72)
D. C. England, Animal Sci (72)
J. A. Harper, Poultry Sci (75)
D. R. Long, Ag Engr (75)
A. L. Redman, 4-H Extension (75)
I. J. Tinsley, Ag Chem (72)
M. N. Westwood, Hort (75)
H. W. Youngberg, Ext (75)

W. D. Hohenboken, An Sci (76)
*G. A. Klein, Extension (73)
K. E. Rowe, Statistics (76)
W. E. Sandine, Micro (76)
*R. E. Wrolstad, Food Sci & Tech (75)
*C. T. Youngberg, Soil Sci (75)

BUSINESS

C. F. Gray, Bus Adm (74)
J. L. Rettig, Bus Adm (74)

C. M. Gudger, Bus Adm (75)

P. A. Wells, Office Adm (76)
W. W. Widicus, Bus Adm (76)

EDUCATION

E. L. Dale, Educ (75)
R. E. Stiehl, Educ (74)

C. E. Carpenter, Educ (75)
M. C. Lumpkin, Educ (75)

T. E. Grigsby, Educ (76)
W. N. Suzuki, Educ (76)

ENGINEERING

R. J. Schultz, Civil Engr (74)
R. J. Zaworski, Mech Engr (74)

J. R. Bell, Civil Engr (75)
R. V. Mrazek, Chem Engr (72)
S. A. Stone, Engr (75)

*J. C. Campbell, Ind & Gen Engr (74)
O. D. Osborne, Elect & Comp Engr (76)
C. K. Sollitt, Civil Engr (76)

FORESTRY

W. J. Bublitz, Forest Prod (74)
W. S. Hopkins, Forest Mgmt (74)

K. B. Downing, For Mgmt (75)
R. G. Jackson, Res Rec Mgmt (75)

D. P. Lavender, For Mgmt (76)
M. L. Laver, For Prod (76)

HEALTH & PHYSICAL EDUCATION

R. A. Foster, Health (74)

R. W. Bergstrom, P E (76)
D. E. Campbell, P E (75)

*Lois Pye, P E (73)

1976

HOME ECONOMICS

E. K. Carlson, Deans Office (75)
R. E. Gates, Cloth, Tex, & RA (71)

LIBERAL ARTS

Peter Anton, Philosophy (72)
C. W. Cormack, Anthropol (72)
*J. P. King, Rel Studies (73)
W. C. Potts, English (74)
F. H. Shaw, History (74)
C. F. Warnath, Psych (74)

OCEANOGRAPHY

V. T. Neal (74)

PHARMACY

C. B. Miller (75)

1978

Z. A. Holmes, Foods & Nutr (75)
A. I. Sugawara, Fam Life (75)

D. F. Cruse, Psychology (76)
T. C. Hogg, Anthropol (76)
S. E. Maleug, Mod Lang (76)
T. C. McClintock, History (76)
S. E. Shively, Sociology (76)

SCIENCE

J. C. Decius, Chemistry (74)
Irvin Isenberg, Bio/Bio (74)
D. J. Reed, Bio/Bio (Fall 73)
A. B. Scott, Chemistry (74)
D. P. Shoemaker, Chemistry (76)

F. F. Hermann, Phrm Sci (75)

J. S. Allen, Jr (76)
G. H. Ketter (76)

L. R. Strandberg, Phrm Sci (76)

H. D. Brunk, Statistics (75)
D. H. Carlson, Math (72)
Harry Freund, Chemistry (72)
L. W. Parks, Micro (75)
W. H. Slabaugh, Chem (75)
A. L. Wasserman, Physics (75)

R. R. Becker, Bio/Bio (76)
Joel Davis, Math (76)
F. W. Decker, Atmos Sci (76)
R. S. Quatrano, Botany (76)
*T. D. Thomas, Chem (75)

VETERINARY MEDICINE

N. M. Patton (76)

LIBRARY

K. A. Hsieh (74)

R. M. Donnell (75)

ROTC

L. G. Eddingfield, NROTC (75)
C. R. Nelson AFROTC (75)

Department of
Food Science
and Technology



Corvallis, Oregon 97331 (503) 754-3131

December 8, 1975

TO: Members of the Faculty Senate

FROM: Nominations Committee (Kenton L. Chambers, John C. Campbell, Walter C. Foreman and Lois A. McGill)

SUBJECT: Nominations for Vice Chairman and Executive Committee Members

The Nominations Committee met on Tuesday, December 2, 1975 to develop a slate of candidates for Vice Chairman and Executive Committee positions. Our candidates are the following (they have agreed to serve if elected):

For Vice Chairman (one-year term)

Kenneth D. Patterson, Economics
Solon A. Stone, Engineering

For Executive Committee (two to be elected; two-year terms)

Dean E. Booster, Agricultural Engineering
Roger G. Petersen, Statistics
Lois Pye, Physical Education
Ruth E. Stiehl, Education

It is our recommendation that the senate adopt the following procedures for the election:

- 1) The election of the Vice Chairman shall be by a plurality vote, that is, the candidate receiving the most votes shall be elected.
- 2) The name(s) of the unsuccessful candidate(s) for the position of Vice Chairman shall be added to the list of nominees for membership on the Executive Committee (unless the individual is already a member). The two nominees receiving the most votes shall be elected.

Brief vita of the nominees are attached.

Nominations Committee - Candidate's VitaFor Vice Chairman:

Kenneth D. Patterson, Professor of Economics. Faculty Senate, 1972-74, 75- ; Executive Committee 74-75; Council on Curriculum and Academic Policy 64-65; Administrative Appointments Committee 72-75, chrm 73-74; Registration and Scheduling Committee 62-65; Facilities Planning and Use Committee 66- .

Solon A. Stone, Professor of Electrical & Computer Engineering. Faculty Senate, 1968-73, 75-77; Executive Committee 71-72; Advancement of Teaching Committee 64-67, chrm 65-67; Faculty Status Committee 69-72, chrm 69-71; Fiscal Priorities & Long Range Planning Committee 74- .

For the Executive Committee:

Dean E. Booster, Professor of Agricultural Engineering. Faculty Senate 72-74, 75-77; Academic Deficiencies Committee 65-68; Financial Aid Committee 68-71, chrm 69-71; Scholarships Committee 64-69, chrm 68-69; Commencement Week Committee 65- ; Traffic Committee 75- ; Student Services Advisory Council 71-72.

Roger G. Petersen, Professor of Statistics. Faculty Senate 60-62, 74-76; Graduate Admissions Committee 65-68; Faculty Economic Welfare Committee 70-72; Graduate Council 73-76; President's Task Force on Physical Recreation 71-72; Board of Physical Recreation 73- .

Lois Pye, Assistant Professor of Physical Education. Faculty Senate, 1965-66, 69-71, 73-75, 75-77; Student Recognition and Awards Committee, 1965-67; Student-Faculty Council on Academic Affairs, 1970-72; Faculty Status Committee, 1971-74; Financial Aid-Scholarships Subcommittee, 1971-73, 75- ; Nominations Committee, 74-75.

Ruth E. Stiehl, Assistant Professor of Education. Faculty Senate 74-76; Recreational Sports Committee 73-76, chrm 74-75.

(Motion 75-321-12 presented to the Faculty Senate by Solon Stone on 11-6-75)

PERSONAL HEALTH REQUIREMENT

Background

- I. During the 1969-70 academic year, more specifically on May 29, 1970, the Faculty Senate voted "that hygiene [personal health] be discontinued as a graduation requirement." The recommendation to change this graduation requirement came from the Council on Curriculum and Academic Policy and was considered during the same meeting in which changes were recommended in the English composition and physical education requirements.
- II. The State Board of Higher Education at its July 27, 1970 meeting denied the hygiene requirement change. The changes in English composition and physical education requirements were approved on a trial basis for 1970-71. (They are still in effect.)
- III. From fall term 1970 until now, no one credit-hour hygiene [personal health] courses have been offered. Previous to this, there were one, two, and three credit courses offered. No announcement, approval or hint that this unilateral increase in credit-hour requirement for hygiene [personal health] was forthcoming. Only the one term requirement remained after the Board action.
- IV. The public school programs in hygiene [personal health] have improved considerably since 1970. Most children have been exposed to a broader, more in-depth treatment of this area at an earlier age than would have been contemplated previous to, say, 1970.
- V. The State Board at its June 24, 1975 meeting approved the elimination of the hygiene [personal health] requirement at Eastern Oregon State College.

Motion

Considering the above and the questionable need which exists for the personal health requirement, especially at this time, or in the immediate future, the Faculty Senate votes

- A. To terminate the personal health graduation requirement for students graduating after spring term 1976;
- B. To require that the two or three credit-hours now used to satisfy the personal health requirement be changed to free electives in all university programs;
- C. If possible, to have the approval for part A completed by the State Board, if approved, in time to be shown in the 1976-77 OSU Bulletin, and General Catalog (January 1976).
- D. To prohibit any changes in personal health or hygiene courses which modify the present credit-hour requirements without the approval of the University Curriculum Committee should part A not be approved at a level above the Faculty Senate.

Curriculum Coordination



Corvallis, Oregon 97331 (503) 754-3711

December 17, 1975

TO: Executive Committee of the Faculty Senate
David B. Nicodemus, Chairman

FROM: University Curriculum Committee *Frank Ligon*
Frank Ligon, Executive Secretary

University Library Committee
John H. Block, Chairperson *John H. Block*

SUBJECT: Reporting of Library Facilities in Support
of Category I Curricular Proposals

The University Library Committee and University Curriculum Committee wish to report jointly to the Faculty Senate that the two committees have adopted the following operating procedure, relative to the reporting of information on the library facilities, in support of Category I program proposals. This procedure is to apply to the Category I curricular proposals for 1977-78, which are due in the University Curriculum Committee office July 1, 1976.

1. A statement from the Director of Libraries is to be attached to each Category I proposal submitted to the University Curriculum Committee, indicating present library support for the program and future needs.
2. Consideration of any proposal will be deferred by the Curriculum Committee until the Director's statement is provided.

As defined by the Chancellor's Office, Category I proposals consist of new major programs, new areas of specialization for existing programs, or significant changes in the degree requirements for existing programs.

The Curriculum Committee and the Library have endeavored in the past to maintain liaison concerning library facilities to support proposed programs or modifications. The necessary information, however, has often been too late to be as valuable as it ought to be in the review process, since the proposals have been sent to the Director for his review during the summer after they have been received in the Curriculum Committee office in July.

The two committees expect that the new procedure will substantially improve the gathering of this information, which is a necessary part of the Category I proposals as they are forwarded to the Office of the Chancellor and the State Board.

This report is submitted to the Senate for its information.

February 5, 1976

A. Agenda for the Senate Meeting: Thursday, February 5, 3:30 p.m. Cordley Hall 1109

PLEASE NOTE: Change in meeting place this month to Cordley Auditorium.

As published in the January 29 issue of the Staff Newsletter, the agenda will include the reports and other items listed below. To be approved are the Minutes of the January 15 meeting (76-323) as published in the January 22 issue of the Staff Newsletter Appendix.

1. Reporting of Senior Grades - Anton's Motion (75-316-2 TR) of March 6, 1975

On March 6, 1975, Professor Anton made the following motion "that the date specified for report of final grades to the Registrar applies to all grades, including those of graduating seniors"; the motion was seconded and tabled (see Minutes 316, p. XX). On April 10, Anton's motion was taken from the table and referred to the Executive Committee (see Minutes 317, p. XXVI). The Executive Committee reported its review of this question to the Senate on October 9 (see Minutes 320, p. III), on December 4, 1975 (see Minutes 322, p. IX), and on January 15, 1976 (see Minutes 323, p. XII).

Attached is a memorandum dated January 26 from the Executive Committee to the Faculty Senate which includes a suggested alternative or substitute motion aimed to minimize disruption. The Executive Committee did not reach a consensus recommendation to present to the Senate but offers the alternative motion for consideration if the Senate prefers not to vote directly and only on Anton's motion. (see pp. 3-9)

2. Reports from the Executive Committee and from the Executive Office

B. Reports from the Executive Committee

1. Status of Administrative Appointments Search Committees

a. Dean of the Graduate School

The membership of the Search Committee for the position of Dean of the Graduate School was published in the January 29 issue of the Staff Newsletter (see p. 69). The announcement invited suggestions concerning the committee and its functions to be sent to the chairman, James R. Welty, Mechanical Engineering.

b. Dean of the College of Liberal Arts

On January 22, the Executive Committee met with CLA Senators and members of the CLA Policy Committee to develop procedures for soliciting nominations of faculty to be appointed to the Search Committee. The CLA representatives agreed to send the names of at least 15 candidates to the Executive Committee by February 23. The Executive Committee will then forward its nominees to the President.

2. Report of the Academic Advising Committee for 1974-75 (see pp. 10, 11)

Attached is the Report of the Committee on Academic Advising for 1974-75. The report includes no recommendations for Senate action at this time. The three Attachments referred to in the report are not included, but

2.

copies are available from either the 1974-75 chairman, Stephen Love, the 1975-76 chairman, Jean Severeide, or the Dean of Faculty.

3. Reports on Intercollegiate Athletics Scheduled for March 4 Senate Meeting

The Director of Women's Intercollegiate Athletics, Sandy Neeley, and the Faculty Representative to the PAC-8 and NCAA and Intercollegiate Athletics Board member, Jack Davis, have been invited to report to the Senate at its March 4 meeting on the status of their programs and related matters of general interest to the faculty. These reports are in keeping with the Senate's action of January 15, 1970 requesting annual reports on Intercollegiate Athletics (see Minutes 258, p. xxiii).

C. Reports from the Executive Office

1. ERB Hearings to be continued on March 8

Continued hearings by the Employment Relations Board were held on January 21, 22, 23, 26 and 27 to hear petitions and objections regarding the composition of the proposed collective bargaining unit for OSU faculty. The hearings started on December 8 and 10. A third set of dates for continued hearings is scheduled starting on March 8 at 9:30 a.m. in MU 105, and will continue on March 9, 10 and/or 15. Further announcements will be published in the Staff Newsletter on or before March 4.

2. Supplemental Guidelines to the General Instructions

As published in the January 29 issue of the Staff Newsletter (see p. 67), Supplemental Guidelines dated 1-21-76 have been issued by the Executive Office which outline requirements relating to the faculty records law which must be followed in making appropriate revisions to the General Instructions for the Annual Review and Recommendations for Promotion and Tenure. The Supplemental Guidelines were prepared following consultations with the Faculty Status Committee and the Executive Committee and are based on rulings from the Attorney General's Office (see Minutes 323, p. XIII).

Copies of the Supplemental Guidelines have been distributed to deans, directors, department heads and chairmen; copies have also been placed in the Reserve Book Room or may be obtained from the Dean of Faculty.

3. Proposed Administrative Reorganization of the Forest Management Department

The School of Forestry has requested approval of plans to reorganize the present Department of Forest Management into two units, one with the present designation and the second to be the Department of Forest Science. All current undergraduate curricula and courses would remain in the Forest Management Department as would the segment of the graduate programs relating to forest management and economics. The remainder of the graduate programs, principally those related to forest genetics, physiology and ecology, would be under the new Department of Forest Science with majors for the M.S., M.F., and Ph.D. degrees. No new courses, programs, or thesis areas are proposed, planned or implied. The reorganization into two departments is proposed only to provide more effective administration of the wide range of programs now under a single large department. This proposal for a new Forest Science (FS) major program and degree designator has been forwarded to the Graduate Council and to the Curriculum Committee.

January 26, 1976

To: Members of the Faculty Senate, OSU
From: Executive Committee, Faculty Senate
Re: Motion 75-316-2TR by Professor Peter Anton

The following motion was presented to the Senate on March 6, 1975 and later referred to the Executive Committee for its review and recommendations:

"The date specified for report of final grades to the registrar applies to all grades, including those of graduating seniors."

The Executive Committee of the OSU Faculty Senate met with the Commencement Week Committee, held an open meeting that was announced in the Staff Newsletter and the Barometer, and received unsolicited letters concerning the above motion. As might be expected, opinions are divided concerning the above motion. The purpose of this memorandum is to provide to you the information we received in the hope that this will provide a basis for an early vote by the senate.

The Commencement at OSU is one at which the graduating student receives a final diploma indicating completion of the requirements for a particular degree. This procedure is traditional and considered by some to be symbolic of this particular university. In order to accomplish this it is necessary that senior grades be provided to the registrar at least five days prior to the date of Commencement. Since the current date is the Sunday prior to final week this means that senior grades are due no later than Monday or Tuesday of dead week. If the above motion were to become reality it means that the format of Commencement would have to be drastically changed or if the format (i.e. presentation of individual diplomas) remained the same, the date of Commencement would have to be moved to a date at least five days after final week.

The arguments to continue the current practice are several but tend to emphasize that the traditional commencement at OSU is one that is important to students, alumni, and parents. It is one that means something to these segments of the university and is indicative of a personal interest by the faculty and administration.

The ASOSU Senate on December 2, 1975 unanimously supported continuation of the current commencement procedure. The reasons for this action are stated in the attached copy of the ASOSU Senate Bill 35-AA-09 with a cover letter dated December 4 from Cleora Adams, ASOSU 1st vice president. (see pp. 6-8)

In addition, the ASOSU Senate agreed to work in conjunction with the Faculty Senate to minimize the disruption of classes at the end of Spring Term.

The arguments to change the present practice are several but involve two general areas. One is the disruption of teaching programs and the other that of academic soundness. In the latter area the question is one of what is fair and what is not. If early grades are provided for one segment of a class, is this equitable to all students. Not only is this true for students enrolled in spring term but also is a "privilege" not accorded to those students completing their requirements in a term other than the spring term.

The argument of disruption of teaching programs is likely a more persuasive one particularly in certain kinds of classes. The current practice means at least a shortening of the term for graduating students by a minimum of one week not counting final week. This may be particularly disruptive in laboratory courses and small classes. It means that students are exposed to only part of the learning experience that traditionally they are held accountable for.

Some efforts have been made to minimize the disruption by the policy (as published by the executive office) that "graduating students will be expected to attend and participate as members of their classes" through dead week. The enforcement and observance of this policy has not generally been effective. Additional disruptions have been reported by the Examinations Committee which are caused by violations of the Final Week policies (see attached copy of page 109 from the April 25, 1975 issue of the Staff Newsletter). Disruptions could probably be reduced if faculty members and their department heads would assume more responsibility for the observance of these published policies. (see p. 10)

As might be expected the Executive Committee of the Faculty Senate is like the faculty itself divided. It appears that three alternatives exist:

1. A vote for the motion;
2. A vote against the motion;
3. Or, an alternative or substitute motion:
 - a. A tentative minimum grade for seniors will be reported to the registrar by Monday of the dead week of spring term. This grade is to be based on the work completed at that time. If the student wishes to change this grade by completing the remaining requirements (including the final examination) this is permitted. If the result is a change in the grade, the instructor will submit a grade change to the registrar and this will be noted on the permanent record of the student.
 - b. If the satisfactory completion of a course is contingent upon class attendance, participation and performance during dead week after the submission of a tentative minimum grade, the student is expected to satisfy this requirement. If this requirement is not met, the instructor has the option to submit a lower grade than the tentative minimum grade. This will be entered on the student's record. The attendance/participation requirement during dead week in the final course grading is to be announced on the first day of spring term classes and published in the Schedule of Classes.

The alternative or substitute motion, suggested above, has been referred to the Registrar for comments on the feasibility of the proposal. The Registrar's preliminary comments are as follows:

1. It is assumed that grade changes from the tentative minimum grade could only be upward.
2. There would be a need for a clearly understood deadline for reporting to the Registrar's Office a lower grade due to lack of or inadequate

attendance. The deadline should be 4:30 p.m. on Wednesday of Dead Week to provide time to do the following:

- a. Officially notify students who may have become ineligible for graduation.
 - b. Obtain approval formally from the Academic Requirements Committee and the Faculty Senate for the list of degree candidates.
 - c. Finalize detailed planning for the Commencement ceremony.
3. We recommend that the procedure for confirming a lower grade be through the regular change of grade card which would provide the opportunity and responsibility for checking the effect on departmental and college/school graduation requirements before the card reaches the Registrar's Office for checking on the effect on institutional graduation requirements.

ASOSU

MEMORIAL UNION
CORVALLIS, OREGON 97331
(503) 754-2593

OREGON STATE UNIVERSITY
ASSOCIATED STUDENTS

December 4, 1975

Dean Nicodemus
Chairman of Faculty Senate

Dear Dean Nicodemus:

ASOSU Senate has again looked at the question of reporting of Senior Spring term grades and on Dec. 2, 1975, passed 35-AA-09 by an unanimous vote. A copy of the amended bill is enclosed.

Reporting Senior Spring grades: 35-AA-09 supports the present commencement policy for the following reasons:

- OSU graduates already have a job disadvantage when competing with those graduates whose schools have commencement in May.
- many housing contracts require vacation of the domain immediately after finals week and participants in a later commencement would be forced to bear additional living expenses.
- the present policy allows non-graduating students and other members of the University to participate in commencement activities with the graduates.
- OSU is unique for major universities in that each graduate receives his individual diploma and this makes commencement much more meaningful.
- a survey taken last year shows 142 of 146 students are in favor of the present policy.

35-AA-09 also states that ASOSU will work in conjunction with faculty Senate to minimize the disruption of classes at the end of Spring term.

The 1974-75 ASOSU Senate also unanimously passed a similar bill.

Sincerely,

Cleora Adams

Cleora Adams,
ASOSU 1st Vice President

CA:db

cc: Robert Newburgh
Bill Mumford
Nancy Jackson

REPORTING OF SENIOR SPRING TERM GRADES

WHEREAS the present Commencement exercises at Oregon State University are an instrumental function of disruption in classes at the end of Spring Term.

WHEREAS the Executive Committee of Faculty Senate is now considering a motion introduced by Professor Anton at the March 6, 1975 meeting of Faculty Senate "that the date specified for report of all final grades to the Registrar applies to all grades, including those of graduating seniors."

WHEREAS this motion was made without regard to Commencement.

WHEREAS OSU graduates already have a job disadvantage in that many other colleges and Universities have commencement in May, allowing their graduates to be employed earlier.

WHEREAS, Seniors have stated on their resumes that they are available for work June 7, 1976, the day after commencement exercises.

WHEREAS a recent survey showed that 142 out of 146 OSU students were in favor of maintaining our present Commencement Policy.

WHEREAS the University Housing Contract, College Inn Contract and many landlord/tenant agreements require vacation of the domain immediately after Finals week; participants in a later Commencement would be forced to bear additional living expenses.

WHEREAS Commencement should be held before the completion of Spring Term so that: non-graduating students can congratulate graduating seniors; the chorus, orchestra, and ROTC can participate; and more faculty can attend.

WHEREAS last year's ASOSU Senate passed a similar bill by a unanimous vote.

WHEREAS Oregon State University is unique in major universities in that each graduate receives his diploma at Commencement.

WHEREAS Commencement represents the achievement of a long-worked-for goal which is symbolized by the receiving of individual diplomas.

WHEREAS this tradition in the past has created good feelings towards OSU on the part of those seniors graduating from this institution.

-2-

BE IT HEREBY RESOLVED THAT ASOSU recommend to Faculty Senate that Oregon State University's present Commencement policy be retained.

BE IT FURTHER RESOLVED THAT in recognition of the disruption at the end of Spring Term, ASOSU will make every attempt to work in conjunction with Faculty Senate to minimize this disruption and provide harmony for all.

Ann Daneke
2nd Vice President



Department of Information,
Administrative Services 416

April 25, 1975
Vol. 14 No. 27

June 8 Commencement plans announced

The 1975 Commencement exercises will be held Sunday, June 8, at 2 p.m. in Gill Coliseum. Upon the recommendation of the Commencement Week Committee the Executive Office has announced the continuation for 1975 of the same commencement schedule and policies which have been in effect for the past several years.

Grades for seniors and others who intend to graduate will be due in the Registrar's Office by 12 noon on Monday, June 2. Although these students thereby are excused from regular final examinations during final week, they may be subject, at their instructors' discretion, to examinations or other forms of evaluation during any scheduled class periods through May 30. Also, graduating students will be expected to attend and participate as members of their classes through June 6.

The Commencement program will include presentation of Distinguished Service Awards. Commissioning ceremonies for ROTC graduates will be scheduled separately.

Upon the recommendations of the Commencement Week Committee, the Executive Office is requesting that the total number of faculty members participating in the academic procession be equivalent to one per academic department. Each dean or director has been asked to identify those who will be representing each college or school. Others will be asked to assist as marshals and ushers. A memorandum is being sent to all members of the academic staff to determine those who will be participating in the 1975 commencement and those who desire commencement tickets if additional tickets become available.

FINAL WEEK POLICIES

The Executive Office reminds all faculty members and administrators of academic units of (1) the provisions of Academic Regulation 16--Final Week as published on page 10 of the 1974-75 *Schedule of Classes*, and (2) the Final Week Schedule for 1974-75 on page 100 of the same document. If a final examination is to be held at other than the regularly scheduled time, requests for changes shall be submitted to the Examinations Committee; changes in rooms shall be requested through the deans and assigned by the Schedule Clerk, Registrar's Office.

The Examinations Committee has reported several violations during Winter Term 1975 of the Final Week Regulations. These violations include unauthorized scheduling of final examinations during the week preceding finals week and also unauthorized changes in times and places (including the use of the Library) for final examinations during finals week.

The University regulations for Final Examinations are developed to support the needs and best interests of all students and faculty members; the careful observance of these regulations by every member of the academic staff is requested and expected.

University to observe Law Day, May 1

The University will observe the 18th Anniversary of Law Day, May 1, with a program presented at 12:30 p.m. in MU 105 by the Department of Political Science. The guest speaker will be James R. Klonoski, professor of public law, Department of Political Science, University of Oregon, whose subject will be "The Law of Civil Rights and Civil Liberties."

The dual celebration with the Bicentennial rededicates through the theme "Justice through Law" the role of law and our legal heritage in the struggle for equal justice for all.

(continued on page 112)

Report of the Committee

On Academic Advising

1974 - 1975

I. BACKGROUND AND PROCEDURE

- A. Authority: The Committee on Academic Advising was established by the Faculty on June 4, 1970.
- B. Responsibility: The Committee on Academic Advising reviews and recommends policies and programs which facilitate students' progress by orientation, academic advising, and vocational planning. Recommended policies are submitted to the Faculty Senate for approval by the University administration.

C. Membership

Faculty

Stephen F. Love, '75, Ind. Engr. Chrm.
 Jean C. Severide, '75, Educ.
 Ken G. Naffziger, '76, Counselling
 Alan A. Munro, '77, Art

Students

Karen Schumacher, LA
 Brian Dalziel, For
 Barbara Pyper, H. Ec.
 Richard Brooks, Sci

Ex Officio Members

Morton Fross, Director of Advising, CLA
 Donna Cruse, Assistant Dean, CLA
 Stuart Knapp, Dean, Undergraduate Studies

D. Scope of Committee Activities

During the academic year 1974-75, the committee focused its attention on the information aspects of advising. Specifically, disparity between the demands for advising information (generated by students or for students by their advisors) and the supply of that information was, and is, perceived to exist. Believing that it is the function of the advising system to provide easy access to such information, the committee attempted to improve the match between supply and demand of same. It was hoped that at least two problems which might be alleviated by taking such a systems approach to advising information would be:

- (i) a duplication of effort among organizations and individuals involved in the supply of information; and
- (ii) a general lack of knowledge on the part of the advisor as to how to expediently obtain the information necessary to perform his function.

The committee then developed a description of the present information system in the form of two documents:

- (1) An information matrix the rows of which indicate the demand (characterized by frequently desired types) for information of a specific nature, and the columns of which represent existing sources of such information. The sources include a host of offices, programs, publications and other media. An entry in this matrix designates a flow of information under the present system. Attachment I is the matrix in its present form, missing responses from only a few of the sources polled during 1975.
- (2) An "advising information yellow pages". This is a directory of responsible persons associated with the information sources in the matrix described above. Attachment II shows this "source list" in its current form.

II. RECOMMENDATIONS TO THE FACULTY SENATE

None at this time, pending completion of this project by the 1975-76 Academic Advising Committee.

III. RECOMMENDATIONS FOR FURTHER WORK OF THE ACADEMIC ADVISING COMMITTEE

- A. The documents shown as Attachments I and II can be further refined, for three purposes:
 - (i) as a documentation of the advising information system in existence at OSU currently;
 - (ii) as a basis for improved design of the information system; and
 - (iii) as a prototype of a document which might be updated annually and disseminated to advisors (see recommendation B below).

The new chairperson will be sent the completed questionnaires (see Attachment III) which were sent to responsible persons associated with the sources listed in the matrix (Attachment I). All were heard from except the following.

<u>NO.</u>	<u>NAME</u>	<u>SOURCES (MATRIX COLUMNS)</u>
2	Franz Haun	a) new student program office
6	Sam Bailey	a) Department of Information b) Staff Newsletter
12	John Dunn	a) liberal studies program
16	William P. Stephan	a) Student Health Center

- B. Entertain the possibility of recommending to the faculty senate that a document such as Attachments I and II be updated annually and disseminated to all academic advisors and other locations accessible to students in need of such information.

A. Agenda for the Senate Meeting on Thursday, March 4, 3:30 p.m., Withycombe 101

As published in the February 26 issue of the Staff Newsletter, the agenda will include the reports and other items listed below. To be approved are the Minutes of the Senate Meeting (75-324) of February 5 as published in the February 12 issue of the Staff Newsletter Appendix.

1. Status Report of Fiscal Priorities and Long Range Planning Comm. E.E. Easton

On May 1, 1975, the Senate strongly endorsed the recommendations included in the report dated April 21 of the Fiscal Priorities and Long Range Planning Committee (motion 75-318-1; see Minutes 75-318, p. XXVII). A principal purpose of the recommendations was to strengthen support of scholarly pursuits by faculties in the College of Liberal Arts. The status of subsequent actions toward implementation of the committee's and Senate's recommendations will be presented in this report.

2. Reports of Intercollegiate Athletics Programs

J. R. Davis and
F. S. Neeley

In addition to the annual report made to the Senate by the institutional Faculty Representative to the PAC-8 and NCAA and member of the Board of Intercollegiate Athletics, John R. Davis, a similar report will be made by the Director of Women's Intercollegiate Athletics, F. Sandy Neeley. These reports will deal with the present status and future planning for intercollegiate athletics programs and policies at OSU. Such reports were initiated by action of the Faculty Senate on January 15, 1970 (see Minutes 258, pp. xxii, xxiii); last year's report was presented on March 6, 1975 (see Minutes 75-316, p. XX).

3. General Education Proposal (see pp. 4-6)

S. A. Stone

Attached is a report dated February 20, 1976 with recommendations from three faculty members, S. A. Stone, M. J. Woodburn, and T. C. McClintock, who have either served on or participated with the ad-hoc Committee on General Education. Earlier proposals were presented or reported to the Senate on December 7, 1972 (see Minutes 292, p. XV), and on October 11, 1973 (see Minutes 300, p. I). The Executive Committee invites full discussion of the present report on March 4, but recommends that the Senate defer action on the specific recommendations until the April Senate meeting in order to provide more adequate opportunities for review by all appropriate individuals and groups, including the Curriculum Committee.

4. Reports from the Executive Committee and from the Executive Office

B. Reports from the Executive Committee

1. Recommendations on Faculty Salary Adjustment Guidelines for 1976-77 (pp. 7-10)

The Executive Committee received copies of a memorandum dated February 11 from the Dean of Faculty inviting recommendations from the Senate's committees on Faculty Economic Welfare and on Fiscal Priorities and Long Range Planning. The Executive Committee also received copies of the re-

sponses from each of the two committees. Copies of these communications are attached. The Executive Committee has invited the chairmen of the two committees to attend the March 4 Senate meeting to respond to possible questions regarding their reports. (Also see item B-3 below.)

2. Status of the CLA Dean's Search Committee and proposed early appointments to the Committee on Administrative Appointments

As reported to the Senate on January 15 (see Minutes 75-323, p. XII), the Executive Committee met on January 22 with CLA Senators and members of the CLA Policy Committee to initiate plans for soliciting nominations from CLA faculty members for faculty appointments to the Search Committee. On February 16, the Executive Committee received a report and recommendations from the CLA representatives. Several meetings have been held with the President to provide consultation as required by the Senate's standing rules. As soon as the final appointments are made, the membership of the Search Committee will be published in the Staff Newsletter.

Because of the current and pending workload imposed on members of the Committee on Administrative Appointments, several of whom are currently serving on two search committees, the Executive Committee recommends for the Senate's approval the names of two faculty members to be appointed now to the Committee on Administrative Appointments with the understanding that these early appointments would start immediately and extend for regular three-year terms through 1978-79. Similar early appointments were approved by the Senate on April 6, 1972 (motion 285-2; see Minutes 285, p. XXXIV) at a time when three search committees were needed. The following two faculty members have agreed to serve if their appointments are approved by the Senate:

Irvin Isenberg, Professor of Biophysics
Barbara M. Coles, Assistant Professor of Veterinary Medicine

Continuing members of the Administrative Appointments Committee include:

Robert F. Cain '77, chrm, Professor of Food Science & Technology
Dorothy M. East '76, Associate Professor of Foods & Nutrition
John D. Lattin '76, Professor of Entomology
Albert L. Leeland '77, Professor of Education
W. Thomas Hall '78, Assistant Professor of History
Walter S. Hopkins '78, Associate Professor of Forest Management

3. Administrative Reorganization of Forest Management

At its meeting on February 23, the Executive Committee was advised that the Curriculum Committee had reviewed and on February 10 approved the proposed reorganization of Forest Management which was reported to the Senate on February 5 (see Minutes 75-324, p. XVI). The proposal was also approved by the Graduate Council on January 22. The proposal was forwarded to the Chancellor's Office for appropriate action.

4. Status of Senate's action on Reporting of Senior Grades

On February 5, the Senate approved Anton's motion of March 6, 1975 that "the dates specified for report of final grades to the registrar applies to all grades, including those of graduating seniors." This action was reported to the executive office and was reviewed by the University Cabinet

at its meeting on February 10. The executive committee expects further review by the University Cabinet in March before final decisions are made by the President.

C. Reports from the Executive Office

1. Status of Category I Curricular Proposals for 1976-77

At its meeting on February 24, the Board's Committee on Instruction, Research, and Public Service Programs reviewed and approved the Category I curricular proposals from OSU including: Certificate in Human Services; B. S. Degree in Biology; Reorganization of Forest Management with a new Department of Forest Science with M.S., M.F., and Ph.D. programs. These proposals will be recommended for approval by the full Board at its next regular meeting.

2. Continued ERB Hearings Scheduled

The hearings which started on December 8, 10, and which continued on January 21-23, and 26-27 (see Staff Newsletters of November 21 and January 22), are scheduled to resume on March 8, starting at 9:30 a.m. in MU 105. These hearings are to hear petitions and objections to the composition of the proposed collective bargaining unit for OSU faculty. Additional hearing dates, scheduled by the Employment Relations Board are March 9, 10 and/or 15 (see February 26 issue of the Staff Newsletter).

3. Guidelines for Academic Salary Adjustments and Schedule for Preparation of Operating Budget Proposals for 1976-77

The Office of Budgets and Personnel Services has distributed budget worksheets and instructions (dated 2-25-76) for the preparation of budget and salary recommendations for 1976-77. Departmental and college/school recommendations are to be completed by March 15-26 and the completed institutional budget proposals are due in the Board's office by May 3.

Institutional guidelines for academic salary adjustments (dated 2-26-76) have been prepared and distributed following consultations with deans and Faculty Senate committees (see item B-1, above). These guidelines are essentially the same as those used for 1975-76 except that the average across-the-board adjustments for faculty providing fully satisfactory service will be 6%. Average total salary increases will be 10%. Copies of these guidelines have been sent to each department head and dean; additional copies have been placed in the Reserve Book Room in the Library.

School of Engineering



Corvallis, Oregon 97331 (503) 754-1525

February 20, 1976

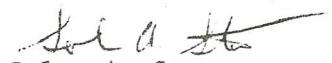
TO: D. B. Nicodemus, Chairman
Faculty Senate Executive Committee
Campus

SUBJECT: General Education Proposal

General education has been a topic of much discussion on this campus for a number of years. Two attempts were made to gain acceptance of a General Education Program, and each attempt failed.

Tom McClintock, Margy Woodburn and I feel that many features of the second proposal were desirable and should be incorporated into all curricula of the University. We feel there were other undesirable aspects which, if abandoned, would not hinder the concept of general education.

The attached proposal should be introduced at the March 4, 1976 meeting of the Faculty Senate. I will draft further material relative to the proposal if the Executive Committee believes it desirable to do so. One of the three proposers will gladly enter the proposal on March 4.



Solon A. Stone

SAS:ch
Att.

GENERAL EDUCATION

The attached General Education Proposal is being submitted for consideration by the Faculty Senate and/or appropriate University committees. It contains some features of the 1973-74 (second) General Education proposal but deletes those features that seemed to be undesirable to most faculty - e.g., an administrative structure and course lists.

Many people in the University community talk about general education as a needed component in all baccalaureate programs. This proposal would place a "general education" requirement in all baccalaureate degree programs under the control of curriculum committees at the department, college/school, and university levels.

It should be noted that the University's English Composition requirement is incorporated into this proposal. However, physical education and personal health are left as separate University graduation requirements.

The University Curriculum Committee would have the responsibility to make certain that all present and proposed baccalaureate degree programs in the University include these "general education" features. This responsibility would include approval of deviations which, in the committee's judgment, would be necessary for a particular degree program and did not depart significantly from the purposes of the "general education" requirements.

The incorporation into degree programs of a "general education" requirement without new administrative structures or procedures is a relatively simple process. Assigning to the University Curriculum Committee and school and college curriculum committees the implementation and enforcement of this new requirement should result in very minimal, if any, administrative problems.

If the requirement is added to our curricula, students who wish to transfer to Oregon State University would know in advance about it. Since there are no course lists, it would be very easy for them to take courses at other institutions which could be used to satisfy all or part of the requirement.

It is proposed to the Faculty Senate and/or appropriate University committees that:

1. The curricula for all baccalaureate degree programs be, in part, composed of a "general education" requirement with the following components:
 - a. Physical, biological and mathematical sciences 15 credit hour minimum
 - b. Humanities and Arts 12 credit hour minimum
 - c. Social Sciences 12 credit hour minimum
 - d. Communications (including English composition) 9 credit hour minimum
2. The University Curriculum Committee be responsible for approving new curricula which satisfy 1 above or approve deviations which in their judgment make an academically sound program for the particular area.
3. All existing curricula be brought into agreement with 1 above in terms of the Catalog within three years of the fall quarter following adoption of this "general education" program. (Within seven years "all" students graduating from the institution will have followed a curriculum with "general education" requirements.)
4. No new administrative structure or general lists of courses at the university level be imposed to accomplish "general education."

Submitted by:

Tom McClintock
Solon A. Stone
Margy Woodburn

OREGON STATE UNIVERSITY

CORVALLIS, OREGON 97331

OFFICE OF THE DEAN OF FACULTY

February 11, 1976

MEMORANDUM

To: Faculty Economic Welfare Committee
Richard E. Towey, Chairman

Fiscal Priorities and Long Range Planning Committee
Edison E. Easton, Chairman

From: D. B. Nicodemus, Dean of Faculty *DBN*

Subject: Policy for Faculty Salary Adjustments for 1976-77:
Request for Recommendations

Attached is information concerning the expected 10 percent average salary increase for academic staff for 1976-77 and the recommendation of "6 percent as a normal minimum increase for...fully satisfactory service." These matters will be reviewed by the Board's committee on February 24.

The Chancellor's Office has asked us to initiate our plans and schedule for budget preparation. Institutional budgets are due by May 3 which means that departmental and school salary recommendations will be needed very soon, probably by early or mid-March.

The proposed policy for 1976-77 salary adjustments appears to be consistent with your committee's very excellent and helpful report of last year. If your committee wishes to modify that report or make additional recommendations for 1976-77, we would welcome your advice and recommendations.

It would be most helpful if you could report to us on this matter by February 24. We assume that the Board's committee is likely to approve the attached recommendations, but if significant changes are made, we would advise and consult with you further.

DBN/ss
Attachment

cc: Executive Committee of the Faculty Senate

Board's Office recommendations for academic salary adjustments for 1976-77.

Academic Staff Salary Adjustments, Year 1976-77

(Excerpt from Finance Committee Agenda Item of February 24, 1976.)

Salary adjustment funds for year 1976-77 have not yet been allocated to state agencies by the State Emergency Board, but amounts required to fully fund planned percentage increases to be effective July 1, 1976, have been calculated. Since underfunding of the biennial cost of increases was determined in the allocations provided for the July 1, 1975, increase, it appears reasonable to assume that the July 1, 1976, increase will be fully funded.

Based upon that assumption, funds are available to provide a 10% average increase for academic staff in year 1976-77. It is recommended that the Board adopt a policy which will establish 6% as a normal minimum increase for full-time faculty providing fully satisfactory service, with the provision that institutions may choose to apply a higher minimum percentage. The remaining funds within the amount provided for an average 10% increase would be applied for merit, promotion and the reduction of inequities. These guidelines will not apply to faculty in the SOSC bargaining unit inasmuch as the allocation of the 10% increase fund has been established by contract.

School of Business



Corvallis, Oregon 97331

February 18, 1976

Dr. Dave Nicodemus
Dean of Faculty and
Chairman, OSU Faculty Senate

Dear Dave:

The members of the Long Range Planning Committee believe that 6% across-the-board would be about right--and that even 6 1/2% or 7% would be too much.

As I mentioned via phone, at least one committee member thought it probably should be somewhat less than 6% if the administration were to withhold any significant fraction of the 10% from the departments.

Sincerely,

A handwritten signature in cursive ink that reads "Ed Easton".

Edison E. Easton, Chairman
for the Committee in Fiscal
Priorities and Long Range
Planning

EE:dc

February 19, 1976

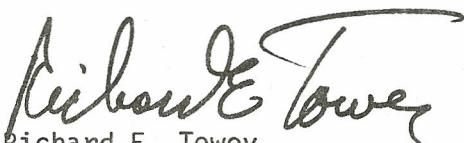
To: David B. Nicodemus, Dean of Faculty
From: Faculty Economic Welfare Committee
Subject: Recommendation for Faculty Salary Adjustments for 1976-77

The Faculty Economic Welfare Committee supports the recommendation that the Oregon State Board of Higher Education adopt a policy which will establish 6 percent as the normal minimum increase in salary for full time faculty providing fully satisfactory service, and which will apply the remaining funds within the amount provided for an average 10 per cent increase for merit, promotion and the reduction of inequities.

The Committee also recommends that Oregon State University apply the same minimum percentage. The 6 per cent funds should be allocated on this campus to faculty on a straight percentage, across the board, basis. The remaining funds should be distributed on a discretionary basis, giving particular attention to the problems of salary compression between ranks and inequities from past years, in addition to rewarding outstanding individual performance. We consider this recommendation to be consistent with the FEWC "Position Paper on Distribution of Faculty Salary Adjustment Funds" dated May 8, 1975 and with our advisory letter of June 4, 1975. If actual salary improvement funds fall below the 10 per cent now expected, the Committee asks for the opportunity to reconsider its recommendation.

The Committee supports continuation at OSU of the policy in recent years that an amount be set aside from salary adjustment funds to provide faculty members receiving promotions with an increase of about 2½ percentage points above the average salary improvement.

The Committee is still studying the salary adjustments provided last year for 1975-76. We have reached the tentative conclusion that significant progress was made in correcting salary compression and inequities, but that these problems have not yet been eliminated. The results of our study of the 1975-76 improvements should be available in the near future.


Richard E. Towey
Chairman, Faculty
Economic Welfare Committee

A. Agenda for Meeting on Thursday, April 8, 3:30 p.m., Withycombe 101.

As published in the April 1 issue of the Staff Newsletter, the agenda will include the reports and other business items listed below. To be approved are the minutes of the regular Senate meeting (76-325) held on March 4, 1976 as published in the March 11 issue of the Staff Newsletter Appendix.

1. Report of the Faculty Recognition & Awards Committee - J. C. Decius

The committee's report dated March 19 was distributed on April 1 to all Senators by confidential campus mail. This report will be considered by the Faculty Senate in executive session (see Bylaws, Article IX) excluding all but Senate members.

2. Postponed votes on Motions 76-325-1 and 76-325-5 re "Faculty Representative"

At the Senate meeting on March 4, the following two motions were made and seconded but in each case, at the request of a Senator, the vote was postponed until the next regular meeting (see Bylaws, Article X):

- a. Motion 76-325-1 - by Lumpkin: "that the title of 'Faculty Representative' be changed to 'Administrative Representative for Athletics'".
- b. Motion 76-325-5 - by Miller: "In order that the faculty begin to take an active part in the administration of Intercollegiate Athletics at OSU, it is recommended by the Faculty Senate that in the future the institutional Faculty Representative be appointed by the Faculty Senate after due consultation with the administration."

The second motion above was presented as an alternative to the first motion, so unless there is an objection, it will be treated as a substitute motion.

For the Senate's information, the Executive Committee has prepared information regarding the current functions of the Faculty Representative and regarding the composition of the Board of Intercollegiate Athletics (see attached information sheet dated April 3, 1976 on page 4 of these reports)

3. Motion to Rescind Motion 75-316-2 T R re Reporting of Senior Grades

At the Senate meeting on March 4, 1976, Senator J. C. Campbell gave previous notice that he intended at the April 8 meeting to move that the Senate rescind its action of February 5, 1976 when it approved Motion 75-316-2 T R: "that the date specified for report of final grades to the registrar applies to all grades, including those of graduating seniors." (See Minutes 76-324, p.XV)

4. Reports from the Executive Committee and from the Executive Office.

B. Reports from the Executive Committee.

1. Status report on General Education Proposal

On March 4, 1976, the Senate approved a motion (76-325-2) for further development of the General Education proposal by an ad-hoc working committee. The Executive Committee appointed Tom McClintock, Solon Stone and Margy Woodburn

2.

(Item B. 1 cont.)

as the three core members of the ad-hoc working committee to coordinate the further review and development of the General Education proposal (see report dated February 20, 1976 presented to the Senate on March 4 and included in the Minutes 76-325, p. XVIII). The Executive Committee has invited the ad-hoc working committee to report on the status of its work on April 8.

2. Faculty Panels for Hearing Committees

The Board's Administrative Rules (section 41.350) provide for the review by faculty hearing committees of appeals against charges which may be grounds for terminations or other sanctions for cause. Such hearing committees are selected from faculty panels by the proper elective faculty body. The Faculty Senate on December 3, 1970 adopted a set of "Procedures to Establish Faculty Panels" and as revised on May 4, 1972 provide for the election of a panel each year by the Faculty Senate (see December 11, 1970 issue of the Staff Newsletter Appendix, pp. XIII, XIV and the May 12, 1972 issue, p. XXXVII). Three panels serve on a rotating basis each for a three-year term with one to be replaced each year. The last panel was elected on May 1, 1975 (see May 9 issue of the Staff Newsletter, p. 120). The memberships of the other two continuing panels are published in the March 1975 Staff Newsletter Appendix-Supplement to the Faculty and Student Handbooks.

Since the establishment of the first faculty panel in 1970, only one hearing committee has been selected and asked to hear an appeal against charges for a termination for cause. Also during this period there have been no other similar actions for cause for which an appeal might have been made. Therefore, all but one panel have served only on a stand-by basis.

In view of the above information, the Executive Committee believes that the two continuing panels, one to serve one more year and the other to serve two more years, will be adequate to accommodate possible requests to review appeals. Unless there is objection from the Senate, the Executive Committee will not present a slate of nominees for election of a new third panel this year.

3. Proposed consolidation of Academic Regulations 26 & 27

At the Senate meeting on January 15, 1976, the Executive Committee reported receiving a report dated December 30 from the Academic Regulations Committee proposing a consolidation of AR 26 & 27 with draft revisions of institutional graduation requirements (see Minutes 76-323, p. XI). The Academic Regulations Committee indicated its desire to refer this draft to all of the academic deans for appropriate review including college/school curriculum committees before the proposal was presented to the Faculty Senate.

The Executive Committee has received a second report dated March 25, 1976 from the Academic Regulations Committee proposing a new Academic Regulation 26 (consolidation with revisions of AR 26 & 27). Although the report gave indication of favorable support in some academic units, the Executive Committee has requested additional information and documentation regarding such support. Also, because the proposal includes a "General Education" requirement for graduation (with requirements in three areas: English Communication; Physical Education; and Liberal Education), the Executive Committee has encouraged the Academic Regulations Committee to coordinate its proposal with that of the ad-hoc working committee on General Education (see item B. 1 above).

(Item B. cont.)

4. Curriculum Committee Report on Voc-Tech Transfer Agreements (see p.5)

Attached is a report dated March 8, 1976 from the Curriculum Committee reporting its review and approval of six agreements for block transfer of vocational-technical course credit. This report is presented in accordance with the Senate's guidelines of October 5, 1972 as revised February 1, 1973. No action by the Senate is required.

5. Nominations of IFS Representative scheduled for May Senate Meeting

The Executive Committee has requested the Nominations Committee to report at the May 6 meeting of the Faculty Senate and to present at least two nominations for Interinstitutional Faculty Senate Representative to serve for a three-year term replacing Lafe G. Harter, Jr. whose terms ends May 31, 1976. Continuing IFS representatives are Dale Kirk '77 and David Carlson '78.

At the May 6 Senate meeting, additional nominations may be made from the floor. The election is to be conducted by an on-campus faculty mail ballot.

C. Reports from the Executive Office

1. Status of ERB Hearings on Composition of Proposed Bargaining Unit

As reported to the Senate on March 4, the Employment Relations Board hearings, which started on December 8, 1975 and which continued on January 21-23 and 26-27, were continued on March 8, 9, 10 and concluded on March 15. With the exception of department heads/chairman, most of the other persons/positions on the proposed excluded list were agreed to by the participating parties.

At the conclusion of the hearings on March 15, the Board Agent, Mr. Roy Edwards, advised the parties that at least six weeks would probably be required to prepare the transcript of the hearings. Following the receipt of the transcript, all parties would be allowed at least six weeks to prepare and submit their concluding briefs or arguments to the hearing officer who would then prepare his report to the Employment Relations Board.

2. Guidelines for Academic Salary Adjustments for 1976-77

As reported to the Senate on March 4, copies of the salary adjustment guidelines for 1976-77 have been placed in the Reserve Book Room of the Library. Minor revisions of these guidelines were made following the Board's action on March 24, as reported in the April 1 issue of the Staff Newsletter, p. 97.

3. Status of Curricular Proposals for 1976-77

At its meeting on March 24, the State Board of Higher Education approved two of the Category I curricular proposals approved by the Faculty Senate on November 6, 1975: a B.S. degree program in Biology in the College of Science and a Certificate program in Human Services in the College of Liberal Arts. Also approved was the proposed reorganization of Forest Management and a new Department of Forest Science with majors for M.S., M.F. and Ph.D. degrees as reported to the Senate on February 5, 1976. These programs approved by the Board are still subject to review by the Educational Coordinating Commission.

April 3, 1976

Information relating to Agenda Item A-2 for April 81. The Role of the Faculty Representative

The functions of the Faculty Representative have been reported to and discussed with the Senate on several previous occasions. On November 2, 1972, the Senate received a "Report on the Department of Intercollegiate Athletics" dated November 1, 1972 from the Director of Athletics, James G. Barratt. On December 7, 1972, the Faculty Representative, John R. Davis, reported to the Senate regarding his role and emphasized and encouraged close cooperation between the Faculty Representative and the faculty on matters related to intercollegiate athletics (see Minutes 72-292, p. XIII). A statement regarding the role of the Faculty Representative was included in the November 1, 1972 report to the Senate and also in an earlier one dated November 1, 1969:

The Faculty Representative is appointed by the President of Oregon State University. He is one of the fifteen members of the Board of Intercollegiate Athletics, and is subject to directives from the President.

He reports to the Board of Intercollegiate Athletics periodically on rule changes and interpretations and has a close working relationship with the Director of Athletics and with the individual coaches regarding the rules of the Pacific-8 Conference and the NCAA.

His primary role is to aid the Department of Intercollegiate Athletics to keep its program compatible and in balance with the aims of the academic community and in compliance with the rules and regulations of the Pacific-8 Conference and the NCAA.

Although he reports to both the President of the University and to the Board of Intercollegiate Athletics, he is available to the Dean of Faculty and to the Faculty Senate to explain the various rules of the Pacific-8 and the NCAA. Oregon State University is a member of both organizations and thus subscribes to their individual requirements.

The Faculty Representative is not salaried by the Board of Intercollegiate Athletics. He is compensated by the Board while representing Oregon State University at two Pacific-8 meetings and one NCAA meeting annually to the extent of actual expenses.

2. Membership of the Board of Intercollegiate Athletics

The membership of the Board is defined in Article II of its Bylaws. Concern and action by the Faculty Senate has been instrumental in some revisions of these Bylaws to provide more faculty representation on the Board (see Minutes 70-364, p.xlvii; 70-266, p.IV; 72-286, p.XXXVIII; 72-290, p.IX). The present Board membership includes: the ASOSU President and two other students; Dean of Administration; Director of Alumni Relations; Registrar & Director of Admissions; Faculty Representative; eight other persons appointed by the President, four of whom shall be members of the faculty including the elected Vice-chairman of the Faculty Senate, and three alumni, and one member at large. The appointed faculty, alumni and at large members normally shall serve three-year terms. The current four faculty members include Cooney, Oles, Gamble, and Newburgh/Patterson. Dean Cooney serves as chairman of the Board.

Curriculum Coordination



Corvallis, Oregon 97331 (503) 754-3711

March 8, 1976

TO: Executive Committee of the Faculty Senate
Dean David B. Nicodemus, Chairman

FROM: Curriculum Committee
Frank Ligon, Executive Secretary *Frank*

SUBJECT: Approval of Six Vocational-Technical Transfer Agreements

During the period from November 11, 1975, to March 2, 1976, the Curriculum Committee has reviewed and approved six agreements for block transfer of vocational-technical course credit. These agreements have been developed by the Department of Agricultural Education and the following community colleges: Clatsop, Clackamas, Lane, Mount Hood, Rogue, and Treasure Valley.

All six transfer agreements have been prepared and reviewed in accordance with the guidelines for such agreements adopted by the Faculty Senate on October 5, 1972 (Minutes No. 289-2, 289-2A), and revised February 1, 1973.

As prescribed by the guidelines, following approval by the Curriculum Committee, the proposed transfer agreements are being reported to the Faculty Senate and the Academic Requirements Committee and are being forwarded to President MacVicar for approval and appropriate action.

FL:gk

cc: Academic Requirements Committee
Clayton Shaw, Secretary

A. Agenda for meeting, Thursday, May 6, 3:30 p.m., Withycombe 101

As published in the April 29 issue of the Staff Newsletter, the agenda will include the reports and other items of business listed below. Also to be approved are the minutes of the regular meeting held on April 8, 1976 as published in the April 15 issue of the Staff Newsletter Appendix.

1. Report of the Nominations Committee

- L. A. McGill

The Nominations Committee nominates the following two candidates for position of OSU representative to the Interinstitutional Faculty Senate to serve from June 1, 1976 through May 31, 1979 replacing Lafe G. Harter, Jr. (to whom we express our sincere thanks for his service):

Walter J. Bublitz, Associate Professor of Forest Products
Sara E. Malueg, Associate Professor of French

Both candidates have agreed to serve if elected. Continuing IFS representatives include Dale E. Kirk '77 (Agricultural Engineering) and David H. Carlson '78 (Mathematics).

Additional nominations may be made from the floor at the May 6 Senate meeting by either Senators or other faculty members (those who wish to make additional nominations should determine in advance whether the nominee is willing to serve if elected).

2. Report of the Academic Regulations Committee (pp. 3, 4)

- O. A. Boedtker

Attached are reports dated April 1 and 2, recommending approval of revisions in AR 5 - Transfer from one school to another, and AR 23 - Special examination for credit (these revisions are more "house-keeping" in nature than changes in policy).

3. Reports from the Executive Committee and from the Executive Office

B. Reports from the Executive Committee

1. Status of proposals on General Education and Graduation Requirements

At the Senate meeting on April 8, the Executive Committee presented status reports regarding the General Education proposal (of McClintock, Stone and Woodburn) and the proposed revisions and consolidation of Academic Regulations 26 & 27 (from the Academic Regulations Committee). Attached is a revised statement of the General Education proposal dated April 23 which has been forwarded to the Curriculum Committee. (see p. 5)

The Executive Committee has encouraged the Curriculum Committee to assist in coordinating the further development and review of these two proposals. Additional evaluations or reactions have been invited from all academic units. The Curriculum Committee has reported its intention to take action on these proposals at its meeting on May 4. A report on such action may be made to the Senate on May 6.

2. Proposed revision of Administrative Rule 41.160 (pp. 6-8)

Attached are proposed revisions of AR 41.160 - Criteria for Faculty Evaluation - which are scheduled for consideration by the Board's Committee on Instruction, Research, and Public Service Programs on April 29. These additions were proposed by two student organizations.

The proposed modifications were forwarded by the Dean of Faculty to the Executive Committee, the Faculty Status Committee, and the Council of Deans for review and recommendations. Attached is a copy of the Faculty Status Committee's response dated April 22. Each of the other groups also objected strongly to all of the proposed modifications except to the addition of "and for post-tenured review" at the end of paragraph 3 of AR 41.160. The Executive Committee is also advised that the Chancellor's Office is making similar objections and recommendations to the Board's Committee.

The Senate's vice-chairman plans to attend the Board Committee's meeting on April 29 and will present the report of the Faculty Status Committee.

3. Motion 75-325-1 forwarded to the President

On April 8, the Senate amended and approved by a vote of 37 to 34 a motion (76-325-1A) "that the title of 'Faculty Representative' be changed to 'Institutional Representative for Men's Athletics.'" The Executive Committee has reported this action to the President and recommended its implementation.

C. Reports from the Executive Office

1. Status of Curricular Proposals for 1976-77 (pp. 9, 10)

Attached is a memorandum dated April 26 from the Curriculum Coordinator reporting approval of both Category I and Category II curricular proposals for 1976-77, which had previously been approved by or reported to the Faculty Senate.

2. CLA Research Grants Program (pp. 11, 12)

Attached are guidelines for the operation of a CLA Research Grants Program which were forwarded to the Dean of the College of Liberal Arts on April 2, 1976. This program is a partial response to the action taken by the Faculty Senate on May 1, 1975 (see motion 75-318-1) endorsing the recommendations of the Committee on Fiscal Priorities and Long Range Planning. These guidelines were developed in consultation with that committee.

College of Science



Corvallis, Oregon 97331 (503) 754-1811

April 1, 1976

MEMORANDUM

TO: David Nicodemus, Dean of Faculty, Executive Committee, Faculty Senate
FROM: Olaf Boedtker, Chairman, Academic Regulations Committee O.A.R.
RE: Proposed Revision Of AR 5

The Academic Regulations Committee respectfully submits the proposed revision of AR 5 -- Transfer from one school to another (undergraduate students)-- to the Executive Committee for review and the Faculty Senate for action.

1. Change in Title

From: Transfer from one school to another (undergraduate students)
To: Transfer from one college/school to another (undergraduate students)

2. Change of last sentence in AR 5

From: Students may process transfer of schools during the last four weeks of a term effective for the next term.
To: Enrolled students may process transfer of colleges/schools during a period beginning Monday of the seventh week of the term and ending Wednesday of the week before dead week.
Old returning students may transfer between the dates of re-admission and registration.

Rationale:

The present statement is incorrect; enrolled students are not permitted to transfer until the end of the term.

The proposed revision clearly defines the transfer periods for both enrolled and old returning students.

College of Science



Corvallis, Oregon 97331 (503) 754-1811

April 2, 1976

To: David Nicodemus, Dean of Faculty
Executive Committee, Faculty Senate
From: Olaf Boedtker, Chairman *O.A.R.*
Academic Regulations Committee
Re: Proposed Revision of AR 23

The Academic Regulations Committee respectfully submits the proposed revision of AR 23 -- Special Examination for Credit-- to the Executive Committee of the Faculty Senate for review and the Faculty Senate for action.

The Academic Requirements Committee supports this revision.

PROPOSED REVISION OF

AR 23 -- SPECIAL EXAMINATION FOR CREDIT

Change of introductory paragraph:

A student in good standing, either graduate or undergraduate, currently enrolled at Oregon State University and wishing credit for experience, training, or self-study ...

FROM PRESENT ... for which university credit has not been previously been granted...

TO PROPOSED ... for which a grade has not been previously received...

RATIONALE:

The present rule is unjust; a student receiving a failing grade or a U is permitted to challenge the course, but a student who has earned an A, B, C, D, or S is not permitted to do so.

Revised April 23, 1976

It is proposed to the Faculty Senate and/or appropriate University committees that:

1. The curricula for all baccalaureate degree programs be, in part, composed of a "general education" requirement with the following components: *

COLLEGE OF SCIENCE

- a. Physical, biological and/or mathematical sciences 15 credit hour minimum

COLLEGE OF LIBERAL ARTS

- b. Humanities and/or Arts 12 credit hour minimum
- c. Social Sciences 12 credit hour minimum
- d. Written and oral English Communications 9 credit hour minimum (including English composition)
2. The University Curriculum Committee be responsible for approving new curricula which satisfy 1 above or approve deviations which in their judgment make an academically sound program for the particular area.
3. All existing curricula be brought into agreement with 1 above in terms of the Catalog within three years of the fall quarter following adoption of this "general education" program. ** (Within seven years "all" students graduating from the institution will have followed a curriculum with "general education" requirements.)
4. No new administrative structure or general lists of courses at the university level be imposed to accomplish "general education."

Submitted by:

Tom McClintock
Solon A. Stone
Margy Woodburn

- * Departments, schools, and/or colleges may specify courses or areas which may or may not be used to satisfy each component.
- ** The University Curriculum Committee will be responsible for approving these curricula in accordance with 1 above or approve deviations which in their judgment make an academically sound program for the particular area.

STATE BOARD OF HIGHER EDUCATION - ADMINISTRATIVE RULES
(Proposed additions are underlined)

41.160 Criteria for Faculty Evaluation

1. Criteria for faculty evaluation, developed with the participation of appropriate faculty and institutional councils, shall be established in each institution:
 - a. As a guide in evaluating faculty in connection with decisions as to reappointment, promotion, tenure.
 - b. As a basis for assessing those aspects of the faculty member's performance in which improvement is desirable, whether the faculty member is tenured or non-tenured, with a view to stimulating and assisting the faculty member toward improvement through the resources available under the institution's staff career support plan.
2. The criteria shall reflect the primary functions for which the state system was established, namely (in descending order of priority):
 - a. Instruction.
 - b. Research accomplishments and other scholarly achievements, or where relevant, other creative and artistic achievement.
 - c. Professionally-related public service, through which the institution and its members render service to the public (i.e., individuals, agencies or units of business, industry, government).
 - d. Institutional service, which includes but is not limited to the contributions made toward departmental, school, or institutional governance, service to students through student welfare activities such as individual student advising with student organizations or groups, and similar activities.
3. The criteria shall provide guidelines as to the sources and kinds of data that are appropriate as a basis for the accumulation of the information and data necessary to an effective evaluation of faculty at each of the several administrative levels (e.g., department, school, institution) at which evaluations of faculty must be made in each of the areas identified immediately above (i.e., teaching, research and scholarly activity, etc.). Specific provision shall be made for appropriate student input into the evidence accumulated as the basis for reappointment, promotion, and tenure decisions, and for post-tenured review. The sources of such input shall include at a minimum, letters from students and former students solicited by the institution, uniformly administered validated student evaluations of instructors, the appointment of students to serve on personnel committees, and information relating to the actual education of students due to instruction.

(For consideration on April 29, 1976 by the Board's Committee on Instruction, Research, and Public Service Programs)

Department of
Forest Products



Corvallis, Oregon 97331

April 22, 1976

MEMORANDUM

TO: Dave Nicodemus, Dean of Faculty
FROM: M.D. McKimmy, Chairman, Faculty Status Committee
RE: Student proposal for modification of AR 41.160

M.D.M.

We recommend eliminating "in descending order of priority" in criteria No. 2. This does not uniformly apply to all faculty members. Some of us are primarily teachers, others primarily researchers, and we should be evaluated on the basis of our assignment.

Regarding the recommended changes in criteria No. 3, we do not object to addition of "and for post-tenured review". Further, we believe that letters from former students and students might be helpful if they are signed. However, we strongly object to "uniformly administered validated student evaluation of instructors". This implies use of a uniform evaluation technique which is clearly impossible and certainly undesirable, considering the variation in course content, methods of teaching, types of courses, and so forth. Also, how could such evaluations be "validated", and by whom?

We strongly oppose "the appointment of students to serve on personnel committees". There is a vast difference in composition of departmental committees depending on size of departments so this would create much more of a problem in smaller departments. Also, would students be sitting in the school and university personnel committees? If so, how far up would they participate - with the president's committee? The Faculty Status Committee feels that the only valid input students can make regarding a faculty member at a personnel committee meeting would be on teaching and advising performance. Students are not qualified to judge professional accomplishments. Another reason for opposing student participation on personnel committees has been our experience with the poor performance of students on committees with which we have been associated. They tend to lose interest fast and rarely make any input. In short, we would not like to have our future determined by such a lackadaisical attitude.

Memo to: Dave Nicodemus
April 22, 1976
Page 2

Finally, we do not know the meaning of "information relating to the actual education of students due to instruction". If we had such "information" it seems to us that many of our problems would be over. However, we recommend elimination of this statement until it has been further clarified.

As a general observation, we are somewhat offended by the wording and implications of the recommended changes. The underlying tone seems to be aimed either at getting rid of faculty or punishing them. Is that why students want representation on personnel committees? Further, the tone seems to imply an adversary relationship between faculty and students. The student lobby seems to want to put faculty on the defensive as enemies of students.

We hasten to add that we encourage students to assist faculty members to become better teachers and we believe that should be the major emphasis of student evaluation procedures of faculty. However, we dislike the present adversary relationship implied in the modifications.

Undergraduates may feel, naturally enough, that the university is here solely for their benefit. Actually, it is here for the benefit of society. One of its functions should be the instruction of undergraduates so that they may take a meaningful place in society. Another function is to do research so that we may understand the way in which the world works. A graduate student might consider this to be the most important function of the university. The university provides public services. Farmers who are aided by the university might consider this to be the most important function of the university. Finally, instructional service is important in keeping the organization running smoothly so that it may benefit the various segments of society. All of these functions are important. We should not be pressured by special interest groups such as undergraduates, farmers, or graduate students who feel that the benefits to them should outweigh the benefits to others.

Finally, the Faculty Status Committee is somewhat distressed by the fact that all of our input must go through the administrative chain of command, and we do not have a way to confront and counter the efforts of a very active student pressure group. In short, we feel that the student's best interests are not served by forcing faculty into a defensive attitude.

MDM/kmh

Curriculum Coordination



Corvallis, Oregon 97331 (503) 754-3711

April 26, 1976

- M E M O R A N D U M -

TO: Academic Deans, Catalog Editor
FROM: Frank Ligon, Curriculum Coordinator
SUBJECT: Approval of Curricular Requests
for the new 1976-77 Catalog

We have received unofficial word that all of OSU's Category I and Category II program and course requests have been approved by all the necessary agencies for listing in the 1976-77 Catalog about to be issued by the Department of Publications.

Schools and departments are now free to announce all these proposals as approved:

Interdisciplinary instructional program leading to a certificate in Human Services (College of Liberal Arts).

Instructional program leading to the Bachelor of Science degree in Biology (College of Science).

Proposal to establish a Department of Forest Science with M.S., M.F., and Ph.D. degrees in the School of Forestry.

Joint proposal for the recognition of a dual instructional program leading to a baccalaureate degree in Civil Engineering and a baccalaureate degree in Forest Engineering (Schools of Engineering and Forestry).

Technical minor in Foods and Nutrition for use with baccalaureate degree programs in Technical Journalism (College of Liberal Arts).

Change of department name FROM Department of Modern Languages TO Department of Foreign Languages and Literatures.

New options in Agricultural Mechanics, Forestry, and Horticulture leading to the Bachelor of Science degree and teacher certification in Agricultural Education (Schools of Agriculture, Education, and Forestry).

Academic Deans & Catalog Editor

- 2 -

April 21, 1976

Revision of the baccalaureate program in Office Administration and redesignation of the degree as Administrative Office Management (School of Business).

Minor in Community Education to be used with major graduate degree programs of cooperating colleges/schools and departments (School of Education).

Discontinuance of the Electric Systems Technology option of the Systems Technology curriculum, Department of Electrical and Computer Engineering (School of Engineering).

Specific recognition of Textile Science option in the Clothing, Textiles, and Related Arts area of concentration (School of Home Economics).

Additional options in the Home Economics Education area of concentration (School of Home Economics).

All Category II course requests and changes.

As soon as this office receives official approval in writing from the Chancellor's Office, we will distribute official approved copies for your files.

FL:cjj

cc: President MacVicar
Dean Nicodemus
Dean Knapp

CLA RESEARCH GRANTS PROGRAM

Beginning in the 1976-77 academic year, the sum of \$25,000 will be set aside for research projects by CLA faculty members.

- (1) These awards are for clearly defined research projects, and not for faculty study awards. The nature of individual projects will vary greatly. Anyone who wishes to be considered must know what he or she intends to accomplish, be able to show that the project has value, and have developed the means to achieve the proposed objectives.
- (2) Though it seems unwise to establish fixed priorities for making awards, projects which show potential for developing continuing outside support, which foster interdisciplinary research, and which show reasonable promise of being completed by the end of the award period will be especially welcomed. Academic departments in the CLA are encouraged to support this research program on a cost-share basis. Faculty wishing to apply for a grant should check with their department chairmen to see whether part of the funding might come from the department. It is understood, of course, that some departments have more fiscal flexibility than others, and in no case will the inability of a department to support one of its faculty members negatively affect that faculty member's chances of receiving support through the CLA Research Program.
- (3) To be qualified to apply for a CLA Research Award, one must be a regular (continuing) Oregon State University faculty member, not be working on an advanced degree, and have shown some evidence of scholarly achievement. Because these awards are fairly substantial in amount so that only a few can be made each year, people who have not demonstrated success in research programs should be encouraged to apply to the Graduate Council or to other campus offices for support for initiation grants.
- (4) Ordinarily, no award will be made for less than \$1,000 nor for more than \$5,000. Funds may be used for the purchase of services and supplies, for secretarial or student assistance, for essential travel, and for release time appointments. Funding for release time appointments will be approved on a replacement cost basis. Only rarely will funds be approved for summer salary support.
- (5) To apply, a faculty member will submit an application on forms to be supplied by the Office of the Vice President for Research and Graduate Studies. The applications should include information about the nature and importance of the proposed research, the duration of the project, the projected expenditure of funds, and the means by which the outcome of the project will be evaluated.
- (6) Program Administration
 - A. There will be two application deadlines each year. One will be on May 15, with awards to be made by June 15 and with the funding period commencing on July 1. The second application deadline will be on

November 15 with awards to be made by December 15 and the funding period beginning on January 1. All grant monies must be expended by the end of the same fiscal year in which the funding period begins. It is expected that approximately 60 percent of the monies will be allocated in June and the remaining 40 percent in December.

- B. Faculty will submit applications along with a vita and a letter of recommendation from the department chairman to the Office of the Dean of the College of Liberal Arts. All applications will then be screened by the Dean assisted by a committee of three faculty appointed by the Dean. The committee will be made up of one social scientist, one humanist, and one person from the fine arts. The committee will screen applications and send them on to the Assistant to the Vice President who should screen them further. He will then present them to the Research Council who will recommend the awards.
 - C. The CLA Research Program will be administered by the Office of the Vice President. All financial and other records relating to the program will be kept in this office. The Assistant to the Vice President will oversee all facets of the program.
 - D. At the end of the grant period, each faculty member who has received an award will be required to submit a report on what he or she has accomplished. This report should restate the project objectives and indicate how those objectives were met. A report on how grant funds were expended should also be included.
- (7) The CLA Research Program will be scrutinized on a continuing basis by the Dean of Liberal Arts and by the Assistant to the Vice President. At the end of the second year of the program, a thorough evaluation of the program will be conducted under the supervision of the Vice President. This evaluation will include a review and analysis of activities undertaken during the two years. It will also include recommendations for further program developments.

RM:is

A. Agenda for the Senate Meeting, Thursday, June 3, 3:00 p.m., Withycombe 101

As published in the May 27 issue of the Staff Newsletter, the agenda will include the reports and other items of business listed below. To be approved are the minutes of the May 6 Senate meeting as published in the May 13 issue of the Staff Newsletter Appendix. To be welcomed as a regular but non-voting participant in Senate meetings is the newly-elected ASOSU President, David W. Gomberg, Senior in Liberal Arts. (Please note the 3:00 p.m. starting time.)

1. Report on Candidates for Degrees and Senior Honors (p. 6) - W. E. Gibbs

Attached is the Registrar's memorandum of May 3, 1976 which outlines the policies and procedures for the review and approval of candidates for baccalaureate and advanced degrees and for Senior Honors. Before the names of candidates are forwarded to the President for conferral of degrees at Commencement on June 6, the Faculty Senate is asked to approve, on behalf of the faculty, the lists of candidates who have been reviewed and certified by the appropriate academic units, committees and councils. If any Senator wishes to check any individual names, these lists will be available in the Registrar's Office on Thursday, June 3, prior to the Senate meeting.

2. Report of the Executive Committee - K. D. Pattersona. Faculty Reviews and Appeals Committee - New Appointments

Subject to the Senate's approval, the Executive Committee will make the following new appointments to the Faculty Senate's Committee on Faculty Reviews and Appeals effective fall 1976:

Robert R. Becker '79	Biochemistry & Biophysics
Daniel A. Panshin '79	Extension Oceanography

These two have agreed to serve if appointed and will be replacing Henry Van Dyke and Paul E. Bernier '76. Continuing members include Antone C. VanVliet and Theodore F. Wiprud '77 and Robert O. McMahon and Carol A. Saslow '78.

b. Immediate Past Vice Chairman - Replacement

The immediate past Vice Chairman, Robert W. Newburgh, has submitted his resignation from the Executive Committee because of the new administrative duties he will assume on July 1 as the Dean of the Graduate School.

The Senate Bylaws include provisions for the filling of vacancies in the executive committee (see Section 3 of Article VII) by

- (1) the person who received the next highest number of votes in the original election, or
- (2) the chairmen of Committee on Committees, the Bylaws Committee and the Nominations Committee, in this order, as needed.

When Newburgh was elected vice chairman on January 16, 1975, the only other candidate was K. D. Patterson, the current vice chairman. Therefore, unless the Senate objects, the executive committee will ask the new chairman for 1976-77 of the Committee on Committees, Lyle D. Calvin, to serve as a member of the executive committee effective July 1, replacing R. W. Newburgh for the remainder of his term and until the next election in January 1977.

On behalf of the Faculty Senate, we are most grateful to Professor Newburgh for his leadership and many services to the Faculty Senate and its executive committee.

3. Report of the Library Committee (pp. 7, 8)

- J. H. Block

Attached is a memorandum dated May 18, 1976 requesting the Senate's consideration of a motion to be introduced on June 3. The annual report of the Library Committee, dated April 28, 1976, has been distributed to all members of the OSU faculty (and is not reproduced in these reports to the Faculty Senate). Questions/comments regarding this report will be invited.

4. Report of the Registration and Scheduling Committee (p. 9) - D. C. Church

Attached are proposed changes for 1976-77 in Registration Policies and Procedures for the Senate's information and consideration.

5. Report of the Bylaws Committee (pp. 10-17)

- R. D. Dale

Attached is a memorandum dated April 28, 1976 which outlines proposed amendments to the Bylaws relating to the composition of the executive committee and procedures for the nomination and election of its members. The Senate's informal reactions to these proposals are invited at the June 3 meeting to assist the committee in drafting final proposals for presentation to the Senate in the fall.

These recommendations were initiated in part by questions which the executive committee raised last year. Attached is a memorandum dated May 7, 1975 regarding the status of members of the executive committee who are not members of the Senate during a portion of their terms. Also attached are a response dated June 10, 1975 from the Bylaws Committee and one dated October 7, 1975 to the Bylaws Committee.

If the committee's final proposed amendments to the Bylaws differ substantially from those included in its current report of April 28, 1976, the committee will present its final proposals at a fall meeting at least one month before action by the Senate is to be taken. If no significant changes are made, the proposed amendments may be presented for action in the fall without further advance notice.

6. Report of the Traffic Committee

- D. O. Chilcote

Proposed changes for 1976-77 in Staff parking fees and policies were published in the May 20, 1976 issue of the Staff Newsletter (see p. 129; they are not reproduced in these reports). The chairman of the committee will discuss the rationale for these proposed changes and respond to possible questions.

7. Reports from the Executive Committee and from the Executive Office

B. Reports from the Executive Committee

1. Election of IFS Representative and IFS Report for 1975-76 (pp. 18, 19)

The election of Sara E. Malueg was reported in the May 27 issue of the Staff Newsletter. The results of the on-campus faculty mail ballot were Malueg - 237; Bublitz - 166. (This is the third consecutive year in which more than 400 ballots have been returned.)

Professor Malueg is elected to serve as IFS representative for three years starting June 1, 1976. Continuing IFS representatives include Dale E. Kirk '77, and David H. Carlson '78. We are most grateful to Walter J. Bublitz for his willingness to be a candidate and have designated him to serve as an alternate representative, if needed.

Attached is a report dated May 24, 1976 from the three OSU representatives to the IFS.

2. Report of the Faculty Reviews and Appeals Committee (p. 19)

As required by the "Policies and Procedures" approved by the Faculty Senate on November 5, 1970 (motion 267-1), "a yearly report on reviews will be submitted to the Executive Committee of the Faculty Senate for presentation to the Senate by the Reviews and Appeals Committee." Attached is the committee's report for 1975-76 dated May 19, 1976.

3. Materials prepared by the Faculty Economic Welfare Committee

A "Position Paper on Faculty Salary Review" dated April 1976 (with attached tables and chart) was distributed to all members of the faculty by the Executive Committee with a cover memorandum dated May 25, 1976 (also included in this distribution was the annual report of the Library Committee).

The Executive Committee appreciates the extensive work by the FEWC that has gone into the preparation of these materials, particularly that of Professor Curtis Mumford who prepared the tables and chart. The Senate's comments and questions regarding these materials will be invited at the June 3 meeting.

4. Annual Reports from other Senate Committees

Attached are annual reports to the Senate from the committees and councils listed below (a number of other committees are planning to present their annual reports in the fall).

- a. Advancement of Teaching - May 20, 1976 (pp. 20, 21)
- b. Research Council - May 12, 1976 (pp. 22, 23)
- c. Student Recognitions and Awards - May 24, 1976 (pp. 24, 25)

4.

5. Guidelines for Internship Programs (pp. 26-28)

Attached is a memorandum dated May 3, 1976 reporting guidelines as approved by the Curriculum Committee and by the Graduate Council.

6. Student Grievance Procedures (pp. 29, 30)

As reported to the Senate on December 4, 1975, the University Cabinet appointed an ad-hoc committee to consider the ASOSU Senate Bill 34-SA-45 on "Student Grievance Procedures." Attached is the ad-hoc committee's report of May 18, 1976 with a proposed statement for inclusion in the 1976-77 Schedule of Classes.

7. Status of Proposals on Graduation Requirements

On May 6, the Faculty Senate approved with some amendments the April 23, 1976 revision of the General Education proposal from McClintock, Stone and Woodburn which had been approved by the Curriculum Committee on May 4 (motion 76-327-3 A). As reported to the Senate on April 8 (see Minutes 326, p. XXII), the executive committee received a report dated March 25, 1976 from the Academic Regulations Committee proposing revisions of AR 26 and the consolidation of AR 26 and AR 27. The executive committee has requested the Academic Regulations Committee to redraft a consolidated form of AR 26 and AR 27 which will reflect the Senate's actions of January 15, 1976 to eliminate the Personal Health institutional graduation requirement (motion 75-321-12) and of May 6, 1976 to approve the General Education proposal of McClintock, et al.

The Executive Committee has asked the Academic Regulations Committee to present this revised draft to the Senate at an early fall meeting.

8. Student Prerogative for Space in a Course (p. 31)

On October 9, 1975, the Senate referred back to the Registration and Scheduling Committee a temporary rule on "Student Prerogative for Space in a Course" (motion 75-320-3R). Other reports to the Senate regarding this statement were made on November 6, 1975 (Minutes 321, p. VI) and on January 15, 1976 (Minutes 323, p. XII). The Executive Committee received a revised statement from the Registration and Scheduling Committee and this statement was referred to the Academic Regulations Committee as a possible addition to Academic Regulation AR 9 - Admission to Class.

Attached is a proposed revision of AR9 received from the Academic Regulations Committee on May 9, 1976. The proposed new section AR 9.a is a revised statement on Student Prerogative for Space in a Course. Copies of this revision were referred to the Council of Deans and several members have raised questions and strong objections. The executive committee recommends that the Senate defer action on this revision of AR 9 until further consideration is given to both its academic and legal soundness.

9. May 6 Revisions in Academic Regulation AR 5

At its May 6 meeting, the Faculty Senate approved revisions in two academic regulations, AR 5 and AR 23, with the understanding that some minor changes in AR 5 would be rephrased by the Academic Regulations Committee and reported to the Senate on June 3 (motion 76-327-1A). At the May 6 meeting, the following revision in AR 5 was presented:

"Enrolled students may process transfer of colleges/schools during a period beginning Monday of the seventh week of the term and ending Wednesday of the week before dead week. Old returning students may transfer between the dates of re-admission and registration."

The Academic Regulations Committee has forwarded the following revised statement in an effort to reflect the changes proposed by the Senate on May 6.

"Registered students may process transfer of colleges/schools (effective for the next term) during a period beginning Monday of the seventh week of the term and ending Wednesday of the week before dead week. Returning, but not registered, students may transfer colleges/schools between the dates of re-admission and registration."

10. Report on Vocational/Technical Transfer Agreements (p. 32)

Attached is a report dated May 26, 1976 from the Curriculum Committee regarding proposed transfer agreements between several community colleges and the Departments of Agriculture and Industrial Education.

Office of the Registrar



Corvallis, Oregon 97331 (503) 754-1331

May 3, 1976

TO: Dr. David B. Nicodemus
Dean of Faculty

FROM: W. E. Gibbs *WEG*

SUBJECT: Faculty Senate Consideration of Degree Candidates

I will be happy to be in attendance at the Faculty Senate meeting on Thursday, June 3, 1976 to present the recommended lists of degree candidates in the following categories:

1. Senior Honor Students

As approved by the Faculty Senate on April 1, 1971, the designation "with highest scholarship" will be conferred by the Faculty Senate upon those students graduating with a cumulative GPA of 3.75 or better and who have been in attendance at Oregon State University for at least two regular academic years. The designation "with high scholarship" will be conferred upon students with a cumulative GPA of 3.25, but less than 3.75, and who have been in attendance for at least two regular academic years. These notations will be shown on the Commencement program, the diploma, and transcripts of the student's permanent academic record.

2. Baccalaureate Degree Candidates

Those students verified as having completed all academic school and departmental requirements by the academic dean, and institutional requirements by the Registrar's Office. These candidates are to be approved by the Academic Requirements Committee for recommendation to the Faculty Senate.

3. Advanced Degree Candidates

Those graduate students who have completed degree requirements satisfactory to the Graduate Council for recommendation to the Faculty Senate.

As you have confirmed to the faculty and staff, Spring Term grades for graduating students are to be turned in by noon on Tuesday, June 1, 1976.

cc: Dean Wendell H. Slabaugh

Clayton A. Shaw

School of Pharmacy



Corvallis, Oregon 97331 (503) 754-3725

18 May 1976

TO: Dean David Nicodemus, Chairman
Faculty Senate

FROM: John H. Block, Chairman
Faculty Senate Library Committee

SUBJECT: Request of the Faculty Senate Executive Committee to
Introduce a Motion on Behalf of the Library Committee
at the Senate's June 3 Meeting

On Monday, May 17, I received from Mr. Rodney K. Waldron, Director of Libraries, a memo summarizing the Library's Book/Serial/Binding Budget for 1976/77. It is \$26,000 short of anticipated needs. Mr. Waldron pointed out that the OSU Library fared better than the other State System libraries in terms of a correction for inflation. Nevertheless, cutbacks will have to occur for the Library to operate within the proposed budget with the following areas particularly vulnerable.

1. Serials

(The Library Committee would urge resistance to any further cutbacks in this area without further study. The CORA/A formula shows the Library holdings to be at 59 percent of where they should be for a university with OSU's mission. The Library did carry out a thorough review of subscriptions in 1973 cancelling 380 titles and in 1974 cancelling 668 titles. Since then, 266 new titles have been added.)

2. Book Purchases

(The Committee's position is that book purchases could be partially deferred for one year with the least permanent damage to the library. The reasoning is that books can be purchased at a later date whereas it is difficult and expensive to purchase back issues of serials. Further, libraries will lend books through interlibrary loan services, whereas libraries are reluctant to send complete copies of journals. Rather, the lending library photocopies the desired article only, and the user doesn't have the opportunity to browse through articles of related interest.)

Dean David Nicodemus
May 18, 1976
Page 2

3. Binding

(The Committee recognizes that the Library may have to reduce binding costs by binding selected journals by rivets.)

4. Library Hours

(This is a controversial area as the students have a need for a place to study. Nevertheless, if it comes to a choice of whether the Library should carry out its function of receiving and cataloging information versus providing staff to keep the Library open for extended hours, the Committee would support the maintaining of the Library's holdings.)

The Library Committee requests the Faculty Senate Executive Committee to introduce the following motion at the June 3 Faculty Senate Meeting.

The Faculty Senate respectfully requests that the Director of Libraries defer any serials cancellations for the 1976-77 year to allow the Faculty Senate Library Committee adequate time to review the serials situation. The Senate recommends that the Director of Libraries give serious consideration to making reductions in the following areas (but not necessarily in this order):

1. Reducing the hours the Library is open to those hours when actual library usage is at a maximum in contrast to the Library functioning as a study hall.
2. Using other means of binding selected serials.
3. Deferring purchases of new books.

jc

cc: Prof. Ken Patterson, Vice-Chairman
Faculty Senate

Mr. Rodney K. Waldron
Director of Libraries

Faculty Senate Library Committee

CHANGES IN REGISTRATION POLICIES AND PROCEDURES

A. Proposed for Permanent Policy1. Shorten Pre-Registration Days for Winter and Spring Terms

It is recommended that the period for seniors be shortened by 30 minutes and that the Gill Coliseum activities be concluded at 5:30 p.m. on Tuesday, December 7, 1976 and Tuesday, March 8, 1977.

2. Change of Program Fees

It is recommended that fees in the amount of \$1/course add, \$3/change of S/U grading status, \$5/course drop be in effect for all changes of program after original registration for a term. Exceptions for which there would be no charge include the following:

- a. Course adds approved in the regular ways to exceed the 19-hour limit.
- b. Courses necessary to add to obtain a complete schedule as originally requested. (Applicable in cases other than where optional physical education activity and writing courses were not scheduled as a result of original registration requests.)
- c. Section changes requested in writing by an academic department for university (not personal) reasons.

3. AR 8. Penalty for Late Registration

It is recommended that the late registration fee of \$5 for the first day and \$1 for each additional day be in effect on the first day of classes for all students.

These policies were in effect on a one-year trial basis during the 1975-76 academic year.

B. Proposed for a One-Year Trial1. Alphabetic Sectioning Limitation

Restriction on enrollment alphabetically in the following course, plus any others that academic departments may wish to include:

<u>Sp 112</u>	<u>Closing Student</u>	<u>Extra Requests</u>
Fall, 1975	7,609	261
Winter, 1976	7,752	255
Spring, 1976	7,991	201

The alpha sequences will be A-G, H-N, O-Z in an order to be assigned by the Speech Communication Department. Students with senior standing will not be affected by the alpha sectioning limitation.

Department of
Philosophy



Corvallis, Oregon 97331 (503) 754-2955

April 28, 1976

TO: Executive Committee
D. B. Nicodemus, Chairman

FROM: Bylaws Committee
Robert Dale, Chairman

The Bylaws Committee recommends that the Bylaws of the Faculty Senate be amended as indicated on the enclosed pages. However, with the limited time for discussion and final decision remaining this year, we suggest that these recommendations be put before the Senate at its June meeting for its information and response preliminary to a formal and final proposal next Fall.

Since substantial changes are recommended, it might be useful and important to note the principal ones and to summarize the rationale behind them. In general, we have sought ways to make the Senate a more articulate and effective representative of the faculty so that the faculty may better fulfill its responsibilities to the University Community. An articulate faculty, far from being antithetical to effective administration, is essential to it.

1. We recommend a more open procedure for nominating candidates for election to the Executive Committee whereby any member of the Senate can initiate a nomination. It seems inappropriate in principle for the Executive Committee to appoint the Nominations Committee, which in turn nominates the candidates for election to the Executive Committee.
2. We recommend that the President of the University not be a member of the Executive Committee. Certainly, he should be welcome and would often be invited to meetings of the Committee. But as the chief administrative officer of the University it seems inappropriate for him to serve as a member of a committee of an elected faculty senate.
3. We recommend that the Vice Chairman, rather than the Dean of Faculty, chair the meetings of the Executive Committee. Again it seems appropriate that the most important committee of an elected faculty senate be chaired by an elected faculty member, notwithstanding the conscientiousness and effectiveness of the present chairman. In addition this might serve to enhance the stature,

Executive Committee
April 28, 1976
Page 2

credibility, and responsibility of the Vice Chairman as the elected representative and leader of the faculty.

4. With the added duties and responsibilities of the Vice Chairman as chairman of the Executive Committee we believe that it would be useful, if not essential, for him to have prior experience as a member of the Executive Committee and to be currently familiar with its affairs. In order to balance this with the principle of elected leadership we recommend a nomination procedure in which the first-year members of the Executive Committee normally would be the candidates for election to Vice Chairman.
5. In order to limit the burden of University service on any single individual as well as his influence on faculty policy and the incumbent Vice Chairman we recommend that the immediate past Vice Chairman not be a member of the Executive Committee. Certainly, the Committee or the Vice Chairman might call upon him for consultation and aid.

Robert Hale

Enclosure

Article VI: Officers

Section 2, replace lines 4 and 5 with:

Chairman. Shall preside at meetings of the Faculty Senate. Shall collaborate with the Vice Chairman in determining and preparing the agenda of the Executive Committee's meetings. Shall preside at meetings of the aforesaid Committee when the Vice Chairman is absent.

replace lines 6 through 9 with:

Vice Chairman. In collaboration with the Chairman (Dean of Faculty) shall determine and prepare the agenda of the Executive Committee's meetings, and shall preside at them. Shall preside at meetings of the Faculty Senate in the event of the absence of the Chairman, or at his request. Shall serve as, or shall designate, the chairman of each Faculty Forum session.

Section 3, replace lines 1 through 8 with:

Nomination and Election Procedures for Vice Chairman. At least two candidates shall be nominated for the office of Vice Chairman. The Nominations Committee shall certify as nominees members of the Executive Committee who, at the time of the election, will have served on this Committee for not less than six months nor more than twelve months, and who are willing to be candidates. Should there be fewer than two candidates, the Nominations Committee shall nominate additional candidates, excepting members of the Executive Committee who, at the time of the election, will have served on the Committee for more than twelve months. Additional nominations may be made from the floor.

Article VII: Executive Committee

Section 1, replace with:

Membership. The Executive Committee shall consist of the Vice Chairman, the Chairman (Dean of Faculty) ex officio, and six others elected from the membership of the Faculty Senate.

Section 3, replace lines 1 through 4 with:

Nomination and Election Procedures for Elected Members of the Executive Committee. The election shall occur immediately following the election of the Vice Chairman.

The Nominations Committee shall certify as nominees those Senators whose nomination has been made, seconded and consented to in writing to the Committee Chairman. There shall be more nominees than positions to be filled. Additional nominations may be made by the Nominations Committee and from the floor.

Election shall be by written ballot. Each Senator shall be entitled to vote for as many candidates as there are elective positions open. Those candidates receiving the highest number of votes shall be elected. Tie votes shall be resolved by written ballot in a run-off election.

replace lines 5 through 11 with:

Section 4. Term of Office and Vacancies. Senators elected to the Executive Committee shall serve a term of two years. The exception shall be when an elected member's position becomes vacant. A vacancy shall exist upon the effective date of election to Vice Chairman, expiration of Senate membership, inability to discharge the duties of office, or resignation. Vacancies in the elected membership shall, with one exception, be filled by the candidate who received the next highest number of votes in the most recent election. A vacancy caused by election to Vice Chairman shall be filled at the immediately following election.

An elected member who, at the completion of his term, will have served on the Committee for more than eighteen months shall be ineligible for re-election for two years.

Section 3, delete lines 14 through 18.

OREGON STATE UNIVERSITY

CORVALLIS, OREGON 97331

OFFICE OF THE DEAN OF FACULTY

May 7, 1975

MEMORANDUM

To: Bylaws Committee
Agnes Grady, Chairman

From: Executive Committee *SJN*
D. B. Nicodemus, Chairman

Subject: Status of Members of the Executive Committee who are not
Members of the Faculty Senate

At its meeting on May 5, the Executive Committee asked that the following matter be brought to the attention of the Bylaws Committee. The Bylaws specifically require that at the time of their election, the elected members of the Executive Committee shall be elected members of the Faculty Senate. There is no apparent provision in the Bylaws which requires that elected members of the Executive Committee also be members of the Senate (1) during their second year in office (2) while serving as immediate past vice chairman or (3) while serving as a replacement to fill a vacancy.

There are several recent examples of persons serving on the Executive Committee who are or were not members of the Senate:

1. 1975 Lois McGill, the immediate past vice chairman
2. 1974 Robert Becker, the immediate past vice chairman
3. 1973 Zaworski as a replacement for Becker
4. 1972 Bernier during his second year on the Executive Committee.

Although there are no very serious problems resulting from the fact that one or possibly two members of the Executive Committee are not Senators, this condition at least creates at times a degree of awkwardness. Technically, such persons are excluded from Executive Sessions of the Senate, but the chair has never seen fit to take such action. Also, they have no right to make motions on the floor of the Senate; the chair has probably never checked or questioned their privilege to speak or to make motions.

Some members of the Executive Committee have suggested, for your committee's consideration, the possibility of giving ex-officio membership status in the Senate to such persons as described above. Such a provision would not necessarily (and perhaps should not) include the right to vote, but it would clarify the individual's right to debate, to make motions and to be present in Executive Sessions.

Although the above matter is not of great urgency, we would welcome your committee's advice and possible recommendations either to amend or to not amend the Bylaws.

cc: Executive Committee, Parliamentarian

June 10, 1975

To: Executive Committee, Faculty Senate
D. B. Nicodemus, Chairman

From: Bylaws Committee
Agnes Grady, Chairman

Agnes Grady

The Bylaws Committee has considered your Memorandum dated May 7, 1975, relating to the matter of status of members of the Executive Committee who are not members of the Faculty Senate. The Committee recommends that the following changes be made in the Bylaws.

- 1) Article VII, Section 3, paragraph 3, be changed so that any vacancy in the Executive Committee be filled by a person who is at the time of the vacancy a Faculty Senate member.

Since the current Bylaws fill vacancies by the original election, it is possible for that election to be twenty months in the past with the greater possibility that those nominees for the Executive Committee are no longer Senate members. One way of changing this paragraph would be to use the last election since all candidates in that election would still be Faculty Senate members.

- 2) A sentence be added to the same paragraph to the effect that an immediate past Vice Chairman and other members of the Executive Committee, who during their term of office on the Executive Committee are not re-elected to the Faculty Senate, would be designated ex-officio Faculty Senate members with the rights of making motions and debating but not having the privilege of voting.

OREGON STATE UNIVERSITY

OFFICE OF THE DEAN OF FACULTY

CORVALLIS, OREGON 97331

October 7, 1975

MEMORANDUM

To: Bylaws Committee
Robert E. Dale, Chairman

From: Executive Committee *[Signature]*
D. B. Nicodemus *[Signature]*

Subject: Status of Members of the Executive Committee
who are not Members of the Faculty Senate

Attached are copies of our memorandum of May 7, 1975 to your committee and of your response dated June 10, 1975. The executive committee asks your committee to consider an alternative change in the Bylaws which we hope might be feasible and acceptable to your committee and eventually to the Senate.

We propose that if a person's term as an elected member of the executive committee (including the vice-chairman who continues for a second year as immediate past vice chairman and including any replacement to fill a vacancy) extends beyond that person's term as an elected member of the Faculty Senate, that the Bylaws provide an automatic extension of that person's term as an elected member of the Senate and that such extension continue only to the end of that person's term as a member of the Executive Committee. We also suggest that during the period of such an extension, that the person be considered (or designated) as a member-at-large of the Faculty Senate and not as a representative of the School or College or other unit which originally elected that person. We further suggest that the above proposed provisions might be drafted as a new Section 4 to be added to Article VII of the Bylaws.

If this suggestion is considered favorably, at least one related question may arise with respect to Section 5 of Article V. For example, Lois McGill was an elected member of the Faculty Senate for a regular three-year term during the calendar years 1972, 1973 and 1974. During 1974 she served as the elected vice chairman. During 1975 she serves on the Executive Committee as the immediate past vice chairman but currently is not a member of the Senate. If our proposed revision of the Bylaws were in effect and if her term on the Senate had been automatically extended to include 1975, could that extension be considered as part of the previous term (extending it from 3 to 4 years) or should it be considered as a separate and additional 1-year term? The answer to this question would affect her eligibility for re-election to the Senate for a term starting in 1976. A similar example may soon arise in the case of Mary Kelsey who is an elected member of the executive committee for 1975 and 1976 but whose term on the Senate ends in 1975.

If the above suggested change in the Bylaws is not feasible, we solicit the ingenuity and wisdom of your committee in seeking a simple and better solution. As indicated earlier, we do not regard this matter as being particularly serious or urgent.

DBN/ss

Attachments

cc: R. W. Newburgh, Vice Chairman
T. E. Doler, Parliamentarian

May 24, 1976

Interinstitutional Faculty Senate
Oregon State System of Higher Education

Oregon State University Senators' report to Oregon State University Faculty:

The Interinstitutional Faculty Senate serves as a communication link between the faculty, the Chancellor and his office, and the Board of Higher Education. Each quarter the Executive Committee meets with the Chancellor to discuss mutual problems. During the January meeting this year the Chancellor met with the entire Senate. As in other years, he used the Senate as a sounding board to determine faculty sentiments and the Senate passed on to him concerns of the faculty. During the last year the Executive Committee and some committee chairmen have met with Vice-Chancellor Romney, Vice-Chancellor Lemman, and Vice-Chancellor Holmer.

Upon the invitation of Legislator Rick Gustafson of the Interim Legislative Subcommittee on University and College Governments, the Senate, through its Chairman and through the Chairman of its Educational Policies Committee, established contact with the Interim Committee. The two Faculty Senators attended meetings of the Interim Committee and have continued to monitor its activities. The Senate also has monitored through its representation the new Education Coordinating Commission.

The Senate also further organized its subcommittee to study Higher Education Budgets. This committee met with Vice-Chancellor Holmer who explained how the Higher Education budget is generated. He also explained the activities and findings of the Interinstitutional Committee on Resource Acquisition/Allocations (CORA/A). This latter committee has studied data from seven comparable institutions: Missouri, Washington, Indiana, Michigan, Michigan State, Ohio State, and Colorado. In comparison with these institutions the Oregon System is underfunded. Our funding is only 68% of their average. Vice Chancellor Holmer hopes to use his formulas to justify higher funding. He may also use the formulas to justify allocation of resources between Oregon institutions. However, the differences between Oregon institutions is not great.

When the Chancellor met with the Senate, he asked for support for legislation to narrow the scope of possible collective bargaining to economic issues. Although the Senate did not decide to support him in this proposal, it moved to attempt to strengthen faculty governance through amendments to Administrative Rules.

The Senate this year recommended that the Higher Board direct each institution to grant across the board pay increases of at least 8% and that the remainder of the salary improvement money be used at the discretion of the various institutions. The Board declined to accept the recommendation on the grounds that inflation had lessened. Consequently, it specified only 6% as across the board.

The Senate also concerned itself with faculty records, student evaluation of instructors, developments in collective bargaining, the problem of institutions using temporary part-time appointments instead of filling full-time positions, an interinstitutional "Student Information System," evaluations of institutional executives, sick leave policies, and other matters.

OSU Senators' Report
to OSU Faculty
Page 2

Oregon State University Faculty are invited to make their concerns known to the Interinstitutional Faculty Senators. The minutes of the four meetings of the year can be read in the Dean of Faculty's office.

Lafayette G. Harter, Jr.
Dale E. Kirk
David H. Carlson

Department of
General Science



Corvallis, Oregon 97331 (503) 754-1151

May 19, 1976

TO: Executive Committee, Faculty Senate
FROM: Faculty Reviews and Appeals Committee

ANNUAL REPORT

1. One case was actively considered under the Review Process and the Committee determined there was no basis for further consideration of the situation. This case was terminated following the Review.
2. At this time there are no cases on the docket of the Committee.

A handwritten signature in cursive ink, appearing to read "Henry Van Dyke".

Henry Van Dyke
Chairman

Department of
Industrial Education



Corvallis, Oregon 97331 (503) 754-2733

May 20, 1976

TO: Dean David Nicodemus
FROM: Advancement of Teaching Committee
Earl E. Smith, Chairman
SUBJECT: Annual Report to Senate

Earl E. Smith

1. The committee developed guidelines, established the selection process, and evaluated applications for Faculty Development Awards that were made from a new Faculty Development Fund. Awards were made to tenure-track or tenured members of the faculty of Oregon State University. The purpose of the awards was to permit and enable recipients to keep current in their professional fields and improve upon their abilities to serve Oregon State University, the students of the university, and the colleagues of the award recipients. Special emphasis was placed upon activities that contribute to the improvement of teaching at Oregon State University.

Twelve university faculty members received Faculty Development Awards, totally \$14,107. Six of the twelve awards were funded from the new Faculty Development Fund. The remaining awards were made from other funds. Awards in the future are expected to amount to about \$1,000 annually. The next open period for award applications will be early fall, 1976.

2. The committee is currently researching the possibility of a new university program to aid graduate teaching assistants in the transition to university teaching. Committee activity will continue in this area during 1976-77.
3. The committee continues to sponsor the Course Reaction Survey forms, which can be obtained from and processed by the Computer Center.
4. The chairman of the committee has served on the selection committee for the Elizabeth P. Ritchie Distinguished Professor Award.

Dean David Nicodemus
May 20, 1976
Page 2

5. Numerous meetings were held during the year to explore potential areas for committee contributions and to develop current projects into action programs. The committee is especially indebted to Dean Stuart Knapp for his interest and support of committee efforts. Appreciation is also extended to members of the committee for their extensive contributions to our mutual activities.

Faculty members: Earl Smith, chairman; Robert E. Shirley; Winnefred L. Wyckoff; David A. Barber; Jerry O'Connor

Student members: Eric Vogel, C. Robert Headrick, Mary Sansregret, Rita Pratt

Vice President for
Research and
Graduate Studies



Corvallis, Oregon 97331 (503) 754-3437

May 12, 1976

MEMORANDUM

TO: David B. Nicodemus, Chairman, Executive Committee, Faculty Senate

FROM: Roy A. Young, Chairman, Research Council *Roy A. Young*

SUBJECT: Report of Research Council Activities to Faculty Senate

The Research Council establishes policies for matters pertaining to grant, contract, general and exploratory research activity. In addition, the Council promotes, stimulates, and facilitates research activity by disseminating information about the availability of and procedures for applying for grant funds and by recommending awards for direct support of research from the NSF and PHS institutional grants.

Activities in 1975-76

The Research Council has continued to review and advise on plans for university research programs and major equipment needs and has reviewed requests for research support and recommended allocations from institutional grant funds provided by the National Science Foundation and by the National Institutes of Health. During the current year the Council recommended 32 research support awards. While in the past most awards have been allocated to new young faculty to assist them in initiating research programs, a greater number of awards were made during the year to more senior scientists either to supplement major departmental equipment purchases or to assist faculty in changing research emphasis. Support was provided also for a visiting lecturer program.

The National Science Foundation institutional support program has been discontinued but there is a sufficient balance in the account to continue to support a visiting lecturer program in 1976-77. The PHS institutional award has been continued for an additional year but the future of the PHS institutional support is somewhat doubtful. The attitude of the federal administration continues to be negative toward institutional support.

The fiscal year for the PHS institutional grant has been changed so that the grant year ends on March 31 rather than May 31. A new award has been received for the next fiscal year. The use of these funds, however, is more restricted than the NSF institutional grant as the PHS grant must be used to support health-related research.

Emphasis has been placed during the past year on acquiring equipment of significance to departments or to a broad institution-wide user group.

-2-

Currently, plans are being developed for a major equipment purchase that would benefit a number of faculty involved in health-related research.

Federal support for training grants, traineeships, and fellowships continues to be very limited. Most graduate student support is being provided through research grants rather than training grants, traineeships or fellowships.

May 24, 1976

MEMORANDUM

TO: David B. Nicodemus
Faculty Senate Executive Committee

FROM: Kay Conrad, Chairperson
1975-76 Student Recognition and Awards Committee

SUBJECT: Final Report

The Student Recognition and Awards banquet was held on Thursday evening, May 13, in the MU Ballroom. The banquet was well attended (275+) by the student honorees, their families and friends, and members of the OSU faculty.

The Student Recognition and Awards Committee began official work on its committee assignment February 24 and concluded May 17. In discharging its responsibilities, the committee met as a whole four (4) times for a total of six (6) hours and in four (4) individual subcommittee meetings four to six (4-6) times each for an average total of sixteen (16) hours. Out-of-meeting time commitments were additional and varied depending upon the assigned responsibility.

Initially, all undergraduate students with an accumulative gpa of 3.25 through winter term (2,354) were contacted and given the opportunity to complete the necessary application form qualifying them for award consideration. Approximately 600 responded. Sub-committees for each class selected their finalist "pool" based on the written applications. Each finalist was interviewed for seven to ten minutes and then final decisions were made. The entire committee had spent considerable time and effort in designing fair evaluation forms and in providing objective consideration during the interviews of the OSU Scholarship/Leadership finalist nominees.

The committee selected 32 students for Scholarship and Leadership Awards. There were three (3) awards each to freshman and sophomore men and women, and five (5) awards each to junior and senior men and women. In the finalist "pools" there were 24 freshmen and 30 each in the sophomore, junior and senior classes. Fourteen students were selected for Scholastic Awards. These awards were presented to the six (6) sophomore, five (5) junior, and three (3) senior students who had the highest grade point averages (4.00) in their respective classes.

Each of the above award winners received a certificate signed by the Chairperson of the committee and by the President of Oregon State University. A variety of other special awards were presented to recipients selected by the awarding group, i.e., Blue Key, AAUW, Alpha Lambda Delta, etc.. Gifts presented to the Scholarship and Leadership Award recipients in the freshman and sophomore classes were engraved scrapbooks. Junior and senior award recipients received myrtlewood bookends with bronze plaques appropriately engraved and affixed. Each of the Scholastic Award winners received a pair of myrtlewood bookends unless they were duplicate winners (in which case they received the certificate only). President MacVicar presented the certificates, gifts, and other awards at the banquet.

Student members of the Student Recognition and Awards Committee as well as other OSU students provided considerable assistance prior to and during the evening of the banquet.

The minutes of the committee's final evaluation meeting contain recommendations for committee consideration next year. I would draw those specifically to the attention of the incoming committee chairperson.

It was a privilege serving as chairperson of this committee because of the very fine cooperation and support provided by the other committee members and because the committee feels that in discharging its responsibilities deserving undergraduate students are honored in a very special way.

Respectfully submitted,

D. Kay Conrad
D. Kay Conrad
Chairperson, 1975-76

Faculty members on the Student Recognition and Awards Committee included:

Georgene V. Barte, Foods & Nutrition
Robert M. Donnell, Library
M. William Harp, Education
James H. Krueger, Chemistry
Charles C. Langford, Sociology
James J. Lynch, English
Lee Peddicord, Nuclear Engineering

Student committee members were:

Dave Christmann, Sr., Science
Dave Kean, Sr., Liberal Arts
Wesley Lee, Jr., Science
Jeffry T. Li, Soph., Science
Sue O'Rourke, Sr., Science
Martha Parkinson, Jr., Education
Phyllis Reasoner, Sr., Business
Rene A. Rouse, Jr., Home Economics

5/24/76
KC:jj

Curriculum Coordination



Corvallis, Oregon 97331 (503) 754-3711

May 3, 1976

- M E M O R A N D U M -

TO: Executive Committee of the Faculty Senate
David B. Nicodemus, Chairman

FROM: University Curriculum Committee
Frank Ligon, Executive Secretary

SUBJECT: Guidelines for Internship Proposals

The enclosed "Guidelines for Preparation and Review of Internship Curricular Proposals," which incorporated earlier Graduate Council guidelines, have been endorsed by Dean Slabaugh and were approved by the Curriculum Committee on March 30, 1976, and have been distributed as part of Curriculum Committee minutes #16, 3/30/76.

The Guidelines are now forwarded for the information of the Executive Committee and for reporting to the Faculty Senate or other action that the Executive Committee may deem appropriate.

FL:cjj

encl.

GUIDELINES FOR PREPARATION AND REVIEW
OF INTERNSHIP CURRICULAR PROPOSALS
(approved 3/30/76)

Cooperative work experience in various aspects, both with and without credit, has long been a part of the curricular programs of various schools and departments of the University. Several departments now list formal internship or field experience courses for credit. During the past two years, the University Curriculum Committee and the Graduate Council have received an increasing number of formal internship course proposals which have varied widely in quality, clarity, completeness of information, and proposed standards of supervision and administration.

Both the Curriculum Committee and the Graduate Council endorse the internship as an appropriate learning experience of academic value if properly planned and supervised. The purpose of these guidelines is to provide clear procedures for use by colleges, schools, and departments for the preparation and review of internship and similar field experience curricular requests in order for the proposal to speak to such questions as how supervised, content and clarity of contract or other agreement with student and participating agency, maximum number of hours, credit hours vis-a-vis hours of work, relationship of pay and credit, kind of academic performance expected (papers, seminars, reading and conference, examination, or the like), and how evaluated.

1. It is suggested that the numbers 410, 510 be reserved for intern-type course proposals and a uniform course title be designated in order to provide as much campus-wide consistency as possible, e.g., PS 410, Political Science Internship; BA 510, Business Internship.
2. Assigned credit should be commensurate with the academic learning experience. Note that one hour of lecture per week, implying at least two additional hours of preparation by the student per lecture, has traditionally been weighted as one hour of credit per term; a three-hour laboratory period, with nominal outside preparation, is traditionally given one credit. Thus, in an 11-week term, 33 student hours = 1 credit hour. The formula for determining the number of credit hours should be clearly indicated in the work experience proposal, as well as the total amount of internship credit allowed in the student's program.
3. Though brief, the course description should clearly indicate the nature, method of supervision, and evaluation of the work-study experience.
4. The following list indicates information that should be attached to the internship course proposal:
 - (a) clear work description: expected activities; responsibilities of student, supervising faculty member, and participating off-campus, work-study agency; sample agreement or contract to be signed before the work experience starts; pay or no-pay; relation to credit hours;

- (b) plans for evaluation of the work-study experience: student performance, faculty supervision, participation of cooperating off-campus agent;
- (c) guidelines for selection of student intern and cooperating agent;
- (d) standards for determining that the internship experience fits the student's program in pursuance of the major;
- (e) guidelines for determining that the proposed work experience will not duplicate credit already awarded, either by OSU or at another institution;
- (f) grading procedures proposed for the internship experience: A-B-C-D-F or S/U and rationale.

The above list incorporates the criteria for internship proposals established in January, 1975, by the Graduate Council, but for the sake of clarity, the Graduate Council criteria are appended to these guidelines.

GRADUATE COUNCIL GUIDELINES
RELATING TO INTERN COURSES

(endorsed 1/27/75)

The Graduate Council wishes to establish policies which encourage educational quality in the use of internships. It is assumed that academic credit earned represents more than only on-the-job experience. Therefore, the following criteria are endorsed with the request that information on each criterion be supplied to the Graduate School when requests are made for internship curricular offerings carrying academic credit:

1. The academic unit plays an active and responsible role in the course. This may be provided through graded seminars, readings, papers, and/or examinations.
2. A graduate faculty member is assigned to the course and provides a regular and workable supervision procedure.
3. Appropriate evaluation and grading procedures are employed.
4. Credit earned is proportional to academic work involved.

cjj

Office of the Dean of
Undergraduate Studies



Corvallis, Oregon 97331 (503) 734-3733

May 18, 1976

MEMORANDUM

TO: The University Cabinet

FROM: Stuart E. Knapp, Chairman *Stuart E. Knapp*
Ad Hoc Committee on Student Grievance Procedures

RE: Student Academic Grievance Procedures

On December 15, 1975, the University Cabinet asked us to review student grievance procedures and to prepare recommendations for consideration by appropriate bodies. At this time we would like to recommend that the enclosed paragraph be inserted before A.R. 1 in the Schedule of Classes beginning with the 1976-77 issue. This paragraph is designed to make information about current grievance procedures more visible to students.

On April 1, the committee sent to each school and college a set of questions regarding current and proposed academic grievance procedures. In the responses we found little support for the procedures prepared by the students and approved by the ASOSU on April 22, 1975.

It was the consensus of the Committee that we not recommend uniform grievance procedures at this time. However, we would like to continue to study the matter of uniform vs non-uniform procedures. We propose to distribute the packet of responses to our questions at a Council of Deans' meeting for discussion of this topic. In the fall the committee will call old and new members together to discuss the results from the Deans' discussion.

SEK/cls

cc: Dean of Faculty
Executive Committee of the Faculty Senate
Ad Hoc Committee on Student Grievance Procedures:

Lois A. McGill, Food Science & Technology

Charles W. Cormack, Anthropology

Ann Daneke, ASOSU 2nd Vice President

Kirby Bartholomew, ASOSU State Affairs Director

Dean Earl Goddard, School of Business

Sally Malueg, Undergraduate Studies (ex officio)

INSERTION FOR THE 1976-77 SCHEDULE OF CLASSES

Academic Grievances

Students may appeal academic grievances first to the class instructor and then to the Department Head or Chairman. If the situation is not resolved to the student's satisfaction, the student should go to the Head Advisor of the school or college in which the course is offered to obtain further information about appeal procedures of the college, school or university. Procedures for other grievances -- e.g., student employment appeals, student financial aid appeals, student appeals in matters of university-owned housing, freshmen live-in requirement, student activities and organization appeals, discipline action appeals -- are outlined in the Student Handbook.

(Received from the Academic Regulations Committee - May 6, 1976)

PRESENT AR 9

9. Admission to Class

- a. Instructors will receive lists of students in their classes within two days after the opening of the term. Subsequent lists will include the names of later registrants. Students whose names appear on these lists are officially registered; others are to be referred immediately to the Registrar's Office for completion of registration.
- b. An auditor enrolls by petition at the Office of the Registrar. Audited courses should not be shown on one's registration forms.

PROPOSED AR 9

9. Admission to and Enrollment in Class:

- a. A student who meets the published prerequisites and other requirements made explicit in the first class meeting may not be asked or forced to drop a course. If these prerequisites and requirements are not met, the instructor may advise or request the student to drop the course; such action should be taken before the student is unable to add another course (see AR 11c).

The above provisions do not preclude the cancellation of a class due to low enrollment in accordance with the President's directive on minimum class size. Also, in special circumstances the instructor, after consultation with the department head and dean, may urge the student to drop or withdraw from the course or accept the likelihood of unsuccessful completion or failure in the course.

- b. Anyone's name appearing on the fourth week class list is officially registered in the course. Omissions and erroneous entries are to be reported to the Registrar's Office.
- c. An auditor enrolls by petition at the Registrar's Office. Audited courses should be shown on one's registration form.

(The above statement under proposed section 9.a. is a revised statement on Student Prerogative for Space in a Course which is proposed jointly by the Academic Regulations Committee and the Registration and Scheduling Committee.)

Curriculum Coordination



Corvallis, Oregon 97331

(503) 754-3711

May 26, 1976

- M E M O R A N D U M -

TO: Executive Committee of the Faculty Senate
David B. Nicodemus, Chairman

FROM: University Curriculum Committee
Frank Ligon, Executive Secretary *Frank Ligon*

SUBJECT: Vocational/Technical Transfer Agreements;

During spring term, the Curriculum Committee has reviewed and approved nine agreements for block transfer of vocational/technical course credit.

Agricultural Education proposes agreements with Linn-Benton, Portland, and Umpqua Community Colleges. Industrial Education proposes agreements with Clackamas, Clatsop, Linn-Benton, Rogue, Southwestern, and Treasure Valley. With the approval of the nine proposed transfer programs, these two departments will have effected agreements with nearly all of the thirteen Oregon community colleges.

All nine programs have been prepared and reviewed in accordance with the guidelines for such agreements adopted by the Faculty Senate on October 5, 1972, and revised February 1, 1973.

As prescribed by the guidelines, following approval by the Curriculum Committee, the proposed transfer agreements are being reported to the Faculty Senate and the Academic Requirements Committee and are being forwarded to President MacVicar for approval and appropriate action.

A. Agenda for the Senate Meeting, Thursday, November 4, 3:30 p.m. Withycombe 101

As published in the October 28 issue of the Staff Newsletter, the agenda will include the reports and other items of business listed below. To be approved are the minutes of the October 7 Senate meeting as published in the October 14 issue of the Staff Newsletter Appendix. (Also distributed were the 1975-76 Faculty Senate Minutes Index.)

1. Report of the Executive Committee - Faculty Senate

Apportionment Table for 1977 (p. 4)

- K. D. Patterson

Attached is the table of on-campus FTE in the rank of instructor or above for Faculty Senate apportionment for 1977. This table has been prepared and approved by the Executive Committee following the same guidelines used in previous years and reported to the Senate as outlined in the memorandum of October 8, 1976 to Members of the OSU Faculty (Apportionment tables for the last two years are published in Minutes 75-322, p. VIII and 74-311, p. VII).

2. Report of the Academic Requirements Committee (pp. 5 - 8) - W. I. Lusetti

Attached is the committee's report for 1975-76 dated October 11, 1976. The Executive Committee is concerned about the reported abuses of established deadlines and procedures (especially those involving the W grade) and also about the steadily increasing work load of the committee as measured by the number of petitions it considers each year.

The Executive Committee encourages the Senate to approve two recommendations which appear on page 2. of the October 11 report and suggests that this matter be referred to the Academic Regulations Committee for consideration. That committee would be expected to consult with the Academic Requirements and Academic Deficiencies Committees and with the academic deans and their head advisors and the Registrar's Office.

3. Reports from the Executive Committee and from the Executive Office

B. Reports from the Executive Committee

1. Special Senate Meeting called November 18

A special Senate meeting is called on Thursday, November 18 at 3:30 p.m. in Cordley 1109. (Please note the change in meeting room; because of scheduling conflicts, the regular Senate meeting in December and January will also be in Cordley 1109.) The agenda for the special meeting will include the reports and recommendations from the Curriculum Committee and the Graduate Council regarding Category I and Category II Curricular Proposals for 1977-78. Copies of these reports and recommendations will be distributed to Senators prior to the Special meeting as early as they are available.

Because President MacVicar has not been able to attend the regular October and November Senate meetings, the agenda for the special meeting may include a report from the President regarding the Senate's action of February 5, 1976 on the Reporting of Senior Grades (motion 75-316-2TR). If time permits, there may be other informational reports from the Executive Committee and the Executive Office.

2. Report from the Special Services Committee (pp. 9, 10)

Following the incident on Monday, October 18, involving eight OSU students who later reported their responsibility for erecting and burning a cross on the front lawn of the Black Cultural Center (see Barometer of Friday, October 22), the Executive Committee received a number of expressions of concern and two letters from faculty members who recommended specific actions by the Faculty Senate on behalf of the OSU Faculty. The Executive Committee referred these recommendations to the Special Services Committee and requested the committee's advice in this matter.

The Special Services Committee (Sally Wong, chairman) recommends the Faculty Senate's endorsement of the attached letter to the editor dated October 22, 1976 which was published (with a few editorial changes) in the October 25 issue of the OSU Daily Barometer. The Executive Committee urges the Senate to endorse the Special Services Committee's statement of October 22.

3. Special Committee to Draft Guidelines for Student Input/Participation in Faculty Evaluation (pp. 11, 12)

As reported to the Senate on October 7, the Executive Committee participated in appointing members of a special committee to draft guidelines to implement the August 24 revisions in the Board's Administrative Rule, AR 41.160 - Criteria for Faculty Evaluation. Senators were invited to volunteer or to nominate others for this assignment (see Minutes 76-329, p. III).

Attached is a Memorandum dated October 27 from the Dean of Faculty listing the membership of the Special committee and outlining its general responsibilities to be discussed at its first meeting on October 29. Three of the faculty members appointed by the Executive Committee are also members of the Faculty Status Committee.

4. Status of Bylaws Committee Report of April 28 as Amended on October 7, 1976 (p. 13)

The minutes of the October 7 Senate meeting (76-329, pp. I-II) include the full text of the amendments to Articles VI and VII of the Senate's Bylaws as proposed in the April 28 report of the Bylaws Committee (presented to the Senate on June 3) and as amended on October 7. (Because the October 7 amendments were not sent in writing to each member of the Senate until about October 26 when the minutes were distributed, the provisions of Article XV of the Bylaws preclude formal action on these proposed amendments before the December Senate meeting.)

Attached is the Vice-chairman's letter dated October 8 to the Bylaws Committee requesting its consideration of several questions relating to the proposed amendments and asking for its first report on these matters by February 1977. In response to this request, the Bylaws Committee met with President MacVicar on October 21 and has scheduled additional meetings, including one with the Dean of Faculty on November 11.

The Senate's Vice-chairman and the Bylaws Committee chairman may wish to present additional status reports on November 4.

5. Status of Revised/Consolidated AR 26, 27

The Curriculum Committee and the Academic Regulations Committee have reported their intention and hope to present a joint report and recommendations to the Faculty Senate at the December meeting (see Minutes 75-329, p. III - Report from the Executive Committee - Graduation Requirements - General Education).

6. Status of Appointments of Student Members to Faculty Senate Committees

On October 25, the Executive Committee reviewed the recommendations from ASOSU and Student Activities of student members to serve on Faculty Senate committees and approved the appointment of 23 students. Another 23 student positions are still vacant on Faculty Senate committees.

In a few cases, a student had been recommended for appointment to more than one committee. The Executive Committee agreed to follow the same policy used in appointing faculty members or that no person would normally be appointed to more than one Faculty Senate committee.

7. Replacements on Faculty Senate Committees

At the October 7 Senate meeting, a membership roster of all Faculty Senate committees and councils was distributed. Since then, the following replacements have been appointed:

- a. Classroom Television David W. Phelps '78 (Vice Guss) Health
 - b. Student Recognition and Awards Kenneth J. Williamson '79 (Vice Reynolds) Civil Engr.

8. Schedule for Faculty Senate Elections

As reported in the Executive Committee's memorandum dated October 8, 1976 to Members of the OSU Faculty, Senate elections are to be conducted during November. Results of these elections are to be reported by no later than December 1 so that the Nominations Committee may prepare its report and slate of nominees (for Vice-chairman and members of the executive committee) by December 13 to be published in the December 16 issue of the Staff Newsletter (or if the report can be ready by December 6, it would be published on December 9).

On Campus Academic FTE - Rank of Instructor and Above - for Faculty Senate Apportionment 1977
 (Based on July 1, 1976 budget except Contract Research FTE is as of October 15, 1976)

College/School	Instruction	Research*	Extension	Misc.** Budgets	Total	No. of Senators	Gain or Loss
Agriculture	47.63	171.44	65.87	14.81	299.75	21	+1
Business	60.26	.54		2.70	63.50	5	
Education	56.57	9.28		13.06	78.91	6	
Engineering	84.59	14.10		5.44	104.13	7	-1
Forestry	28.98	49.33	7.60	3.16	89.07	6	
Health & Physical Education	44.22	.30	.50	8.68	53.70	4	
Home Economics	40.83	7.00	10.86	5.39	64.08	5	+1
Liberal Arts	212.31	5.04		8.35	225.70	16	
Oceanography	11.17	27.17	1.00	5.06	44.40	3	-1
Pharmacy	19.87	2.77		3.13	25.77	2	
Science	185.38	41.07		6.05	232.50	17	+1
Veterinary Medicine	2.14	11.95		3.01	17.10	1	
Library		1.88		31.11	32.99	2	
ROTC	30.00				30.00	2	
TOTALS	823.95	341.87	85.83	108.95	1361.60	97	+1
(1976 totals	814.52	326.15	86.79	120.99	1348.45	96	-2)
(1975 totals	806.15	359.58	87.20	121.30	1374.23	98	+5)
(1974 totals	785.19	342.82	85.14	96.06	1309.21	93	-2)

*Agricultural Experiment Station, Forest Research Laboratory and Contract Research.

**Miscellaneous budgets include the Library and Museums, Tech. Advisory Services, and Other Instruction and Departmental Research (such as Summer Term, Honors Program, Women's Studies, CTV, IRAM, International Education, Upward Bound, EOP, Curriculum Coordination, Radiation and Computer Centers, Sea Grant Programs and other "unassociated" FTE; allocations are made to some or all units.)

Office of the Registrar



Corvallis, Oregon 97331 (503) 754-1331

11 October 1976

TO: Executive Committee of the Faculty Senate
 Academic Regulations Committee
 Academic Deficiencies Committee
 Academic Deans

FROM: Academic Requirements Committee
 Walter I. Lusetti, Chairman

SUBJECT: Report of the Academic Requirements Committee, Academic Year 1975-76

W.I. Lusetti

The Academic Requirements Committee is a faculty-student committee which considers and acts on student petitions that request approval of deviations from certain academic regulations.

In Academic Year 1975-76 (including Summer Term 1976), the Committee acted upon 3,698 student petitions. This was an increase of 354 petitions over the previous year.

The attached charts reflect the volume of petitions considered and acted upon by this Committee in the period 1966-76. The Committee's comments and recommendations follow:

COMMENTS:

The 1970, 1971, 1972, 1973, 1974 and 1975 Annual Reports emphasized the abuse of the established deadlines and procedures for ADDING, DROPPING and WITHDRAWING from classes. The Committee again emphasizes that this is a problem.

The Committee again advises that the "W" has been added to the "E" and "I" as a grade awarded in error. There has been a marked increase in the number of cases in which W grades are awarded to students who neither dropped nor withdrew from classes as provided in the academic regulations.

The Committee also noted that legal W grades has increased from 3,721 (1971-72) to 6,864 (1975-76). (See attached charts.) Illegal W grades come to light only when a student petitions, or a professor requests the Committee to change his/her W grade.

The Committee's attention was directed, in several instances, to enrollment practices that appear to circumvent academic regulations; i.e., students attempted to add courses either Fall, Winter or Spring Term (that were taken Summer Term) thereby avoiding either additional fees or all fees. In addition to losses of revenue to the University, the Committee considers these

cases as possible conflicts to 5 Academic Regulations; i.e., 1 - Maximum and minimum registration (No. 7); 2 - Penalty for late registration (No. 8); 3 - Admission to class (No. 9); 4 - Adding and dropping courses (No. 11); and 5 - Credit for work completed in absentia (No. 25). The practice comes to attention when a student justifies his credit overload by pointing out that all the work for a certain course was completed in a previous term.

The Committee noted that it may be possible to obtain a baccalaureate degree from Oregon State University by taking mostly Reserved number courses; i.e., 401 Research, 402 Independent Study, 405 Reading and Conference, 406 Projects, 407 Seminar, 408 Workshop and 409 Internship. In a recent case, a student received a Bachelor of Science degree, after 70 hours in residence, of which 41 were Reserved number courses.

RECOMMENDATION

It is recommended that: (1) A review of the Academic Requirements be made to determine if some restriction should be placed on the number of Reserved number courses that can be used to satisfy baccalaureate degree requirements. (2) The mechanics of handling W forms (withdrawals) be reviewed.

Enclosures

1975-76 Membership

Walter I. Lusetti, Chairman
James E. McCauley
Mysore N. L. Narasimhan
Gene F. Craven
Walter Loveland
Ex Officio: C. A. Shaw
Students: Charles Luecker
Rocky Mabry

*PETITIONS TO ACADEMIC REQUIREMENTS COMMITTEE

(10-YEAR SUMMARY)

SCHOOL YEAR	FALL ENROLL- MENT	PETITIONS TO ARC							
		TOTAL	CHANGE OF GRADE	REMOVAL OF "E"	SUBL. OF CRS'S	HOURS OFF CAMPUS	SPEC. EXAMS	ADD AND DROP	MISC.
966-67	12,668	1739	(492)	(270)	(17)	(91)	(56)	(614)	(199)
/5-76	16,601	3698	(1362)	(365)	(47)	(290)	(179)	(1014)	(441)
CHANGE	+3,933	+1959	(+870)	(+95)	(+30)	(+199)	(+123)	(+400)	(+242)

* During the period 14-18 May 1971, a special provision applicable to Spring Term 1971, provided an opportunity for students to "withdraw". This special provision resulted in approximately 800 "W" grades. The provision for "W" grades was continued with the following results:

<u>School Year</u>		<u>"W" Grades</u>
1971-72	-----	3721
1972-73	-----	4249
1973-74	-----	4838
1974-75	-----	5878
1975-76	-----	6864

PETITIONS TO ACADEMIC REQUIREMENTS COMMITTEE
APPROVAL VS. DENIAL BY CATEGORY

cc

DATES	TOTAL	CHANGE OF GRADE			REMOVAL OF "E"			SUBST. OF COURSES			HOURS OFF CAMPUS			SPECIAL EXAMS			ADD AND DROP			MISC.		
		A	A%	D	A	A%	D	A	A%	D	A	A%	D	A	A%	D	A	A%	D	A	A%	D
SY 66-67	1739	467	95	25	244	90	26	16	94	1	88	97	3	53	95	3	427	70	187	147	74	52
SY 67-68	2713	598	97	18	676	97	22	20	85	3	121	98	3	40	65	14	602	67	200	339	83	57
SY 68-69	2617	842	98	17	383	94	23	23	92	2	130	97	4	52	95	3	538	77	163	398	91	39
SY 69-70	3291	1060	96	43	346	93	28	15	83	3	227	95	12	52	76	17	750	78	213	419	78	106
SY 70-71	3601	1398	96	60	407	91	38	15	75	5	243	94	16	72	74	25	636	74	225	361	78	100
SY 71-72	3014	1096	94	66	304	94	19	13	87	2	197	91	18	71	87	11	646	87	96	400	84	75
SY 72-73	3367	1137	94	79	317	96	14	27	90	3	236	92	21	74	89	9	759	89	90	513	85	88
SY 73-74	3176	1167	93	87	260	96	10	31	94	2	264	94	18	64	93	5	753	83	157	295	82	63
SY 74-75	3344	1249	94	82	292	97	23	43	90	5	238	97	8	134	91	14	603	67	301	300	85	52
SY 75-76	3698	1233	91	129	347	95	18	36	77	11	267	92	23	160	89	19	719	71	295	373	85	68

A=Approved

A% = Percent Approved

D=Disapproved

Office of Educational
Opportunities



Corvallis, Oregon 97331 (503) 754-3628

October 22, 1976

The Editor
Corvallis Gazette Times
Corvallis, OR 97330

Dear Sir:

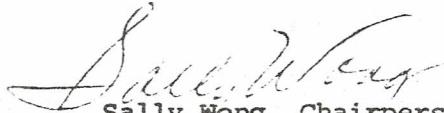
Oregon State University is an institution composed of many individuals with diverse interests, abilities and backgrounds. Indeed, a major function of any university is to provide an environment in which differences can be explored and examined to the ultimate benefit of the entire university community. Last Monday night one part of our community was attacked with force and violence by certain persons whose unmistakable message was: "You are different--go away--we don't want you here."

We, as members of a university faculty senate committee, want to strongly condemn the vicious and cowardly act of Monday evening. But even more important, we wish to express our concern for and support of the members of the Black Community at OSU and in Corvallis against whom the violence was directed. The acceptance of responsibility for the act by certain people does not reduce the need to point out that what may be considered a thoughtless prank by them is nonetheless an act which threatened the rights of some member of the university community and therefore threatened the rights of all its members. We are only too familiar with protestations of innocence such as, "I was only following orders." The excuse "We just didn't know" falls into this category.

The Editor
Corvallis Gazette Times
Page 2

We want all members of OSU's Black Community to know that a few misguided individuals do NOT speak for the entire university community and that we value and want the many contributions which they bring to the rest of us.

Sincerely,



Sally Wong, Chairperson
OSU Special Services Committee

and the following members:
Marjorie McBride, Education
Charles Cormack, Anthropology
Lee Peddicord, Nuclear Engineering
Anne Deeney, Agricultural Chemistry
Ramon Chacon, Upward Bound Program
Patricia Eberhardt, Special Services Program
Miriam Orzech, Educational Opportunities

OREGON STATE UNIVERSITY

CORVALLIS, OREGON 97331

OFFICE OF THE DEAN OF FACULTY

October 27, 1976

To: Special Committee to Draft Guidelines for Student Input/Participation in Faculty Evaluation

Charles E. Smith, Chairman	Mechanical Engineering
Harry Freund	Chemistry
Sylvia L. Lee	Home Ec. Education
Louis Licht	Grad. - Agricultural Engr.
Kristi Norgart	Senior - Business
Michael Sieg	Senior - Forestry
E. C. Stevenson	Agriculture
C. H. Stoltenberg	Forestry
Charles F. Warnath	Psychology

From: D. B. Nicodemus, Dean of Faculty *D. B. Nicodemus*
Subject: 1. Membership and Responsibilities of your Committee
2. First Meeting: Friday, October 29, 3:30 p.m., AdS A622D

Attached is a Memorandum dated September 21, 1976 proposing a task force or committee to draft guidelines to implement the August 24, 1976 revisions in AR 41.160 (a copy of these revisions is also attached). This proposal was accepted by the ASOSU and the Faculty Senate Executive Committees and by the Council of Deans and the President.

Your appointments have been made as proposed and we are sincerely grateful for your willingness to serve. The first meeting is scheduled at 3:30 p.m. on Friday, October 29, in the President's Conference Room, AdS A622D. I realize that this may not be the most convenient time for many of you but it appeared to be the only feasible alternative to waiting until next week. Also, two or three members may be unable to attend until after 4:00 p.m. and at least one (Dean Stoltenberg) is out-of-town. President MacVicar is also abroad and otherwise would meet with us.

The purpose of the first meeting is to provide information and counsel regarding the responsibilities of your committee and so that you can schedule subsequent meetings and activities. To assist in defining these responsibilities, Dave Gomberg and Kenneth Patterson will join me at the first meeting with you. We will not plan to meet with you regularly, but you may call on us as resource persons at any time or on others such as Dean Knapp and Dean Newburgh or the President. Professor Charles Smith has kindly agreed to serve as chairman of your committee.

The principal responsibility of your committee is to consider and draft appropriate guidelines to provide student input/participation in the faculty evaluation process as required by the revised AR 41.160. We

suggest that your committee's final report of proposed guidelines should then be forwarded for review and approval by appropriate groups (such as the ASOSU and Faculty Senate Executive Committees, the Faculty Status Committee and the Council of Deans) before recommending the President's final approval. Because many departments have already started reviewing candidates for promotion or tenure, we hope that your committee can accomplish its task as expeditiously as possible and we will assist you in every way we can.

Enclosed with this memorandum is a copy of the "General Instructions" for the Annual Review process and for Recommendations for Promotion and Tenure. For 1976-77, we intend to revise this document in two ways: (1) to reflect changes required last year by the Faculty Records Policy which are outlined in the Supplemental Guidelines dated January 21, 1976 (also enclosed) and (2) to incorporate approved guidelines developed by your committee to implement the recent revisions in AR 41.160. These two revisions are not independent because the Faculty Records Policy imposes certain limitations (regarding confidentiality and anonymity) on all evaluative materials used in the faculty evaluation process. (A copy of the OSU Faculty Records Policy dated June 30, 1975 is also enclosed.)

During the past year, both before and after the Board's action of August 24, my office has invited and received comments from a number of individuals regarding the earlier proposed and finally approved revisions in AR 41.160. Most of these comments or suggestions are similar and consistent with the more recent recommendation of the Faculty Senate's Executive Committee: namely, that the required guidelines for student input and participation in faculty evaluation should recognize the differences between departments, schools and colleges and should not be too prescriptive, but permit a maximum degree of flexibility; they recommended that your committee consider and develop guidelines which would outline only the minimum requirements or changes in policies and procedures which would be consistent with the provisions of the Board's Administrative Rules. They also assumed that the provisions in AR 41.160 for student input/participation are intended to apply only to the evaluation of faculty members whose responsibilities include instruction. Your committee may or may not agree with this assumption, but your guidelines may address this question.

For your information and possible assistance, I have attempted to draft some comments regarding items to be considered by your committee which also include what I have learned about what is being proposed or done at both PSU and U of O. These comments, dated 10-27-76, are also enclosed and I hope their reading will be more helpful than burdensome.

DBN/ss

Enclosures/Attachments
cc: Dave Gomberg
Ken Patterson
Dean Knapp
Dean Newburgh
President MacVicar

(Copies without attachments
and enclosures to:
ASOSU Executive Committee
Faculty Senate Exec. Comm.
Council of Deans
Faculty Status Committee)

Department of
Economics



Corvallis, Oregon 97331

October 8, 1976

Mr. Frank Adams, Chairman
Faculty Senate By-Laws Committee
Oregon State University
Campus

Dear Frank:

Following President MacVicar's comments on September 15, the Executive Committee requests the By-Laws Committee to examine the following questions:

1. The advantages and disadvantages of a Faculty Senate structure more independent of the office of the Dean of Faculty than the present structure.
2. Alternative arrangements to implement a more independent and effective Faculty Senate. We assume these arrangements will relate to Senate officers, the executive committee, necessary logistic and clerical support, etc.
3. Other revisions in the selection and composition of the Senate which would enhance the effectiveness of the Senate and are consistent with recommendations concerning Senate officers and the executive committee.

The Executive Committee asks that your report include recommendations and descriptions of specific by-law changes necessary to implement each recommendation. We do not believe it necessary that final wording of specific by-law changes be suggested in your first report.

We hope this report will be available to the Executive Committee by early February 1977. The Executive Committee will ask Dean Nicodemus to prepare an estimate of his time, clerical time, and basic logistic support currently devoted to Faculty Senate activities. We also urge your committee to call on other faculty members experienced in the Senate for assistance as needed. If the Executive Committee can be of help, please call on any members.

Very truly yours,

Kenneth Patterson
Kenneth D. Patterson
Vice-Chairman, Faculty Senate

cc: ✓Dean Nicodemus
L. Calvin
R. Petersen
C. Cormack
S. Stone
M. Kelsey
H. Dorn

A. Agenda for the Senate Meeting on Thursday, December 2, 3:30 p.m., Cordley 1109

As published in the November 18 issue of the Staff Newsletter, the agenda will include the reports and other items listed below. To be approved are the minutes of the November 4 Senate meeting as published in the November 11 issue of the Staff Newsletter Appendix. (Please note that Cordley 1109 is the meeting place for both the December 2 and January 13 Senate meetings and that the January meeting is on the second Thursday in January.)

The agenda for this December 2 meeting was prepared by the Executive Committee on November 15 to be published on November 18 (there was no November 25 issue of the Staff Newsletter). A number of matters were pending, but no final reports were received by November 15. For this reason, and to provide flexibility in the agenda for the December 2 meeting, the Executive Committee decided to limit the agenda to Reports from the Executive Committee and from the Executive Office, which would include at least three status reports (see items B1, B2, and C1 below).

B. Reports from the Executive Committee

1. Status of Graduation Requirements - General Education (pp. 5-8)

As reported to the Senate on October 7, 1976 (see Minutes 329, p. III), the Executive Committee requested the Curriculum Committee and the Academic Regulations Committee to coordinate their reviews and to prepare a single report and recommendation for the Senate regarding the proposed consolidation of AR 26 and 27. The revised academic regulation was to reflect the Senate's actions of January 15, 1976 (Motion 75-321-12, to eliminate the Personal Health institutional graduation requirement) and of May 6, 1976 (Motion 76-327-3A, to approve the General Education proposal of McClintock, Stone and Woodburn, as amended).

Attached is a report dated November 24, 1976 from the Academic Regulations Committee proposing, with the concurrence of the Curriculum Committee, a new academic regulation, AR 26 - Institutional Requirements for Baccalaureate Degrees. This proposal is a consolidation of the current AR 26 and AR 27 which includes the Senate's actions of January 15 and May 6, 1976. The Senate is encouraged to consider this proposal and the chairmen of both committees, R. W. Bergstrom and T. C. McClintock, will be present to provide additional information if requested.

2. Status of Guidelines for Student Input/Participation in Faculty Evaluation

Membership of a Special Committee to draft Guidelines to implement the August 24, 1976 revisions in the Board's Rule (AR 41.160 - Faculty Evaluation) was reported to the Senate on November 4. Copies of the August 24 revisions in AR 41.160 were distributed to the Senate on October 7.

The Special Committee (Professor Charles E. Smith, Chrm.) met three times weekly starting November 2. Following its meeting on November 12, the committee distributed a "Final" Draft of Guidelines, dated 11-15-76, to the Council of Deans, the Executive Committee of the Faculty Senate, the ASOSU Executive Committee and to the Faculty Status Committee and their comments were invited. Additional copies of the draft were dis-

tributed to each academic dean for each academic department.

On November 19, the Special Committee met to consider a number of comments and recommendations which had been received and agreed to incorporate many of the suggested changes. A further revision of the Guidelines is in preparation which will again be distributed for appropriate review.

Senators and other faculty members may have access to copies of the draft Guidelines of 11-15-76 sent to deans, directors and department chairmen (or to members of the two Senate committees noted above) and to any subsequent drafts which are distributed.

At the December 2 meeting, a further status report will be presented and, if feasible, copies of the most recent draft made available.

3. Student Exchange Program with University of Guadalajara (pp. 9-15)

Attached is a report dated November 24, 1976 from the Curriculum Committee recommending the Senate's approval of a Student Exchange Program.

4. Other Committee Reports

The Executive Committee has received the following attached reports:

a. Classroom Television Committee (pp. 16-18) - W. C. Smith

Final Report, 1975-76 Academic Year, dated 10-25-76

b. Bylaws Committee (p. 19) - F. W. Adams

Memorandum from chairman dated 10-25-76

c. Special Services Committee (p. 20) - G. A. Levine

Report for Academic Year 1975-76, dated 11-18-76

The committee chairmen will be invited to attend the Senate meeting to respond to possible questions.

5. Letter forwarded to OSU Black Cultural Center (p. 21)

In accordance with the Senate's action of November 4 (see Motion 76-330-2), the Vice Chairman reported the Senate's action and concern to the Black Cultural Center (see attached letter dated November 12, 1976).

6. Senate Members whose Terms are ending:

On behalf of the Faculty Senate, the Executive Committee wishes to recognize, with appreciation for their services, those members whose terms on the Senate end on December 31, 1976 (some have been serving as replacements and some may be re-elected for a second term starting in January):

Agriculture - F. W. Adams, D. C. Church, D. F. Grabe, I. C. MacSwan, R. G. Petersen, H. H. Stoevener; Business - C. F. Gray, J. L. Rettig;

Education - E. L. Dale, R. E. Stiehl; Engineering - R. J. Schultz, R. J. Zaworski; Forestry - W. J. Bublitz, W. S. Hopkins; Health & Physical Education - R. A. Foster; Home Economics - E. K. Carlson, R. E. Gates; Liberal Arts - Peter Anton, C. W. Cormack, J. P. King, W. C. Potts, F. H. Shaw, C. F. Warnath; Oceanography - V. T. Neal; Science - J. C. Decius, Irvin Isenberg, D. J. Reed, A. B. Scott, D. P. Shoemaker; Library - K. A. Hsieh; ROTC - L. E. Eddingfield, C. R. Nelson.

All members of the Executive Committee will continue in office until after the Senate elections at the January 13 meeting. Those to be replaced are Lyle D. Calvin (vice R. W. Newburgh, immediate past vice chairman), Charles W. Cormack, and Mary W. Kelsey. Continuing elected members for 1977 include Kenneth D. Patterson as immediate past vice chairman, Roger G. Petersen and Solon A. Stone.

The report of the Nominations Committee and the list of newly elected (or re-elected) Senators are to be published in the December 16 issue of the Staff Newsletter. The full agenda for the January 13 Senate meeting will be published in the January 6 issue of the Staff Newsletter.

7. Public Hearing on Proposed Amendment of Rule (p. 22)

Attached is a notice of a Public Hearing to be held on December 3, 1976 at 9:00 a.m. in MU 105 to consider changes in fee charges that may be assessed to students, staff and the general public by Oregon State University.

C. Reports from the Executive Office

1. Status of Curricular Proposals for 1977-78, Approved by the Faculty Senate on November 18

a. Curricular Proposals: Category 1

The Executive Office has carefully reviewed the curricular proposals approved by the Faculty Senate and has forwarded them with favorable comments to the Chancellor's Office.

The careful attention given to curricular matters by the respective committees of the University and of the Faculty Senate represents an investment in the supervision of quality of our academic enterprise that is extraordinarily important. It is appreciated that programs currently operated have continued to be monitored and that, from time to time, substantial modifications in content have been instituted, new thrusts developed, or discontinuance recommended.

b. Curricular Proposals: Category 2

Proposals of this category have also been approved by the Executive Office and will be forwarded in due time to the Chancellor's Office. Concern must continue to be exhibited by all appropriate bodies regarding the continued expansion of the curricular offerings of

the University at a time in which enrollments are static and, over the next ten years, will doubtless undergo some reduction. All faculty committees are requested to review with great care further requests for increases in course offerings in order to assure the economy and efficiency of the operation of the academic enterprise.

2. Status of Faculty Bargaining Unit Composition

As reported to the Senate on April 8 (see Minutes 326, p. XXII), following receipt of the transcript of the ERB hearings held on December 8, January 21-23, 26, 27 and concluded on March 8, 1976, all parties would be allowed at least six weeks to prepare and submit concluding briefs and arguments to the hearing officer, who would then prepare his report to the Employment Relations Board.

The transcript of these hearings was completed this fall and included about two thousand pages and 46 exhibits. On or before November 15, the parties concerned were invited to submit concluding briefs and arguments. It is expected that the report of the hearing officer, Mr. Roy Edwards, will not be completed for several months.

Copies of the concluding briefs or memoranda listed below have been placed in the Reserve Book Room of the Library for review by any interested persons:

a. Respondent Employer's Memorandum:

Prepared by Attorneys for Respondent, the Board of Higher Education and Oregon State University (95 pages and 3 exhibits, filed on November 15, 1976).

b. Petitioner's Memorandum of Law:

Submitted by Petitioner, the OSU Chapter of the American Association of University Professors (60 pages; copy received from H. R. Cameron, President of the OSU Chapter).

The OSBHE office has a copy of the complete transcript, but intends to forward it to us in the near future. As soon as we have a copy of this transcript, it will be available for examination by any interested persons. Copies of other memoranda which may have been filed by the other parties or intervenors, OSEA and OFT/AFT, will also be placed in the Reserve Book Room when they are received.

School of Health and
Physical Education



Corvallis, Oregon 97331 (503) 754-2643

November 24, 1976

To: D. B. Nicodemus, Chairman
Executive Committee, Faculty Senate

From: Academic Regulations Committee *NWB*
R. W. Bergstrom, Chairman

Subject: Proposal for Consolidation of AR 26 reflecting
Senate's actions of January 15, 1976 and May 6, 1976

The Academic Regulations Committee submits the enclosed proposal for consolidation of AR 26 and 27. The title of the proposed AR 26 becomes "Institutional Requirements for Baccalaureate Degrees" with subheads a through h. Sub-head, a. General Requirements, is former AR 26 with the deletion of personal health and the addition of general education as passed by the Senate. English Composition, formerly an item under the heading of "term hours," has been placed in the category "general requirements." With this action, the general education category of oral and written communication totaled 6 term hours rather than 9 term hours.

The Curriculum Committee has been consulted during the preparation of the revised AR 26 and concurs with this proposal.

As the Academic Regulations Committee proceeds with its assignment, the Senate can anticipate further proposals for revision of the regulations.

If the proposal is adopted, then present AR 28, 29 and 30 will become AR 27, 28 and 29.

Proposal for Consolidation of AR 26 and 27
(submitted by Academic Regulations Committee 11/18/76)

AR 26. INSTITUTIONAL REQUIREMENTS FOR BACCALAUREATE DEGREES

a. General Requirements

Each student will complete the following requirements:

- | | |
|--|--------------|
| (1) English Composition, Wr 121 | 3 term hours |
| (2) Physical Education, 3 terms
in activity courses | 3 term hours |

Students over 30 years of age are not required to take physical education. Only one activity course per term will be counted toward the three-term requirement.

(3) General Education

The curricula for all baccalaureate degrees shall include the following components:

- | | |
|--|---------------|
| (a) Physical, Biological, and/or Mathematical Sciences | 15 term hours |
| (b) Humanities and/or Arts | 12 term hours |
| (c) Social Sciences | 12 term hours |
| (d) Written and Oral English Communication (in addition to Wr 121) | 6 term hours |

The College of Science will determine what disciplines and/or courses will satisfy the Physical, Biological, and/or Mathematical Sciences requirement. The College of Liberal Arts will determine what disciplines and/or courses will satisfy the Humanities and/or Arts requirement and the Social Science requirement. The University Curriculum Committee will determine what disciplines and/or courses will satisfy the English Communications requirement.

Departments, schools, or colleges may restrict the courses used by their major students to satisfy each general educational component. For example, a department, school, or college may elect not to accept a studio course or first-year language course to satisfy the humanities and/or arts component.

- b. Term Hours: Minimum 192 (in engineering--except technology majors--and in forestry, 204; in pharmacy--five-year curriculum--240). The minimum must include:
1. Hours in upper division courses: Minimum 60 (exclusive of upper division physical education activity courses).¹
 2. Hours in the major: Minimum, 36, including at least 24 in upper division courses.
- c. Distribution of Hours for Baccalaureate Degrees:
1. Bachelor of Arts: 36 hours in humanities (except English Composition and Corrective Speech) including proficiency in a foreign language, as certified by the Foreign Languages and Literatures Department, equivalent to that attained at the end of the "Second Year" course in the language.
 2. Bachelor of Science: 36 hours in science, or 36 hours in social science, or 45 hours in science and social science together.
 3. Professional bachelor's degrees (B.F., B.Agr.): Fulfillment of all school requirements.
- d. Grade-Point Average: Minimum of 2.00 on all of the following:
1. All college work.
 2. All work taken in residence at this institution (exclusive of Division of Continuing Education courses).
 3. Last 45 hours for which registered.
 4. In at least two of the last three terms.
- e. Residence:
1. Minimum, the last 45 hours or 45 of the last 60 term hours, if authorized by approval of a petition to the Academic Requirements Committee. Classroom work taken through the Division of Continuing Education is not considered as residence work, with the exception of in-load extension courses.²
 2. Minimum, 15 hours of upper division credits must be taken in the student's major from courses regularly listed in the OSU Schedule of Classes or the OSU Summer Bulletin.

¹ The minimum requirement was increased from 45 to 60 upper division hours in 1974. It will first apply to the Class of 1978.

² In-load extension courses are courses taught away from the regular campus as part of the normal teaching load of Oregon State University faculty members.

f. Dean's certification of fulfillment of all requirements of major school.
(For details, see college and school advisers and deans.)

g. Restrictions

1. Correspondence study: Maximum, 60 term hours.
2. Law or medicine: Maximum, 48 term hours.
3. Music (applied music): Maximum, 12 hours. (Restrictions not applicable to majors in music.)

h. Application for degree: To become a candidate for a degree a student must have achieved senior standing¹ and must make formal application for the degree.. The student must file an application with the Registrar during the first week of the term preceding the term in which he or she expects to complete requirements for a degree.

¹ Before senior standing may be achieved, a student must complete 135 term hours with a grade-point average of 2.00.

Curriculum Coordination



Corvallis, Oregon 97331 (503) 754-3711

November 24, 1976

TO: Executive Committee of the Faculty Senate
Dean David B. Nicodemus, Chairman

FROM: Frank Ligon *Frank Ligon*
Curriculum Coordinator

On Tuesday, November 16, the University Curriculum Committee passed the following motion relative to a student exchange program with the University of Guadalajara, Mexico, proposed jointly by Dean Gordon Gilkey, CIA, and Dr. John Van de Water, Director of International Education:

"That the Curriculum Committee endorse and recommend to the Faculty Senate the proposed international student exchange program between the University of Guadalajara, Mexico, and the Oregon State System of Higher Education, to be administered by Oregon State University."

Implementation of the exchange program is subject to the approval of the State Board of Higher Education.

The student exchange program and associated OSSHE Study Center at the University of Guadalajara involve one year of academic study at Guadalajara applicable toward the Oregon student's baccalaureate degree. The program, contemplated for 1977-78, will be administered by OSU, but students from all OSSHE institutions and all disciplines are eligible, dependent upon the participation of the student's major department. The exchange ratio will be 5 OSSHE students/1 Guadalajara student. The Guadalajara Study Center will parallel the existing centers at Waseda, Stuttgart, and Poitiers, except that a one-month orientation seminar for students is contemplated at Guadalajara prior to the beginning of the academic year, team-taught by State System professors, and that a resident Guadalajara professor is contemplated as coordinator, rather than a State System director as in the other programs.

Attached are materials sent earlier to the Curriculum Committee by Dean Gilkey and Dr. Van de Water describing the exchange program in detail, and including initiating correspondence from President MacVicar and statements of acceptance from officials of the University of Guadalajara.

The Curriculum Committee now recommends the Guadalajara student exchange program to the Faculty Senate for approval.

FL:cjj

encls.

THE OREGON STUDY CENTER IN LATIN AMERICA -- UNIVERSITY OF GUADALAJARA

For the past several years Oregon State University, on behalf of the Oregon State System of Higher Education, has had a strong interest in the establishment of a student exchange program with a state university in Latin America.

After several meetings of interested faculty and with President Robert MacVicar, Dr. Walter Kraft visited Central and South America (Spring 1974), Dr. Victor Neal had appointments in Chile (1974-75), Dean Gordon W. Gilkey had discussions with educational leaders in Mexico City and Guadalajara (Summer 1974), Dr. Robert Kiekel made follow-up visits to Guadalajara (Winter 1974-75) and Dean Stuart Knapp spent several days at the University of Guadalajara (August 1975).

After consultation with the above personnel and upon the advice of interested faculty, President MacVicar began correspondence with the Rector, University of Guadalajara, to determine mutual interests in student exchanges between the University of Guadalajara and the Oregon State System of Higher Education. Last year there was a complete change in the Rector's Office and the new Rector has conferred with the General Counselor of the Commission of Education and accepted the educational interchange. Thus, the proposed program is ready for full consideration at all levels in Oregon.

We hope to have an initial group of students in Guadalajara by September, 1977. In order to do so an "immediate action" schedule is required.

We believe that the proposed program is academically and financially sound. Mexico has enjoyed a stable government; Guadalajara is "near" Oregon and on the same academic schedule; there are widely varied physiographic zones in Mexico and a range, too, of people (European through Mestizo to Indian); there are unlimited opportunities to study and practice the Spanish Language.

We are ready to assist in any way to assure full consideration of the proposal.

John Van de Water, Director
International Education, OSU

Gordon W. Gilkey, Dean
College of Liberal Arts, OSU

THE OREGON STUDY CENTER IN LATIN AMERICA -- UNIVERSITY OF GUADALAJARA

The Oregon State System of Higher Education's Study Center in Latin America is located at the (state) University of Guadalajara in Guadalajara, Jalisco, Mexico.

GUADALAJARA - JALISCO

Guadalajara, the second largest city in Mexico, is the capital of the State of Jalisco. An important industrial, agricultural, and commercial center, Guadalajara is surrounded by "Western" ranches and native craft villages. With an elevation of 5,092 feet in a semi-tropical natural setting, Guadalajara enjoys a very mild benign year-round balmy climate. The rainy season is in July and August. Students enjoy the colorful tropical plants, parks and plazas of the City. Guadalajara is the home of the mariachis, of great markets, and of the widely acclaimed University of Guadalajara Folklore Ballet. The World's greatest collection of 20th Century fresco mural paintings, chiefly by native-son Jose Clemente Orozco, can be viewed in the Administration Building lecture hall (Orozco) and chapel (Siqueiros and Cuevas) of the University of Guadalajara, in the Government Palace (Orozco), and climaxed by the monumental Orozco murals in the former Hospicio Cabanas Chapel now assigned to the University of Guadalajara.

The city was founded in 1531 during the colonial period. Father Hidalgo y Costilla, leader of the Mexican independence movement, occupied Guadalajara in 1810 and there decreed the abolition of slavery in Mexico. The city was assigned the seat of a bishopric in 1549 and many of the more than 50 churches date from the colonial period. Thus, there are in Guadalajara many surviving classical examples of ecclesiastical and governmental buildings representing 400 years of architecture. The cathedral, built between 1571 and 1618, is richly decorated and houses Murillo's "Assumption of the Virgin." The Governor's Palace, begun in 1743, is one of the finest examples of Spanish architecture in Mexico. The Teatro Degollado, the site of great concerts, operas, plays, and the Sunday Folklore Ballet performances, is among the largest and most ornate theatres in Latin America.

ANCIENT MEXICO

Students of archeology know that Mexico has 11,000 archeological sites which range from the "big houses" of the north to the great pyramids of the Sun and

the Moon at Teotihuacan and the incomparable city of Tula in the region of Mexico City, and on to the tropical forests of Veracruz, Tabasco and Chiapas and beyond to the mysterious sanctuaries and temples of the Mayans in the Yucatan Peninsula. Five of the greatest civilizations of the Americas flourished in ancient Mexico—the Olmecs, the Toltecs, the Aztecs, the Zapotec-Mixtecs and the Mayas. The ancient empires of Mexico produced astronomers, architects, and engineers who planned and built spacious urban centers and most of the major sites can be reached by air, rail or highway. The National Museum of Anthropology in Mexico City, the greatest such museum in the World, summarizes and displays the ancient cultures of Mexico.

THE UNIVERSITY OF GUADALAJARA

The University of Guadalajara, one of the finest educational institutions in Latin America, was founded in 1791 by Royal Decree of Charles IV of Spain and established as a public state university by decree of the Governor of the State of Jalisco in 1925. The language of instruction is Spanish; the academic year is September to June as in Oregon. The University has the following academic faculties, schools and institutes: Faculties of Chemistry, Commerce and Administration, Law, Economics, Philosophy and Letters, Engineering, Medicine, Dentistry; Schools of Architecture, Plastic (visual studio) Arts, Nursing, Music, Technology, Social Work, Agriculture, Veterinary Medicine (including Animal Husbandry), Commerce, Polytechnic, Graduate School; Institutes of Astronomy and Meteorology, Botany, Pathology, Library Science, Geography and Statistics, Psychiatry. The Faculties of Philosophy and Letters offer strong programs in the modern languages and linguistics, anthropology and archeology, history and philosophy, literatures and aesthetics, political science and psychology.

ELIGIBILITY FOR THE OREGON STUDY CENTER IN LATIN AMERICA

Students from any American college or university who are in good standing in any major field of study may apply. Final acceptance into the full program at the University of Guadalajara is contingent upon successful completion of at least two years of college undergraduate work. Students who anticipate application for admission should apply by the beginning of the prior academic year, or as soon thereafter as possible, in order to obtain maximum individual curricular planning benefits.

SPANISH LANGUAGE REQUIREMENT

Instruction is in Spanish by the resident faculty of the University of Guadalajara. Thus, students' individual programs are integrated in the academic, cultural and social life of the University and community of Guadalajara. Candidates for admission to the program must demonstrate proficiency for effective participation in a Mexican university classroom. Successful completion of at least two years (or the equivalent of) college Spanish is generally required before arrival at Guadalajara. A limited number of outstanding students who have not completed two years of college Spanish may be considered for participation by the Executive Board of the Latin American Study Center Program.

STUDENT HOUSING

The students will live in selected private homes or in other accommodations arranged by the OSSHE representative in Guadalajara.

CURRICULUM -- GRADUATE AND UNDERGRADUATE

Students participating in the program are enrolled in the University of Guadalajara. All students will continue their Spanish language studies. Students who are sufficiently qualified and prepared in subject matter may enroll for courses in their respective disciplines in appropriate faculties and schools of the University. This will most often be in The Arts (Architecture, Music, Plastic Arts), The Liberal Arts (Anthropology, Classical and Modern Languages, Economics, Geography, History, Philosophy, Political Science, Psychology, Sociology), The Sciences, Agriculture, Commerce and Administration, and Engineering. Furthermore, beyond the Spanish language studies, students are encouraged to enroll in classes dealing with the history (including archeology, art and music), economics, geography, and literatures of Mexico and Latin America. A full academic year of undergraduate and graduate studies in the liberal arts and sciences, as well as in the various professional schools, are offered. Prior to departure for Mexico, participants will confer with their academic advisors about fulfilling their requirements with courses taken at the University of Guadalajara.

REGISTRATION WHILE IN THE PROGRAM

OSSHE students are enrolled for regular academic credit through their home campus if such arrangements are permitted, or through Oregon State University. Non-

OSSHE students must transfer to Oregon State University for the year abroad. Students are enrolled concurrently at an OSSHE institution and at the University of Guadalajara.

COSTS

Total costs for the academic year 1977-78 at the University of Guadalajara are estimated as follows:

Undergraduate residents of Oregon

Nonresident undergraduates

All post-baccalaureate & graduate students

The cost includes tuition and fees, room and board, health insurance, and one or more major excursion by the group. Each student will be responsible for discretionary spending, for books, and for transportation to and from Guadalajara. Costs and conditions may be modified for changes in the rate of exchange or in the items listed above.

All students will make their own arrangements for individual travel.

Scheduled payments will begin in early summer prior to the opening of the academic year on the home campus and abroad.

FINANCIAL AID

Participants in the program may apply to the Financial Aid Office of the registering institution for National Direct Student Loans and for loans under the Guaranteed Student Loan Program. Scholarships and grants such as Basic Educational Opportunity Grant (BEOG) or Supplemental Educational Grant (SEOG) available for study in Oregon may be extended for use abroad. This varies with the terms of the scholarship or grant. Veterans and social security benefits apply. (Applicants are advised to secure current information from the Financial Aid Office or other appropriate source.)

APPLICATION

Application forms are available through:

Office of International Education
Oregon State University
Corvallis, OR 97331
Telephone: (503) 754-3006

Or you may contact the Foreign Language Departments or the Foreign Study Advisors of the units of the Oregon State System of Higher Education:

University of Oregon	Southern Oregon State College
Oregon State University	Eastern Oregon State College
Portland State University	Oregon Institute of Technology
Oregon College of Education	

ADMINISTRATION

The Oregon Study Center in Latin America is administered by the University of Guadalajara and the Oregon State System of Higher Education through an Executive Board, and the Office of International Education, Oregon State University, Corvallis, Oregon 97331.

10-25-76

CLASSROOM TELEVISION COMMITTEE

Final Report, 1975-76 Academic Year

The objective of this committee during the past year has been to serve as a policy formulation group to represent the needs of the teaching faculty and to recommend administrative action that would assist Classroom Television in accomplishing its support to the teaching faculty. This report consists of two sections:

- a. The Classroom Television mission and operations as viewed by the committee,
- b. Actions and recommendations of the Classroom Television Committee.

I. CTV Mission and Operations

The original mission of the Kidder Hall TV Center was to develop television lessons for large enrollment courses for transmission over Cable Channel 5. The result has been more efficient use of faculty time and classroom space. Seventy percent of the student enrollees view television lessons in residence halls and other off-campus locations. Channel 5 instructional programs have increased from 30 hours of weekly programming in 1970 to 50 hours during the 1975-76 academic year. The number of classroom required for television lessons was reduced by over 50 percent through this system.

Classroom Television administers classroom viewing rooms in Kidder Hall 108E and 108J. This centralized function has resulted in a significant dollar savings in equipment costs if compared to each using department providing its own viewing area. The rooms are limited to 35 people. The committee was advised that more and larger rooms are needed. Reference is made to two memos from the director, CTV, to the committee which are attached to this report.

The present staff of three television technicians, one producer-director, one secretary, a part-time research assistant, and the director of CTV at .75 FTE, is minimal staffing. The functions performed by this staff include updating of television lessons, developing new course lessons and operating the Cable Five schedule from 7:30 a.m. to 10:00 p.m. Monday through Thursday and 7:30 a.m. to 5:00 p.m. on Friday.

Other services performed by Classroom TV:

Maintenance and repair of small format videotape equipment. This is a valuable service to OSU personnel because of lack of local commercial maintenance facilities. However, the increased demand on technicians and the need for maintenance space makes it unlikely that Classroom Television can provide all of the maintenance personnel to perform this service.

Classroom Television Committee
Page 2

Classroom Television is called on to serve in a consulting role for OSU departments wishing to purchase equipment and in planning for the use of small format video. These time-consuming activities logically belong in the Center, but time and personnel are limiting factors.

Editing and dubbing (copying). The Center has the capability of reproducing copies of videotapes in multiple formats. This is handled as a fee service. Editing of videotapes can also be performed. Present equipment and personnel availability limits the amount of editing that can be done.

The committee has observed with satisfaction the upgrading of Classroom Television production facilities during the past year. The latest additions include a quality color camera, color film chain and satisfactory conversion of the quadraplex videotape machines into color. The acquisition of the character generator makes possible display of data on the TV screen for instructional programs.

II. Actions and Recommendations of Classroom Television Committee

1. Investigated possibility of obtaining maintenance for small format video equipment at OSU Physical Plant. Investigation determined that the necessary expertise is not available at the Physical Plant or commercially in the Corvallis area.
2. Agreed with a proposal from the Extension Service and Classroom Television for the purchase of up-to-date electronic videotape editing equipment. Sent a letter to President MacVicar urging the purchase of this equipment to speed up small format editing.
3. Discussed the problem of space requirements with Mr. David Bucy of the Office of Facilities Planning and Use. Bucy informed the committee of the projected plans for moving Classroom Television and IRAM to Withycombe Hall. Concurred in this plan and sent a letter to Bucy supporting this move.
4. Discussed the various operations of Classroom Television and recommended these priorities to the director:
 - a. Classroom Teaching Function (first priority)
 1. Production
 2. Playback of lessons
 3. Equipment maintenance for this function
 4. Tape and lesson exchange with other institutions
 5. Teaching research and experimentation

Classroom Television Committee
Page 3

- b. Production Services (non-classroom teaching) (second priority)
 - 1. Dubbing
 - 2. Editing
 - 3. Studio production
- c. Maintenance (non-Classroom Television equipment...performed for a fee) (third priority)
 - 1. Assist in taking care of existing equipment on campus
 - 2. If departments on campus buy new equipment, recommend that they be informed that Classroom Television cannot perform maintenance until more space is available.
- d. Planning and Consultation (non-classroom teaching) (fourth priority)
 - 1. Recommend that Classroom Television minimize the amount of time spent consulting with campus personnel and outside state agencies about installation and operation of video systems.
 - 2. Further recommend that consideration be given to charging a fee for this consulting service.

These recommendations are made because of the huge amount of time required for the technical and production staff in answering the various inquiries. An example is the Snell Hall facility which the Classroom TV director says consumed some 200 hours of consulting time from personnel at the Center.

William C. Smith, Chairman
Classroom Television Committee

Department of
Agricultural Chemistry



Corvallis, Oregon 97331 (503) 754-1345

October 25, 1976

Dr. David Nicodemus, Dean of Faculty
Oregon State University
CAMPUS

Dear Dave:

In response to your October 25th telephone inquiry, the Faculty Senate Bylaws Committee Amended Report of April 28, 1976 provides for the following:

1. Removes from Executive Committee membership the University President, the Immediate Past Vice Chairman, and those elected faculty who are no longer members of the Senate.
2. The Dean of Faculty becomes an ex-officio member of the Executive Committee.
3. The number of faculty members elected from the Senate to the Executive Committee is increased from four to six.
4. The Vice Chairman is elected from the Executive Committee membership. Vice Chairman nominees will normally be completing their first year as members of the Executive Committee.
5. The Vice Chairman presides at the Executive Committee meetings.
6. The time interval between serving as Vice Chairman and re-election to any Senate office is increased from one to two years.
7. Defines "without privilege of immediate re-election" as a two year interval for elected Executive Committee Members.
8. Allows any Senator to nominate candidates for election to the Executive Committee.

Yours truly,

Frank W. Adams, Chairman
Bylaws Committee

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Faculty Senate Special Services Committee Report
Academic Year 1975-76

11-18-76

Formal action taken by the Special Services Committee during the year was limited to the discussion and approval after revision of the combined EOP, Upward Bound and Special Services Financial Aid proposal for summer term and the academic year 1976-77. The proposal was forwarded with the Committee's endorsement to the Faculty Senate Financial Aid Committee on February 4, 1976.

Other activities:

With the cooperation of EOP Director Orzech, the Educational Opportunities Program statement was revised for the 1976-77 OSU Bulletin (p. 30) to delete all references to specific ethnic groups.

The chairman represented the Committee at a meeting on campus of the Special Services Advisory Council with the regional representative of HEW who was evaluating programs.

Faculty members of the Committee served as consultants to the Special Services Consortium and Upward Bound staffs in the preparation of the final draft of their program proposals for 1976-77, which under new federal regulations were to be judged on a competitive basis within the state and regionally.

The Committee kept abreast of developments in and the progress of the programs through extensive written and oral reports supplied by the Directors. It considered the overall increase in the number of students enrolled in the university under EOP in fall and winter terms as a highly encouraging trend, but at the same time the Committee was concerned that this increase was not adequately reflected in the total number of Native American, Asian American and Spanish American students who enrolled. A discussion of possible causes proved inconclusive.



Committee members:

Gloria A. Levine, '76, chairman
Harrison Branch, '76
Ramon Chacon, ex officio
Charles Cormack, '77
Anne Deeney, '78
Miriam Orzech, ex officio
Sally Wong, '78

Tom Brown
Deborah Campbell
Manuel Galaviz

Foreign Languages & Literatures
Art
Director, SSC and UB
Anthropology
Agricultural Chemistry
Director, EOP
Counseling Center

Native American Student Assoc.
Black Student Union
Chicano Student Assoc.

Department of
Economics



Corvallis, Oregon 97331

November 12, 1976

The Membership
Black Cultural Center
2320 N.W. Monroe
Corvallis, Oregon 97330

Dear Friends:

On November 4th, the Oregon State University Faculty endorsed a letter recently written by Sally Wong on behalf of the Senate's Special Services Committee. Ms. Wong's letter condemned the thoughtless act committed by University students against the Center, and confirmed the University community's appreciation of and support for contributions of black members of the University.

During the discussion, the Senate indicated that its endorsement of Ms. Wong's letter went beyond formal parliamentary acceptance. Expressions of dismay with the particularly contemptible incident of October 22 were frequent; and the Senate strongly reaffirmed its commitment to a university free of ignorance and prejudice. The Faculty Senate forcefully stated its continuing support of actions and programs which seek the reality of such a community.

If the Faculty Senate can assist in our common efforts to provide the University with a true sense of community, we stand ready to do so.

Very truly yours,

Kenneth D. Patterson
Vice-Chairman, Faculty Senate
for the Executive Committee
of the Faculty Senate

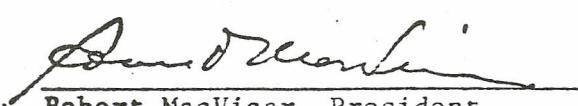
NOTICE TO AMEND RULE

In the matter of the)
amendment of the rule)
relating to fee charges)
assessed by Oregon State)
University.)

NOTICE OF PROPOSED
AMENDMENT OF RULE
(fee charges)

1. On December 3, 1976 at 9:00 am, a public hearing will be held in Room 105 of the Memorial Union, Oregon State University, Corvallis, Oregon, to consider the amendment of the rule relating to fee charges that may be assessed to students, staff and the general public by Oregon State University.
2. Among the issues to be considered at the hearing are (a) whether such charges are reasonable and (b) factors (including cost to the institution) to be taken into consideration in computing such fee charges.
3. A listing of the amended fee charges may be obtained from the Business Office at Oregon State University, Corvallis, Oregon.
4. Interested persons may present their data, views or arguments whether orally or in writing at the hearing.
5. Robert Gutierrez has been designated by the President of Oregon State University to preside over and conduct the hearing.

Dated November 5, 1976


Robert MacVicar, President
Oregon State University