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ADVISORY COUNCIL
MINUTES
November 27, 1978

2:00 - 5:00 pm Johnson Hall Conference Room

Members Present: Paul Holbo, Wanda Johnson, Richard Littman (Chair),
David Povey, Diane Reinhard (Secretary), Shirley Wilson,
Don Tull, Arnulf Zweig

Others: 2:45 - 3:30pm Robert Albrecht
3:45 - 4:45pm Paul Olum, William Boyd

1. Minutes

The minutes of the November 13 and 20 meetings were approved as close approximations to what happened.

2. Sabbaticals

Everyone agreed that there should be a critical review of any sabbatical request. However, some members were concerned that the criterion "preparation for future work at the University" would be narrowly applied. Denying requests for persons 63 was also questioned. The AC will ask Olum to draft a statement to the faculty that the Council can respond to before it goes out.

2:45 - 3:30pm Robert Albrecht

3. American English Institute

Bob Albrecht joined the AC in our discussions of the advantages and potential problems associated with setting up a self-supporting, non-credit English Institute. Having this service could very well increase our foreign student enrollments in that after they finish these DCE courses, they would apply for regular admission status. The only problems that were identified were as follows:

- A. Sometimes "self-supporting" programs are really a burden on existing student services. This program should be set up to explicitly show all costs, e.g., processing, dorm, use of classrooms.
- B. Before the program is started, access to facilities such as the locker room and swimming pool will need to be determined. Policies on access and fees are needed for students in other special programs such as HEP and Upward Bound.
- C. There is some concern that the special learning needs of minorities within Oregon and the U.S. are not being met. Should the institution set up programs for these populations before foreign students?

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3:45 - 5:00pm Olum, Boyd

4. Affirmative Action

An update on the functioning of the Affirmative Action Office was provided.

5. Sabbaticals

Olum agreed to prepare a draft. He also indicated that about 2/3 of the faculty do in fact submit sabbatical reports.

6. Evaluation

Olum will again check with legal counsel to verify that unsigned student comments cannot be used for promotion/tenure decisions.

7. The Future of the University

The AC decided to wait until next week to begin with the presentation from Boyd and Olum on the future of the University and academic long-range planning.

Agenda Items: Admission requirements, rock concerts, budget planning, carrying load of graduate students, legislators meeting, affirmative action function, non-retention of tenured faculty, computers, AC long-range planning, academic long-range planning, encore for presentations, research support, appointment concerns, Osibov's replacement, Curriculum Committee charge

ADVISORY COUNCIL
MINUTES
December 4, 1978

2:10 - 5:00 pm Johnson Hall Conference Room

Members Present: Paul Holbo, Wanda Johnson, Richard Littman (Chair),
David Povey, Diane Reinhard (Secretary), Shirley Wilson,
Don Tull, Arnulf Zweig

Others: 3:20 - 5:00 pm Paul Olum, William Boyd

1. Minutes

Minutes from the November 27 AC meeting were distributed and approved as written.

2. Items From Floor

A. Long Range Planning

Several members expressed a desire to address agenda items that have accumulated over the term. AC members will review and select items for which they will assume responsibility for looking into and reporting back to the AC at the next meeting.

B. American - English Institute

The AC was under the impression that this Institute was in the planning stages; however, some sections of the University have been informed that the program is in operation. Wanda Johnson will check on the Institute's status and report back to the AC.

C. Dick Littman talked to the Mortar Board representative about our comments on the GTF teaching award and suggested she contact Boyd to continue the discussion.

D. AC members decided to discuss Tull's paper at the next meeting since some members were not prepared to do so at this session.

E. The AC will meet on December 11, but will not meet again until January 8, 1979.

F. Committee on Committees

Since Mimi Johnson refused to accept the assignment, Dick Littman will contact Charles Wright, Roland Bartel, or Peter Von Hippel to determine their interest in serving. Dick Littman will check to see if the proposed study of committees was shared with the Committee on Committees.

PRESIDENT'S OFFICE
University of C.

DEC 11 1978

G. Curriculum Committee

The draft amendment to faculty legislation that outlines the functions of this Committee was reviewed.

3:20 - 5:00 pm Paul Olum, William Boyd

3. Long Range Planning

The following areas were raised by Boyd and Olum and briefly discussed.

A. General Mission of University

Research University of AAU-type that is excellent in a limited number of programs. There is a need to promote instructional activities particularly at the undergraduate level in addition to research and scholarly activities. The Liberal Arts undergraduate degree should also be emphasized.

B. Enrollment

Three suggestions were made for increasing the enrollment - improving registration, financial aid packages and student recruitment. There is some feeling that OSU treats their students better. The workload of courses per professor is higher at OSU. The U of O loses about 8% more students (freshman-sophomore year) than does OSU.

C. Curriculum Survival Plans

Boyd asked for counsel from the AC on what needs to survive - what is critical to the curriculum. At least one faculty mentioned the curriculum work being done within Arts and Sciences and urged Boyd and Olum to assume some leadership in seeing that needed curriculum reform does occur.

D. Professional Schools

The need for new relationships between Arts and Sciences and the professional schools was raised. A 3-2 program being planned in the Business School which attempts to integrate schools was discussed as an example of what might be developed.

E. Magnitude of Budget Problems

It was generally agreed that faculty members simply do not understand the magnitude of our funding problems. It was suggested that a series of forums may be a good approach to orienting faculty to the inevitable future reductions.

F. Summer School

The blanket 85% budget allocation for Summer, 1979 was discussed. There is a need to examine this practice as well as look at the whole function of Summer School.

G. Existing Academic Planning

Olum indicated that Civin has been doing some financial long range planning and feels we are further ahead in this area than in our "mission - programmatic efforts". Bob Albrecht did start meeting and discussing future program plans with all Deans last year and plans to continue the dialogue this year.

Agenda Items: Admission requirements, rock concerts, budget planning, carrying load of graduate students, legislators meeting, affirmative action function, non-retention of tenured faculty, computers, AC long-range planning, academic long-range planning, encore for presentations, research support, appointment concerns, Osibov's replacement, Curriculum Committee charge, sabbaticals

ADVISORY COUNCIL
MINUTES
December 11, 1978

2:00 - 5:40 pm Johnson Hall Conference Room

Members Present: Paul Holbo, Wanda Johnson, Richard Littman (Chair),
David Povey, Diane Reinhard (Secretary), Shirley Wilson,
Don Tull, Arnulf Zweig

Others: 3:30 - 5:40 pm Paul Olum, William Boyd

1. Minutes

The December 4 minutes were distributed as was a draft of a letter to Boyd regarding Affirmative Action functions. AC members should call in any corrections by December 13.

2. Agenda Items

Several AC members have expressed some anxiety regarding the lack of closure of the agenda items that appear at the end of AC minutes. Therefore, each agenda item was discussed and if necessary an AC member(s) was assigned to research the topic and bring information back to the entire AC.

<u>Agenda Item</u>	<u>Assignments</u>
A. Admission requirements	Wanda Johnson
B. Rock concerts	Paul Holbo
C. Budget planning	As group, with long range planning, future of University
D. Carrying load of graduate students	Dave Povey
E. Legislator meeting with AC	Ask Boyd if needed
F. Affirmative Action function	Diane Reinhard
G. Non-retention of tenured faculty	Paul Holbo, Don Tull
H. AC long-range planning	Being done now
I. Academic long-range planning	As group, along with related topics
J. Research support-graduate school	Dave Povey, Diane Reinhard
K. Appointment concerns	Reminder to Olum
L. Osibov's replacement	Don Tull
M. Curriculum Committee charge	Diane Reinhard
N. Sabbaticals	Draft will be prepared by Olum
O. English Institute	Shirley Wilson, Wanda Johnson
P. Committee on Committees	Richard Littman

3:30 - 5:40 pm Boyd, Olum

3. Future of the University

Topics ranged from Boyd and Olum's perceptions of goals and objectives for the University to a discussion of the merits of the management approach proposed in the Tull, et al. Report. A sampling of the comments are as follows:

A. One of Boyd's objectives is to maintain quality in content areas when enrollment is down. Another objective is to develop a management planning process. Time was never better and never has it been more important to do more long-range planning.

Boyd sees a need to go to outside constituencies to help define the objectives for the University. He also felt the need for some structure to govern the day-to-day operations.

B. There was some concern expressed by Tull that instruction receives a much lower priority than it should because of the current funding approach.

C. Olum is in favor of defining goals and does not object to consulting with outside constituencies; however, he does not believe in the rational-deductive approach for managing the University. The most important issues can not be resolved by having this management style.

D. The need to tap outside constituencies has long been recognized as important for professional schools.

E. The best way to find out if goals are agreeable to outside groups is to talk about them in a variety of public forums, e.g., before local community members and University faculty.

F. Boyd would like more information about the following: a) current valid assumptions about mission; b) what should be emphasized; c) what is the best prediction of future student population - numbers as well as mix; and d) what is the best prediction of future income.

G. Bob Albrecht has begun talking with all the Deans in an effort to get some long-range academic planning initiated.

H. Generally, Olum agreed on the need for having this information but disagreed on the process for getting it.

The above does not do justice to all topics discussed - hopefully, it is a "close approximation".

ADVISORY COUNCIL
MINUTES
January 8, 1979

2:00 - 4:20 pm Johnson Hall Conference Room

Members Present: Paul Holbo, Wanda Johnson, Richard Littman (Chair),
David Povey, Diane Reinhard (Secretary), Shirley Wilson,
Don Tull

Others: 3:20 - 4:20 pm William Boyd, Paul Olum

1. Items from Floor and Information.

- A. There is a need for more information on the proposed plans for computer capabilities - administrative uses should be a high priority.
- B. Enrollment seems to be down about 3%, but the poor weather conditions could have something to do with the decline. Some schools and colleges, e.g., Business, were forced to close all undergraduate courses after the first day.
- C. AC needs to talk with Boyd about the basketball pavilion article in the Register Guard.
- D. Myra Willard is scheduled to meet with the AC on January 22. Diane Reinhard will develop a list of questions to ask her which will be reviewed at the next AC meeting and be sent to Myra in advance of the January 22 meeting.
- E. The joint Advisory Councils will meet on February 15 in Salem.
- F. The Retirement Committee has met and determined an agenda for their meetings which differs somewhat from the charge proposed by the AC. Minutes of the first meeting were distributed.

2. Individual Project Reports.

- A. Shirley Wilson has followed up on the American English Institute. It appears that the program is approved; however, some problems with housing and tuition, for example, may not be fully resolved.
- B. Paul Holbo has developed a letter regarding the rock concert issue which he will share with the rest of the AC members.

3. Career Survey.

A draft of a survey of degree recipients was distributed to AC members. If there are questions or concerns, please contact Bob Bowlin by January 15.

4. Affirmative Action Memo.

A draft of a memo Olum prepared on Affirmative Action was reviewed and briefly discussed. AC members thought the memo was positive but some questioned the impact these new activities would have on substantially changing the workforce composition of the University. There was also concern expressed about women and minority faculty members being on a number of search committees which limits the amount of time available for writing and research.

5. ROTC.

Andy Thompson's letter is to be reviewed by AC members and will be discussed at the next meeting.

6. West, Greer, Tull Report .

The AC will meet at 1:30 pm next week in order to have sufficient time to discuss this report.

7. Hearing Panels.

The AC will need to identify faculty members to serve on a hearing committee for a dismissal with cause decision that has been appealed.

3:20 - 4:20 pm Boyd, Olum

8. Future of University.

Boyd distributed Steven K. Bailey's The Purposes of the University. We will discuss the book in two weeks.

9. Emergency Board.

Results of efforts to recoup underfunding from the Emergency Board were shared with the AC. Boyd's analysis of the events indicate that the legislative budget analyst and members of the legislature are not clear on the type of budgeting process (non-line item) the University uses. Indirectly, the University has received more than requested - about \$490,000. The formula for distribution of equipment and library books, however, was questionable. Boyd was advised to discuss in general the governor's budget and the Emergency Board action at the next University Faculty meeting.

10. Affirmative Action Memo.
(see #4 above)

The concerns about the memo described in #4 above were shared with Olum and Boyd.

Adjourned 4:20pm

January 15 Agenda Items

1. Review of Tull, et al. Report
2. Discuss Thompson letter
3. Review list of questions for Myra Willard attached
4. Ask Boyd about pavilion ←

ADVISORY COUNCIL
MINUTES
January 15, 1979

2:00 - 5:00 pm Johnson Hall Conference Room

MEMBERS PRESENT: Paul Holbo, Wanda Johnson, Richard Littman (Chair),
David Povey, Diane Reinhard (Secretary), Shirley Wilson,
Don Tull, Arnulf Zweig

Others: 3:30 - 5:00 pm Paul Olum, William Boyd

1. Minutes

Minutes of the December 11 and January 8 AC meetings were approved as distributed.

2. Items from the floor and information items

- A. Arnie Zweig was appointed as the AC member to serve on the Ernst Distinguished Teaching Award Committee.
- B. A Joint Committee of Advisory Councils is being planned for Salem.
- C. A letter from the OSU librarian to the OSU faculty was distributed.
- D. The progress on the selection of the faculty lobbyist was discussed. Apparently, Bob Davis is the top contender.
- E. A draft of a letter prepared by Holbo on rock concerts was shared with the AC.

3. Thompson letter

A letter prepared by Thompson regarding assignment to the ROTC Committee was distributed.

4. Discussion of West, Greer, Tull Report

A number of questions were generated such as should the University establish a set of objectives and do we want to consult our constituencies in that process? The need for an information system and long-range planning which includes surveys was stressed. There seemed to be three components to the approach advocated by Tull, et al. The first is the need to define the appropriate functions and goals for the University. The second part was to survey the constituencies outside the University, and the third part was to adapt the goals and functions in response to that outside constituency.

PRESIDENT'S OFFICE
University of Oregon

FEB 12 1979

3:25 - 5:00 pm Boyd, Olum

5. Student recruitment

A number of faculty members were asked to go to Portland to help recruit National Merit finalists for the University of Oregon. There was some question about whether or not they would be reimbursed. Boyd agreed to send out a letter of clarification.

6. Basketball pavilion

The news story regarding the basketball pavilion was discussed by Boyd.

7. Retirement

Olum expressed concern about the scope of tasks to be undertaken by the faculty committee on retirement. He felt that there should be some effort to really look into early retirement and to develop specific implementation plans for 1982 when we will be required by law to keep on faculty members to age 70, if they so desire. The question of whether a separate committee should be formulated for the implementation of policies or expanding the charge of the existing retirement committee so that it can be more responsive to administrative concerns of what we do in '82 was raised by Olum.

8. Affirmative Action functions

A list of questions generated for Myra Willard was reviewed, condensed, and agreed to by AC members.

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