

ADVISORY COUNCIL
Minutes
November 6, 1978

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

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

Others: (3:15 - 5:00 pm): Bill Boyd, Paul Olum

1. Minutes

The minutes from the October 30 meeting were distributed for review. Members were asked to read them and identify any corrections at the next AC meeting.

2. Items from the Floor and Announcements

- a. Dick Littman distributed a revised notice of motion for selecting IFS representation. The new motion sets up an election procedure when the existing appointments expire.
- b. The Research Associate/Assistant policy statement has been in the Chancellor's office since June, 1977. Paul Olum will follow up on this matter.
- c. Costs for collective bargaining were discussed. It was suggested that some cost figures should be collected.

3. Ad Hoc Task Force on Retirement

A few minor suggestions were made on the draft charge to the task force that was developed by Dave Povey. Barry Siegel will be asked to serve as chair. Paul Civin should be a valuable resource person.

4. Gerontology Program

The AC discussed at length the approval of the Gerontology Program. The following issues were raised.

- a. The perceived low quality of the program
- b. The lack of a rigorous review by committees within the University
- c. The need to re-examine the charge to the Curriculum Committee
- d. Concern that future budget cuts are inevitable - so it is not advisable to start a new program without a comprehensive review of the total funding context

e. A very similar program exists at PSU

The AC needs to discuss this topic with Boyd and Olum in order to identify a preferred course of action.

3:15 - 5:00 pm Bill Boyd, Paul Olum

4. Faculty Report on Affirmative Action

The faculty report particularly the recommendations were discussed. This topic will continue to be discussed at the next meeting.

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, Osibow's replacement,
Curriculum Committee change.

ADVISORY COUNCIL
MINUTES
November 13, 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: (3:25 - 5:00 pm) William Boyd, Paul Olum

1. Minutes

The October 30 minutes were approved as written. The minutes from the November 6 meeting were distributed for review. Members were asked to read them and identify any corrections at the next AC meeting.

2. Items from the Floor and Announcements

- A. Personnel from the Weyerhaeuser Corporation attended an orientation session that included presentations from administrators and faculty members.
- B. Barry Siegel has agreed to chair the ad hoc task force on retirement. Lindstrom has also agreed to serve. We do not have a firm commitment from E. Conant and Esther Matthews has declined.
- C. Wanda Johnson will serve as the AC representative to the University Space Allocation Committee.
- D. Fred Andrews has contacted Dick Littman about the salary inequities in the Math Department. He feels they are just as severe as in the Law School. The whole issue of equity and how to define it was discussed. Some departments are awarding equity at only the Assistant Professor level. This topic will receive greater attention when the specific written complaint is received.

3. Letter to Affirmative Action Director

A copy of a letter from Charles Duncan, Chair of the University Personnel Committee, was distributed. Dick Littman was asked to develop a similar letter that could be sent from the University Faculty Advisory Council.

4. Curriculum Committee Charge

Dick Littman distributed minutes from the regular meeting of the Faculty, February 4, 1959. These minutes charge the committee to not

only look at courses but include "...Participation, on behalf of the University faculty, in planning the development and improvement of the instructional program of the institution, in consultation with the President and other administrative officials..." It is apparent that the request of the Senate to have the Curriculum Committee review the Gerontology Program was, indeed, appropriate. An addition to the current faculty legislation was proposed as follows:
(Include after officials) - "This participation shall specifically include the review of and making recommendations concerning any degree programs that are proposed for inclusion and/or deletion from the University curriculum." Some AC members expressed concern about the deletion aspect of the proposed amendment. Final wording will need to be agreed upon at a future meeting.

3:25 - 5:00 pm William Boyd, Paul Olum

5. Costs of Collective Bargaining

The costs of collective bargaining with the GTFF were described. The University administration is urged to develop and send a special note of appreciation to faculty members who were members of the negotiating team and who served on the Advisory Council.

6. Faculty Personnel Replacement

The replacement for Henry Osibov was discussed. It is anticipated that the new person will provide retirement counseling for both classified and faculty personnel.

7. The Affirmative Action Function

Problems with the functioning of the Affirmative Action Office were described.

8. Students from the Republic of China

AC members like this idea and feel that any negative reaction from the Taiwan students and from the general public would be minimal. It was suggested that Boyd consider a joint venture with OSU since China's manpower needs include agriculture. It was also suggested that a Chinese businessman from the Portland area be consulted.

9. Long Range Budget Planning

Boyd asked the AC to consider a number of questions relating to budget reductions and manpower projections. It is hoped that a series of assumptions can be identified upon which the University can proceed with regarding long range planning. The specific questions cited were as follows:

- A. Assume the alternative to 6 and 11 results in a 15% budget reduction for the University. Where should the cuts come from? Are there principles, e.g. critical mass, that should be used in this process?
- B. What programs do you think would be more appropriately placed at PSU?
- C. The projection of needs for Ph.D.'s is zero from about 1984-90. How can the University which is primarily a graduate degree institution survive this period and justify its programs on other than instructional workload basis. What are the areas that must stay - regardless?
- D. What suggestions for program reduction can you suggest within the state system?
- E. What suggestions for reorganization within the University can be made?

These questions will be discussed in depth at a series of future AC meetings.

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

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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
November 20, 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: (3:30-5:00 pm) Paul Olum, William Boyd

1. Minutes

The November 6 minutes were approved as written. The minutes from the November 13 meeting were distributed for review. Members were asked to read them and identify any corrections at the next AC meeting.

2. Letter to Director of Affirmative Action

The draft of a letter prepared by Dick Littman was reviewed and a few revisions were suggested.

3. Ad Hoc Retirement Task Force

It was suggested that Mimi Johnson be contacted to serve on the committee. Dick and Diane will draft a letter to the Task Force. The Task Force should be encouraged to meet with Chuck Duncan before the legislative session begins in order to identify retirement issues that need to be monitored during the session.

4. Faculty Lobbyist

The survey of faculty members at the U of O to determine interest in supporting a state-wide faculty lobbyist is planned for the near future. The AAUP has endorsed the concept and requests for endorsements from OSEA and AFT have been solicited. Some AC members feel that chances are better than ever that the lobbyist idea will be supported.

5. Mortar Board (see also #8)

The idea proposed by the Chapter of Mortar Board, i.e., giving awards to outstanding teaching by GTF's was enthusiastically supported by the AC. All agreed, however, on the need for a financial aspect to the award as well.

6. Curriculum Committee

The revisions proposed for the Curriculum Committee function as recorded in the November 6 AC minutes were discussed. What constitutes a degree program seems to be an issue. Diane Reinhard will investigate the issue and provide a definition of program for AC members' consideration. After consensus is reached it was suggested that the AC meet with members of the Curriculum Committee to discuss their function.

7. Long Range Planning

The topic of long range planning as well as the specific questions that Boyd identified last week was discussed. Different ways to proceed were identified. It was decided it would be beneficial for Paul Olum and Bill Boyd to share with the AC their ideas on the overall mission of the University and what they see as the major goals and objectives for the next 5 - 10 years.

3:25 - Olum, Boyd

7. Long Range Planning (continued)

Boyd and Olum agreed to provide their global views about the future of the University at the next AC meeting. It was felt that these discussions need to occur before criteria can be identified which could be applied to specific budget reduction proposals. It was pointed out that different members of the AC are interested in different aspects of the topic. Some are really eager to discuss management issues, some want dialogue on the process to be used, and some want more global discussions to occur.

8. Mortar Board Award (see also #5)

Everyone agreed on the need for a financial aspect to the award. Dick Littman will contact Ruth Cascone and propose that the Mortar Board raise the money. If this is not possible, the AC recommends that the University provide the resources for the awards. The problem of inactive scholastic honorary organizations was discussed. The University is trying to undo a recommendation to remove an honorary science organization from campus.

9. Sabbatical Leave

Past practices for awarding sabbaticals were discussed. The Provost's Office is planning on starting a more critical review of

sabbatical requests. The purpose of the sabbaticals is to prepare faculty members for future work at the University. Therefore, approval of requests from faculty members 63 years old will be highly questionable.

10. Course Credit Increases

The problem of insufficient support for graduate training was discussed. Because of the lower carrying load of graduate students (9 credits) actual financial entitlement for graduate training is less than that the University receives for its upper division courses. A review of courses to determine whether the amount of credit assigned is appropriate should be undertaken. A University wide review of proposals from various schools and colleges would also need to occur.

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
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?

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 Hipple 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.

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.

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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".