

MINUTES
Faculty Advisory Council
January 3, 1983

Present: Fred Andrews, Carolin Keutzer, Aaron Novick, Barry Siegel, Sandy Tepfer, Don Tull, Shirley Wilson

MINUTES of the December 6 meeting were approved as distributed.

INTERINSTITUTIONAL SENATE. The council recommended Dick Littman, Frank Anderson, and Charles Wright as possible UO candidates for the Interinstitutional Senate. Aaron will follow up.

COURSE SCHEDULING AND CLASSROOM UTILIZATION POLICY. The council was generally in favor of the May 1982 policy but questioned the practicality of strict enforcement of the principle of 20% of the undergraduate classes being taught in the late afternoon and evening. The council unanimously favors starting classes on the hour (rather than the half-hour).

PENDING AGENDA ITEMS. Aaron went over all pending agenda items to determine the status of the council's interest in pursuing them:

Planning. It was agreed that the council would like Don to lead a discussion on planning at a future meeting.

Blue Ribbon Committee on Undergraduate Education. Aaron, Carolin, Mike and Shirley will meet to discuss whether some of the charges to the committee could be more clearly focused.

Equity Money Policy. It was agreed that the council would like to know the definition of "inequity" and how decisions are reached to pay equity money. The council wishes to urge the administration to urge departments not to give across-the-board increases but rather to assign increases according to "merit." The council would like to have a general discussion with the president and provost on what is being done in faculty personnel matters to insure high standards in this regard.

Vice-President for Student Services. The council would like to know if a decision has been made in this matter.

Vice-President for Administration and Finance. The council would like to know who is on the search committee for this position.

Management Economies. The council will ask the president how this issue can be addressed.

Adjusted Teaching Load for Research Activity. The council would like to discuss this with the president and provost. This topic, of course, also relates to the quality of undergraduate teaching.

Uncapping Retirement. Two members have changed their minds on the need to write a letter to the legislature about this pending legislation. The matter was deferred until next week.

The president and provost joined the council at 3:30 p.m.

SUMMER SESSION 1984 BUDGET. All OSSHE summer sessions must now be self-supporting. A comparison of our proposed tuition fees with OSU and PSU shows that our graduate tuition rate is significantly higher. This may have a serious negative impact on the enrollment and, thus, the budget. The president proposed that tuition be lowered to a competitive level and that summer faculty be guaranteed a minimum salary (lower than the current percentage paid) and promised an additional amount if the enrollment reaches a certain level. The president feels that our objective is only to break even but that a "booming" summer session is good for both faculty and students. (An excessive tuition could hurt our summer session for years to come.) The council would be interested in seeing Schminke's projections of what the enrollment would be at various tuition amounts. The idea of "marketing" summer session and using it as a recruiting device seemed appealing. Institutional policy about selection of faculty to teach summer session was raised. There is no policy; it is left to each department which results in inequities in that some departments claim a higher proportion of the summer session budget than others because of the seniority of the faculty who teach. The issue of "banking" credits was also raised (taking the course in summer and registering for the credit in fall term). Such practices should be discouraged.

WOMEN STUDIES CENTER. The president explained that a controversy has arisen over membership of a planning committee for the center.

COURSE SCHEDULING AND CLASSROOM UTILIZATION. The council endorsed the overall policy but felt that it cannot be applied in a uniform way to all departments. Two principles seem to be important in the policy: 1) the evening courses should be attractive to the community; and 2) there is a need to "spread" courses to increase room utilization. According to the provost, our large lecture rooms are much in demand and scheduling unusual lecture sessions (M,T,W,U e.g.) is creating further stress on these rooms. The council is supportive of the intent of the policy but concerned about the implementation and monitoring problems.

STRATEGIC PLAN FOR OSSHE. The president explained that an overview and plan for the OSSHE has been completed. Copies of the plan will be available on January 7, 1983. Hearings on the plan are scheduled throughout the state. The Eugene hearing will be January 20 at 7:30 p.m. in Room 110 Fenton Hall. The council was encouraged to offer verbal or written testimony at the hearing. The council will review and discuss the plan at a future meeting.

SEARCH COMMITTEE: VICE-PRESIDENT FOR ADMINISTRATION AND FINANCE. The president listed members of the search committee as follows:

Joanne Carlson, chair
Ron Rousseve
Shirley Wilson
Linda King
Jim Reinmuth
Barbara Edwards
Marian Andrus
John Moseley
Rod Bowman
C.G. Balfe

NEXT MEETING: Monday, January 10 at 2:30 p.m.

AGENDA:

Planning

"Blue Ribbon" Committee on Undergraduate Education
(Aaron's report)

Policy on use of "equity" monies

Reorganization: Vice-President for Student Affairs

Possible management economies

Recognition of research as part of faculty work assignment

Strategic plan for OSSHE

Shirley Wilson, secretary

SJW:att

MINUTES

Faculty Advisory Council

January 10, 1983

Present: Fred Andrews, Mike Ellis, Aaron Novick, Barry Siegel, Don Tull, Shirley Wilson

MINUTES. The following correction was made to the minutes of 1/3/83: page 2, paragraph 1, line 1, "Summer Session 1984 Budget."

PROCEDURES. Aaron suggested that time be allowed at each meeting for individual council members to ask questions of the president and provost. It was further suggested that this period of time be at the end rather than the beginning of the meetings. This procedure was endorsed by consensus.

UNCAPPING RETIREMENT. Because the uncapping of retirement seems to seriously threaten tenure and will certainly lead to reduction of the flow of young faculty into higher education, the council opposes the proposed legislation. Barry agreed to draft a letter for the council's approval.

EQUITY MONEY and RECOGNITION OF RESEARCH were deferred to the next meeting.

PLANNING. Don presented a description of three levels of planning activity and suggested what the university's position is with regard to each:

1. Strategic planning is concerned with at least a five-year time period and is a process of determining what kind of university we'd like to be and how we can best get there. This plan (or plans) would be reviewed each year. Strategic planning is currently in Paul Holbo's portfolio.

2. Operational planning is concerned with one year or with a biennium. This planning is presently being done in the ad hoc group that meets periodically with the president and in the budget committee.

3. Management and organizational planning is concerned with the internal operation of the university. Construction of communication systems and information bases are central to this phase of planning and are currently being accomplished only on a limited basis.

The need for faculty participation is greatest at the strategic level, less at the operational level, and least at the management level of planning. Strategic and operational planning are closely linked. Don then made four suggestions: 1) support the addition of administrative staff to allow Paul Holbo the time to implement the strategic planning process; 2) establish a formal planning committee; 3) establish that the Faculty Advisory Council would review all plans generated by the committee; 4) establish an "in-house" consulting team of experts on management and organizational planning.

After some discussion, the following were agreed upon by the council:

- 1) That strategic planning begin soon in the provost's office. The council unanimously supports the hiring of sufficient staff to carry out this function.

2) That a planning committee be established composed of the president, provost, vice-provost for academic affairs, vice-provost for student affairs, vice-president for administration and finance, vice-president for university relations, and a representative of the Faculty Advisory Council.

3) That the Faculty Advisory Council review all plans developed by the provost's office and the planning committee.

The council deferred discussion of the establishment of an internal management "consulting team" until a later meeting.

The council agreed that a document on planning should be sent to the faculty when the planning process is more clearly defined.

The president and provost joined the council at 3:40 p.m. Provost Hill explained that the 1981 legislature reduced the support for higher education by an amount equal to an overhead charge of 8% of the expenditures in Continuing Education, community education and other non-credit short courses, workshops, etc. Institutions were instructed to assess these accounts at least an 8% overhead charge. The provost asked the council to review policy for return of these overhead charges (see attached). The council reviewed and endorsed the policy.

SIMIC'S RESIGNATION. The remainder of the meeting was spent discussing possible job descriptions for the Curt Simic position. The president wants to ensure a completely open process in developing the job description and will solicit suggestions from the Deans Council and the general faculty. He will consult with the council before preparing a final description.

NEXT MEETING. Monday, January 17 at 2:30 p.m.

AGENDA:

- Continuation of planning discussion
- Policy on use of "equity" money
- Recognition of research as part of faculty work assignment
- Blue Ribbon Committee on Undergraduate Education
- Reorganization: Vice-President for Student Affairs
- Management economies
- Strategic plan for OSSHE

Shirley Wilson, secretary

SJW:att

MINUTES
Faculty Advisory Council
January 17, 1983

Present: Fred Andrews, Mike Ellis, Carolin Keutzer, Aaron Novick, Barry Siegel, Sandy Tepfer, Don Tull, Shirley Wilson

MINUTES of the January 10 meeting were approved as distributed.

PROCEDURES. Aaron will be away next Monday. Shirley will chair the meeting.

UNCAPPING RETIREMENT. The council edited and approved the draft written by Barry. Shirley will send the letter, listing names of the council members (see attached).

DOCUMENT ON PROMOTION AND TENURE CONSIDERATIONS. Before considering this document, the council members would like to receive copies of the guidelines currently used in these matters.

GUIDELINES FOR SEEKING FUNDING should be circulated to faculty. Aaron will ask John Lallas about this.

STRATEGIC PLAN FOR HIGHER EDUCATION IN OREGON, 1983-87. General reactions to the plan were that it is not unfavorable toward the UO and it is not very specific. It was felt that the council should be represented at the hearing on Thursday evening.

PLANNING. Don suggested that perhaps a member of the Senate should be added to the proposed planning committee. After discussion of the importance of involving faculty in this process but the need to keep the committee small, it was decided to amend the last part of the last line of the first paragraph on page 2 of the minutes to read: "a representative of the faculty nominated by the Faculty Advisory Council." It was also reaffirmed that the Faculty Advisory Council should call at least one faculty convocation each year to discuss issues of major concern to the institution. It is the view of the council that it is the administration's responsibility to do the planning and it is the faculty's responsibility to respond to issues presented by the administration, particularly in the strategic planning phase.

THE COMMITTEE ON ECONOMIC DIVERSIFICATION chaired by Dick Hersh was discussed. Its purpose and effectiveness are not clear to the council.

POLICY ON THE USE OF EQUITY/MERIT MONEY. Several concerns were expressed: rewarding or hiring "stars" takes all the merit money; new people are brought on at higher rate than equal counterparts already here and equity money should be used to diminish this difference; there is great discrepancy among departments in practices of allocating equity and merit money. The council will urge the president and provost to review the equity and merit money policies and provide as much definition and direction as possible. Recognition of research in teaching and committee loads was also discussed.

Provost Hill joined the meeting at 3:56 p.m.

The council shared its view that the administration needed to play a strong role in defining and monitoring equity and merit monies. For example, if a department consistently divides merit money evenly, the department isn't functioning properly. Judgments for equity money require prior judgment of merit. In small departments, deans probably need to take a more active role. Further definition of "less than satisfactory" may be helpful.

NEXT MEETING will be Monday, January 24 at 2:30 p.m. The president and provost are invited to join the council at 3:00 p.m.

AGENDA:

Planning
Policy on equity/merit money and recognition of research
Blue Ribbon Committee on Undergraduate Education
Reorganization: Vice-President for Student Affairs
Management economies

Shirley Wilson, secretary

SJW:att

MINUTES
Faculty Advisory Council
January 24, 1983

Present: Fred Andrews, Mike Ellis, Carolin Keutzer, Barry Siegel,
Sandy Tepfer, Don Tull, Shirley Wilson

The meeting was convened at 2:35 p.m. by Shirley.

MINUTES of the January 17 meeting were not reviewed. They will be considered at the next meeting.

REPORT TO THE FACULTY. Fred suggested that a regular report of matters considered by the council be circulated to the faculty with notices of the Assembly meetings. The council agreed and Shirley will provide the summaries to Keith Richards.

COMPUTER AND INFORMATION SCIENCE. There is interest among council members in discussing the inter-relationship of the CIS department with the mission of the university as articulated by its various academic departments. This will be placed on the agenda for a future meeting. If warranted, the council will share the results of its discussion with the department chairman and Dean Berdahl.

PROMOTION AND TENURE, DRAFT VIII. Sandy expressed his general support for the document. Don discussed the meaning and implications of paragraph 2 on page 2, most particularly the word "consultations." He also pointed out that no documents on criteria for promotion and tenure from the minor faculties were called for.

Provost Hill and Vice-Provost Holbo joined the council at 3:00 p.m.

LEAVE TIME AND PROMOTION AND TENURE. Provost Hill explained that since 1980 we have been encouraging faculty to take leaves to help our financial situation. When these leaves have been for professionally-related activities, the provost has been counting the time toward that needed for promotion and tenure consideration when it has been in the best interest of the faculty member. The matter is dealt with on a case-by-case basis. The council endorsed this practice.

OVERLOAD PAYMENTS. Provost Hill explained that since 1958 the payment for "overload" has been limited to \$500. This amount has become unrealistic and the provost has lifted the limitation. Most overload payment requests are less than \$500 but the Provost's Office reviews all such requests and the provost feels there is no need for a fixed limit. The council agreed.

President Olum joined the council at 3:15 p.m.

TENURE AND PROMOTION, DRAFT VIII. The following points were raised:

1) Credit for prior experience should be explicitly addressed in the document. (Provost Hill agreed.)

2) If minor faculties are to be asked to prepare their own promotion and tenure guidelines, this should be included in the document. (Perhaps promotion and tenure criteria from minor

faculties should be submitted to the personnel committee for review of conformance with the university's document.)

3) The problem of evaluating performance as creative and scholarly work is still not clearly defined -- page 5, paragraph 2 needs clarification.

4) On pages 1 and 2 the equation of performance with scholarly activity is legitimate, but then in the second paragraph of page 2, consultation and entrepreneurial activities are equated with performance. How this criteria will be applied is troublesome.

Paul Holbo asked about paragraph 2, page 2, on the instructor rank. The council suggested elimination of this paragraph on the addition of introductory sentences which explain fully the different types of instructor status within the university.

President Olum observed that the draft lacks definition of the crucial criterion to be insisted upon; that is, "a person ought not to be promoted to tenure unless he/she is at least of the quality of the best people we could attract from the outside for such a tenured position." He has been assured that this will be included in the procedures document yet to be written.

PROSPECT CLEARANCE PROCEDURES. Discussion of this document was deferred until next Monday's meeting.

STARTING TIME FOR CLASSES. Provost Hill stated that there will be no immediate change in the starting time of classes.

CENTER FOR THE STUDY OF WOMEN AND SOCIETY. President Olum reported that formation of the center is progressing satisfactorily.

CREATION OF CENTERS AND INSTITUTES. Barry Siegel raised the question of what procedures are followed in the creation of centers and institutes. It seemed to be agreed that procedures for formation of centers and institutes are not clearly defined but the principle of gaining input from concerned constituencies within the university should always be observed. Procedural errors do occur and when they do, corrective action should be taken. Paul Holbo observed that the Moseley-Hodge proposal currently under consideration will address this procedural problem.

PLANNING. Don Tull reviewed the discussion and recommendations on planning reported in the January 10th council minutes: 1) strategic planning on the shape of the university should be the responsibility of the Provost's Office; 2) staff should be added to the Provost's Office to assist with the strategic planning process; 3) establish a planning committee composed of the president, provost, vice-provost for academic affairs, vice-provost for student affairs, vice-president for administration and finance, vice-president for university relations, and a representative of the faculty to be named by the Faculty Advisory Council; 4) submit results of strategic planning to the Faculty Advisory Council; 5) establish an in-house consulting team on communication, management, and organizational planning.

President Olum suggested that the Dean of the Graduate School and Research Activities be added to the planning committee. The council agreed.

Provost Hill raised a question as to whether the proposed committee was the right group to accomplish the strategic planning function. The council responded that various task forces could be formed to work on specific areas of planning concerns and could report to the planning committee.

Paul Holbo indicated that a document on planning is currently under consideration by the Provost's Office. The president, provost, and vice-provost asked for time to consider the council's recommendations. The matter was deferred until a later meeting.

TIME SCHEDULE AND PAID ADVERTISING. Carolin asked if consideration has ever been given to selling advertising to help defray the expense of publishing the Time Schedule of Classes. Shirley will investigate and report to the council at its next meeting.

Sandy Tepfer will not be present for the next council meeting.

AGENDA:

- Consideration of minutes of January 17 and 24 meetings
- Prospect clearance procedures
- Continuation of planning discussions
- Computer and Information Science
- Policy on equity/merit money and recognition of research (to be discussed when Sandy Tepfer is present)
- Blue Ribbon Committee on Undergraduate Education
- Reorganization: Vice-President for Student Affairs
- Management economies

Shirley Wilson, secretary

SJW:att

Minutes
FACULTY ADVISORY COUNCIL
January 31, 1983

Present: Fred Andrews, Mike Ellis, Carolin Keutzer, Aaron Novick, Barry Siegel, Sandy Tepfer, Don Tull, Shirley Wilson

The meeting was convened at 2:38 p.m. by Aaron.

MINUTES of the January 17 and 24 meetings were approved as distributed.

BLUE RIBBON COMMITTEE ON UNDERGRADUATE EDUCATION. Aaron reported that Carolin, Mike, Shirley, and he had met once to discuss issues/problems in undergraduate education which could be identified and addressed. Mike has received a report of a study on undergraduate education done by the Association of American Colleges. There was general discussion and views expressed by the council were: there are some fundamental problems that aren't being solved, i.e., ample space in Writing 121, 122 or 123 classes each term, senior students who can't get into required courses in their majors, departments requiring courses in other departments without adequate consultation as to available course selections, students who need computer literacy when not enough courses are offered in C.I.S. for non-majors (same problem in the College of Business Administration), no encouragement of innovative teaching methods, no place or mechanism in the university specifically charged to look at the problems and possible solutions arising in undergraduate instruction. The sub-group on undergraduate education will meet again. Mike will summarize the Association of American Colleges report and the group will try to develop a structure which will provide a focused discussion of this topic in future council meetings.

PROSPECT CLEARANCE PROCEDURES. The consensus of the council was that the document was too bureaucratic and too wordy.

PLANNING. It is the council's perception that the president, provost, and vice-provost will present their views of the council's suggestions, including their "preferred" membership for a planning committee. The council also looks forward to reviewing the planning document mentioned by Paul Holbo at the last meeting. The council reiterated its conviction that support staff must be added to the provost's office to allow time for effective planning activity on the part of Paul Holbo.

President Olum and Provost Hill joined the council at 3:30 p.m.

COLLEGE OF PERFORMING ARTS. The president reported that interest and support for creating a college, division, or center for the performing arts was lacking in the departments that would be involved. Given this lack of enthusiasm - indeed resistance - from the principal participants, the president suggests that the idea be abandoned. The council unanimously concurred.

PLANNING. The suggestion of the council that staff be added to the provost's office was met with alarmed protestations that increase in administrative staff at a time when faculty salaries (and maybe faculty) are being cut is untenable. The council disagrees and believes those faculty who object will be in the opinion minority.

The provost deferred until next week his office's response to the planning proposal. Paul Holbo will be invited to attend.

PROSPECT CLEARANCE PROCEDURES (BEGGAR'S RULES*). The council members reported that they were pleased to see that a clear policy has been developed on this matter. They suggest that the document be condensed to one page, highlighting the operational points so that faculty will read and will follow the procedures outlined. A new, more descriptive title was also suggested. (e.g. Procedures for Faculty Solicitation of Funds)

THE \$600,000 PROBLEM. Provost Hill outlined in detail the plan, and the contingency plan, for meeting the \$600,000 deficit in this year's budget. The council discussed and concurred with the plan.

OSHE POLICY ON INSTITUTES AND CENTERS. The president reported that at the last State Board meeting, a problem arose as to the creation of institutes and centers. The issue remains unresolved as to what kinds of institutes, centers, or programs can be appropriately established on individual campuses and what kinds will be approved only if they are inter-institutional in nature.

IMPACT OF DEPARTMENTAL OFFERINGS ON UNIVERSITY-WIDE CURRICULUM. The lack of an effective process for departmental sharing of curricular needs was discussed, with Computer and Information Science as an example. Establishing a balance between service-oriented courses and those offered only for students in the major creates tensions. The council recognizes the problem and wishes to contribute to the solution. Any solution will involve allocations of money to provide the desired service courses.

AGENDA:

- Continuation of planning discussions
- Blue Ribbon Committee on Undergraduate Education
- "Service" courses offered by departments
- Time Schedule and paid advertising
- Policy on equity/merit money and recognition of research
- Reorganization: Vice-President for Student Affairs
- Management economies

Shirley Wilson, secretary

SJW:att

* Carolin's term

MINUTES
Faculty Advisory Council
February 7, 1983

Present: Fred Andrews, Mike Ellis, Carolin Keutzer, Aaron Novick, Barry Siegel, Sandy Tepfer, Don Tull, Shirley Wilson

The meeting was convened at 2:35 p.m. by Aaron.

MINUTES of the January 31 meeting were approved after deleting Sandy Tepfer's name on the roster of those present.

STATUS OF PLANNING. Aaron announced that the president wished to defer the planning discussion until Monday, February 21. This was acceptable to the council.

UNDERGRADUATE EDUCATION. Mike distributed his written summary of the report prepared by the Association of American Colleges and gave a brief overview of the issues presented therein.

MERIT/EQUITY FUNDS POLICY. The council again discussed merit/equity policy, citing the lack of uniformity in application from department to department, the fact that some departments award merit money across the board, that deans are beginning to prepare guidelines for distributing merit and equity money now, that there should be some uniform formal system to rate faculty and award merit within such a system, that departments should clearly understand what is meant by equity, and that perhaps equity money should be held in a central pool to be allocated on a case-by-case basis as presented by departments.

The president and provost joined the meeting at 3:20 p.m.

PROSPECT CLEARANCE PROCEDURES. The provost announced that the procedures are being revised.

COURSE SCHEDULING AND CLASSROOM AVAILABILITY. The provost commented on a letter from the English and mathematics departments, objecting to the recently announced course and room scheduling policy for next year. He outlined his reasons for believing that the policy is a sound one and in the best interests of the university. He agreed that perhaps it might be possible to develop some kind of an incentive program for academic departments, and also that he or a member of his staff would meet with those departments who feel that there is a serious problem in carrying out the policy.

POLICY ON THE USE OF EQUITY/MERIT MONEY. The council members presented their views on the distribution of merit and equity salary money. Don summarized the discussion as follows:

1. There ought to be a statement of what equity and merit mean. For example, inequity is the accumulation of unmet past warranted merit increases.

2. Each department should establish an explicit rating system which will be used in merit evaluations of the faculty. This system should be used to award merit money each year. Such a system would reflect the criteria of research, teaching, and service.

Minutes
Faculty Advisory Council
February 7, 1983

The president and provost discussed the complexity of merit and equity considerations, and the president stated that merit money was one way to reward outstanding teaching and service when promotion and/or tenure are not appropriate. The council encouraged the president to include this kind of statement in policy guidelines with regard to merit and equity money. The council also agreed with the president that a meeting with department heads to discuss merit and equity guidelines would be useful.

STAFFING IN THE PROVOST'S OFFICE. The council again urged the provost to increase the professional staff in his office.

LINGUISTICS PHD. The president outlined his concerns about the proposed linguistics PhD, which has run into rough weather in the Chancellor's office.

AGENDA:

- Continuation of planning discussions
- Blue Ribbon Committee on Undergraduate Education
- "Service" courses offered by departments
- Time Schedule and paid advertising
- Reorganization: Vice President for Student Affairs
- Management economies

Shirley Wilson, secretary

MINUTES
Faculty Advisory Council
February 14, 1983

Present: Fred Andrews, Mike Ellis, Carolin Keutzer, Aaron Novick,
Barry Siegel, Sandy Tepfer, Shirley Wilson

The meeting was convened at 2:30 p.m. by Aaron.

MINUTES of the February 7 meeting were approved as distributed.

SEMESTER SYSTEM. Sandy presented and briefly discussed a possible calendar for a semester system beginning in the academic year 1985-86. Sandy and other faculty have presented a notice of motion which will be considered at the next faculty meeting.

REPORT FROM THE GOVERNANCE COMMITTEE. Sandy gave a brief progress report on the activities of the Governance Committee. Things seem to be moving along well, and a notice of motion may be possible within the next month.

BLUE RIBBON COMMITTEE ON UNDERGRADUATE EDUCATION. Mike reported that he had not yet been able to schedule a meeting for the sub-group of the council. He also suggested that perhaps a faculty retreat on undergraduate education, like the retreat held last year at the Sheraton, would be an appropriate way to deal with this issue.

BROCHURE: EXCELLENCE AT OREGON. Aaron distributed a new brochure put out by the Office of University Relations. The council approved of the brochure, but cited the omission of basic sciences from the section on "Quality in Education." Members of the council suggested that perhaps this omission would not have occurred if the council had reviewed the copy before publication.

SERVICE COURSES. The council wishes to call to the provost's attention the matter of poor communication between departments in developing course requirements outside the major. That is, journalism may require its majors to take a particular economics course and fail to communicate this fact to the economics department.

ADVERTISING IN THE TIME SCHEDULE. There was general consensus that using the revenues from tasteful and appropriate advertising to improve the readability of the Time Schedule was an idea worth pursuing. Shirley will ask the Registrar's Office to investigate further.

REORGANIZATION: VICE-PRESIDENT FOR STUDENT AFFAIRS. The council will ask the president the status of this item.

MANAGEMENT ECONOMIES. The council agreed to urge the administration to consider hiring someone who could suggest management economies.

FACULTY FORUM. Sandy asked that the council consider calling a Faculty Forum at some time in the near future. This item will be placed on the agenda.

President Olum joined the council at 3:25 p.m.

REORGANIZATION: VICE PRESIDENT FOR STUDENT AFFAIRS. In response to the council's query about the status of this item, the president indicated that although he favors such a title change, some others do not, and in addition, it is not politically the right time to move ahead with this discussion within the university. This item will be removed from the agenda.

SERVICE COURSES. After a brief discussion it was agreed that perhaps the provost could remind the departments of their obligation to consult one another when including courses as part of major requirements. (See earlier discussion on this topic.)

MANAGEMENT ECONOMIES. The president stated that one of his first charges to the new Vice-President for Administration will be that of taking a look at what we're doing and what kind of management economies might be effective. It is his expectation that the vice-president may wish to hire a management analyst.

PROGRESS OF SEARCH FOR VICE-PRESIDENT FOR ADMINISTRATION AND FINANCE. The president reviewed current progress and reassured the council that faculty will have a full opportunity to interview the final candidates.

FACULTY GOVERNANCE COMMITTEE. Fred and Sandy invited the president, and he accepted, to address a future meeting of the Governance Committee. The president said that he preferred to attend the meeting after a firm proposal had been agreed upon.

PRESIDENT'S LETTER TO THE FACULTY. The president explained that there were a number of items that he wished to communicate to the faculty: 1) progress of the Vice-President for Administration and Finance search, 2) progress of Vice-President for Public Relations search, 3) how salary monies will be allocated on March 25 (5.3% across-the-board increase), 4) the importance of faculty assembly meetings this spring (March 2 - semester system consideration; April 6 - R.O.T.C. vote and possibly a motion to create a delegate senate).

BROCHURE: EXCELLENCE AT OREGON. The president indicated that the copy for the brochure had been reviewed by academic staff, but that he agreed that the sciences should not have been omitted from the section on undergraduate education.

HUMANITIES CONFERENCE. A conference was recently held to bring together faculty to discuss the possibility of drafting a proposal for submission to the National Endowment for the Humanities. The president felt that the conference was a success and reported that there is now a group writing a proposal for the \$300,000 three-year grant. The money would be used to create a humanities center for research and generally to improve academic programs and curriculum in the humanities areas. The president asked the council to encourage their colleagues in this endeavor.

AGENDA:

Continuation of planning discussions
Blue Ribbon Committee on Undergraduate Education
Faculty Forum

Shirley Wilson, secretary

SJW:att

MINUTES
Faculty Advisory Council
February 21, 1983

Present: Fred Andrews, Mike Ellis, Carolin Keutzer, Aaron Novick,
Sandy Tepfer, Don Tull, Shirley Wilson

Aaron convened the meeting at 2:35 p.m.

MINUTES of the February 14 meeting were approved as corrected: page 1, paragraph 3, line 5 should read "Hilton" instead of "Sheraton."

PLANNING. The council briefly discussed the planning document distributed prior to the meeting by Paul Holbo. They expressed their approval and their desire that it be implemented at the earliest possible date.

F.A.C. INTERIM REPORT. Shirley distributed a draft of an interim report to the faculty. Several suggestions were made, and she will see that the report is distributed as corrected.

SEMESTER SYSTEM. Sandy distributed a slightly revised calendar for the proposed semester system.

Paul Holbo joined the council at 2:55 p.m.

PLANNING. A review of the planning document brought forward the following comments or suggestions:

The members of the planning committee will have demographic, analytic, and cost analysis data available to them in formulating the initial planning document. Paul explained how deans, department heads and faculty would become involved in the planning process and how much detail on planning issues would be expected from the departments. The committee does not include the vice-president for public affairs or the vice-president for administration and finance because this is an academic planning committee. The council expressed their desire that the president and provost initiate their own ideas on academic directions that the university should be taking. The Provost's Office, especially, should not assume a passive role in planning. Paul assured the council that this was not his intention, and that as chairman of the planning committee the provost would be in a position to exercise this leadership. He further suggested that Item 16 was the point at which the provost's ideas could enter the planning process very directly. The question of consultation with students was raised. Paul pointed out that such consultation could take place at points 5, 33, and 34. The council agreed. The council further suggested that surveys of our current students and graduates would provide critical information to the planning committee. Concern was also expressed that the planning process not become overly bureaucratized, thus stifling innovative ideas. Paul indicated that he would include a preamble that would speak to this issue. The council also suggested that there be an automatic review of the plan after three years. Paul indicated that the plan would go into effect almost immediately and that the advisory council should appoint its representatives to the planning committee at its next meeting.

The council commended Paul for his work in preparing the planning document.

President Olum joined the council at 3:37 p.m.

SEARCH FOR A VICE-PRESIDENT FOR ADMINISTRATION AND FINANCE. The president reviewed his plans for faculty interview panels. There was a brief discussion of the type of appointment that the new person would be given. The president indicated that it would probably be a five-year fixed appointment with review at the end of that period.

SEARCH COURSES. There was a general discussion of concerns about search courses, both credit and non-credit. Some members of the council were also concerned about credit given for practicum experience. Establishing a process that ensures proper approval of courses by the university must be carefully done so that we do not institutionalize orthodoxy. There was much discussion as to the establishment and evaluation of both credit and non-credit search courses with no clear consensus as to what should be done. Some thought the matter should be submitted to the curriculum committee for review and recommendation, while others thought the issue was perhaps broader than the curriculum committee. The issue was tabled.

MYRA WILLARD SETTLEMENT. The president reviewed the settlement which has been made in the Myra Willard suit against the university.

AGENDA:

Appointment of delegates to the Academic Planning Advisory
Committee (APAC)
Blue Ribbon Committee on Undergraduate Education
Faculty Forum

Shirley Wilson, secretary

SJW:att

MINUTES
Faculty Advisory Council
February 28, 1983

Present: Fred Andrews, Mike Ellis, Carolin Keutzer, Aaron Novick, Barry Siegel, Sandy Tepfer, Don Tull, Shirley Wilson

Aaron convened the meeting at 2:35 p.m.

MINUTES of the February 21 meeting were approved as distributed.

VISITOR AT COUNCIL MEETINGS. Aaron indicated that Bean McFadden, Director of Affirmative Action, would like to attend some of the council meetings for a project that she is completing on organizational decision making. The council agreed that she was welcome at most meetings and that she would be asked not to attend if any issue of special sensitivity in her area arose.

APPOINTMENT OF MEMBERS TO THE ACADEMIC PLANNING ADVISORY COMMITTEE. After a brief discussion the council deferred action until next week. Members were asked to compile a list of nominees. There was some feeling that only one member of this year's council should be named to the committee. It was also suggested that one designee be appointed for the remainder of this year and a one-year term, and the other designee be appointed for the remainder of this year and a two-year term. It was also suggested, but not agreed upon, that the term of office end June 30 of each year.

OSPIRG. A letter, signed by several administrators, supporting the collection of student fees to offset OSPIRG expenses was discussed. It was generally agreed that it was inappropriate for faculty, acting in their official capacity as administrators, to actively support such an effort.

FACULTY FORUM. It was agreed that the Faculty Advisory Council should sponsor a Faculty Forum to discuss the report of the Faculty Governance Committee when it becomes available.

TELL IT TO THE TOP. Shirley distributed information on the "Tell It To the Top" retention project. There was some feeling that the project should have been cleared with the faculty before being implemented. The fear is that, if not properly controlled, the project could have adverse effects on faculty; even with proper control, it might generate paranoia among faculty.

LITTER. The question was raised as to whether there had been a work force reduction, since it seemed that litter on campus has been increasing lately.

THE INTERIM REPORT OF THE F.A.C. will be distributed with the minutes of the next assembly meeting.

President Olum and Provost Hill joined the meeting at 3:22 p.m.

ACTING VICE PRESIDENT FOR PUBLIC AFFAIRS. The president indicated that he wished to appoint Barbara Edwards, the current executive

assistant vice president, as acting vice president for public affairs when Curt Simic leaves April 1st. The council agreed with the president's plan.

FUNDING OF TENURE REDUCTION PROGRAM. Provost Hill explained the accounting problems that have been encountered in administering the tenure reduction program. The suggested revision would clear up departmental questions about F.T.E. and recurring funds. The council endorsed the solution.

NORTHWEST STRATEGIC MANAGEMENT INSTITUTE. The president reported on a meeting of OSSHE presidents to discuss the establishment of centers and institutes, most particularly the Northwest Strategic Management Institute. Assurances were given that this institute would not stop other institutions from developing other business support services.

OREGON GRADUATE CENTER. The president reported that the Oregon Graduate Center would like the faculty of our business school to provide an on-site M.B.A. for middle managers in the Lake Oswego, Beaverton and greater Portland area. The three university presidents will meet to draw up some ground rules for this proposal.

OSPIRG. The president agreed with the council's concern about the OSPIRG letter. He will talk with the faculty involved and communicate our objections to the use of administrative titles in circularizing the faculty for political purposes. He will also determine who paid the cost of distributing the letter. A policy is being developed to cover this kind of problem and will be brought to the council for review.

LINGUISTICS PH.D. President Olum reported that, with the Chancellor's support, the Linguistics PhD was approved by the board.

EDUCATIONAL COORDINATING COMMITTEE has suggested that a certain percentage of the total higher education budget be given to them for the purpose of giving incentive awards to students of their choosing. The council vigorously opposes this idea.

TELL IT TO THE TOP. The council expressed its concern for the lack of prior approval of this project. The president assured the council that Student Affairs would attempt to monitor other recruitment and retention projects with regard to faculty sensitivities and feelings.

AGENDA:

- Appointment of delegates to the Academic Planning Advisory Committee (APAC)
- Blue Ribbon Committee on Undergraduate Education
- Faculty Forum

Shirley Wilson, secretary

SJW:att

MINUTES
Faculty Advisory Council
March 7, 1983

Present: Fred Andrews, Mike Ellis, Carolin Keutzer, Aaron Novick,
Barry Siegel, Sandy Tepfer, Don Tull, Shirley Wilson

Aaron convened the meeting at 2:35 p.m.

MINUTES of the February 28 meeting were approved as distributed.

ACADEMIC PLANNING ADVISORY COMMITTEE. Don Tull was named to position number 1 (a one-year term) by acclaim. After discussing a number of nominees for position number 2 (a two-year term), John Orbell will be asked to serve. First alternate will be Charles Curtis, second alternate will be Esther Jacobson.

UNDERGRADUATE EDUCATION COMMITTEE. A meeting has been set for Friday, March 11.

AD HOC COMMITTEE ON UNIVERSITY GOVERNANCE. Sandy and Fred gave a brief report on the progress of the Governance Committee. The council agreed that if they received the committee's report in the next few weeks, they will review it and then sponsor a forum for full faculty discussion. If possible, a notice of motion will be presented at the June faculty meeting and a vote on the issue would be taken in the fall. It was further agreed that the Ad Hoc Committee on Governance would play a central role in the Faculty Forum. The format agreed upon was a general meeting to present facts and clarify issues raised by the report and then divide into six or eight small groups for discussion and debate.

"TELL IT TO THE TOP" Shirley reported that the "Tell It To the Top" project came from the Committee for Excellence. She listed the names of the faculty who serve on this committee: Nat Teich, Joe Hynes, Susan Glaser, Ralph Barnhard, Mac Hodge, David Hubin, Dave McDaniels.

The council will meet next week but will not meet the week of spring vacation.

The president joined the council briefly at the end of the meeting. He acknowledged that there were preliminary discussions now occurring on the possibility of offering pre-engineering programs through the College of Arts and Sciences.

AGENDA:

- Final selection of faculty for Academic Planning Advisory Committee
- Undergraduate education
- Faculty Forum plans
- Search process used in filling university positions
- Method of reducing system-wide program duplication

Shirley Wilson, secretary

SJW:att

MINUTES
Faculty Advisory Council
March 14, 1983

Present: Fred Andrews, Mike Ellis, Carolin Keutzer, Aaron Novick,
Barry Siegel, Sandy Tepfer, Don Tull, Shirley Wilson

Aaron convened the meeting at 2:45 p.m.

MINUTES of the March 7 meeting were approved as distributed.

ACADEMIC PLANNING ADVISORY COMMITTEE. Aaron has not yet contacted our nominees for the committee.

VICE PRESIDENT FOR ADMINISTRATION AND FINANCE. Aaron and Don will serve as our delegates to the interview panel for this position; Sandy was named as an alternate.

UNDERGRADUATE EDUCATION COMMITTEE. Mike reported that the committee had met and after much discussion had agreed that there were two primary features of the problem of examining and possibly changing the undergraduate curriculum: 1) The current curriculum is a result of a long history of past faculty actions. Curricular change is highly dependent upon the governance process. 2) There may once have been a blueprint for the substance and quality of undergraduate education, but now there is no clear consensus among the faculty even as to the shape of the general education requirements. Consensus is needed about what we're hoping to achieve in our undergraduate education so that departments can contribute to this objective through their curricular offerings. There is some urgency to achieving this consensus because of the impending change to a semester system.

The council discussed the role of administration and faculty in providing leadership for curricular change. One thing was agreed upon by the council: as long as the professional school students are required to meet general university requirements, professional school faculty should contribute to the shape of that curriculum.

The role of the Curriculum Committee in providing leadership was discussed. It seemed to be agreed that the committee has interpreted its responsibility rather narrowly because of the massive amount of work needed to investigate and recommend course changes each year. The question was raised as to what appropriate overlap there should be between the Curriculum Committee and the Academic Planning Advisory Committee. It was agreed that the council should probably explore this question and suggest a relationship.

AD HOC COMMITTEE ON UNIVERSITY GOVERNANCE. Sandy and Fred reported that the committee is finalizing its report and will submit same to the council at its first or second meeting spring term. They also indicated that a new chairperson should be appointed since Bob Campbell will be leaving within the next ten days. Their suggestions were: Jim Lemert or Mary Rothbart.

It was agreed that there should be a Faculty Forum, preferably on May 11th. This would allow time for the committee to revise the document on the basis of suggestions from faculty who attend the forum and still present a notice of motion at the June university assembly meeting. The letter to faculty announcing the forum should focus on

the major issues presented in the governance document. Aaron will check on availability of space for the forum on the May 11th or May 18th dates. Carolin will assist with the format and mechanics of the forum itself.

SEARCH PROCEDURES. Shirley circulated an article from the Chronicle of Higher Education. Council members will read the article and decide at a future meeting if they wish to make any recommendations about search procedures in general.

BERDAHL MEMO ON FUNDING OF TENURE REDUCTION PROGRAM. After a brief discussion the council agreed to defer discussion of the Berdahl memo to its next meeting.

SYSTEM-WIDE DUPLICATION OF PROGRAMS. There was much discussion of the need for examining unnecessary duplication of programs within the state system. Identification of the appropriate group or body to deal with this issue is very difficult. It seemed to be agreed that someone, besides the Chancellor's Office, needs to be concerned about studying the problem. It was suggested that Larry Pierce be invited to a future meeting. The council agreed with this suggestion and deferred further discussion until Larry could join us.

USE OF RETIREMENT FUNDS. Two council members expressed concern for the recent moves to invest the state's retirement funds. This opens the door to all kinds of "raids." The Faculty Personnel Benefits Committee is concerned with this also, and this seems to be the proper group to address the issue and take whatever action is needed.

BALANCE IN ALLOCATION OF RESOURCES. There was a lively discussion about the uneven growth and strength of departments and schools within the university. Some of the issues mentioned were: 1) It often costs more to build up a weak department than to keep a strong department strong. 2) Departments are not always compensated according to the number of students they are trying to handle. 3) Departmental decisions to restrict enrollment in their majors has a domino effect on other departments within the university. 4) Some departments don't like being the "cow" of the university for student credit hours.

AGENDA:

Final selection of faculty for Academic Planning Advisory
Committee
Undergraduate education
Faculty Forum plans
Search process used in filling university position
Method of reducing system-wide program duplication
Overlap between Curriculum Committee and Academic Planning
Advisory Committee

Shirley Wilson, secretary

SJW:att

MINUTES
Faculty Advisory Council
March 28, 1983

Present: Fred Andrews, Carolin Keutzer, Aaron Novick, Sandy Tepfer,
Don Tull, Shirley Wilson

Aaron convened the meeting at 2:35 p.m.

MINUTES of the March 14 meeting were approved as distributed.

ANNOUNCEMENT: John Orbell has agreed to serve on the Academic Planning Advisory Committee. Jim Lemert has agreed to serve as chairman of the Ad Hoc Governance Committee in place of Robert Campbell. Aaron read to the council his reply to a letter stating that the council's circularization of the faculty with regard to Ballot Measure #3 may have violated the election laws. The council approved of the letter and promised to visit Aaron in jail.

AD HOC COMMITTEE ON UNIVERSITY GOVERNANCE. The council reviewed an interim report submitted by Bob Campbell. Sandy gave a brief ~~report~~ report on the principles contained in the governance proposal.

SEARCH PROCEDURES FOR UNIVERSITY POSITIONS. The view was expressed that the university should use every personnel opening as an opportunity to improve the faculty. That is, faculty members should be considered for administrative posts whenever there is a vacancy. This view was not shared by all the council, and Don and Fred agreed to discuss the matter further and return with a suggestion for further consideration by the council.

UNBALANCED UNIVERSITY. It was generally agreed that the system for allocation of resources should allow flexibility to respond to changing enrollment demands. When the system does not have this flexibility, departments will establish their own means of limiting enrollments, and this in turn affects the total undergraduate education enterprise. Council members agreed to note specific points which they would like to discuss with regard to this general topic at a future meeting.

Larry Pierce will be invited to attend the next meeting. If there is time the Berdahl report will also be discussed at the next meeting.

Provost Hill joined the meeting at 3:35 p.m.

UPCOMING FACULTY MEETINGS. The provost indicated that the president is concerned that as many faculty as possible attend the next faculty meeting because of the importance of issues being considered.

OSSHE BOARD MEETING. The provost briefly reviewed actions taken at the last board meeting. The board upheld an institutional president's decision to discontinue a tenured faculty member for program reduction. The Business School's Institute for Economic Management was approved. There was a page by page review of the strategic plan, with most provisions being approved. The discussion of the provision for changing the entrance requirements was postponed until the May

meeting. Evidently some superintendents and principals feel that they cannot hire the staff or develop the necessary laboratory facilities to implement these requirements. Terry Olson made it clear that the Educational Coordinating Commission will review the strategic plan and consider it in light of the state's total educational planning. The provost indicated that there are some eighteen program changes waiting for board action, including a PhD in nursing requested by the Health Sciences Center and several engineering and C.I.S. degree requests from OSU and PSU. Five of the requested program changes are not substantive but are merely name changes. We are fortunate that our linguistics degree was approved. The provost also reported that President Olum is meeting with the Chancellor on the funding formula as it applies to the University of Oregon.

COMMITTEE ON COMMITTEES. The provost reported that the Committee on Committees is very concerned about the low number of faculty who are willing to serve on committees (20%). In discussing the problem, the council agreed that there was not sufficient reward for committee service and suggested that a minimum amount of service be required for any promotion in rank. The provost will consider this idea.

AGENDA:

- Undergraduate education
- A "balanced" university
- Faculty Forum plans
- Berdahl memo
- System-wide duplication of programs
- Process used in filling university administrative positions
- Overlap between Curriculum Committee and Academic Planning Advisory Committee

Shirley Wilson, secretary

SJW:att

MINUTES
Faculty Advisory Council
April 4, 1983

Present: Fred Andrews, Mike Ellis, Carolin Keutzer, Barry Siegel,
Sandy Tepfer, Don Tull, Shirley Wilson

Shirley convened the meeting at 2:35 p.m.

MINUTES of the March 28 meeting were approved as corrected: page 1,
paragraph 2, second line - strike "verbal;" page 1, last paragraph,
fourth line - change "economic" to "strategic."

ANNOUNCEMENTS. The council meetings of April 11 and 25 will be held
in the Graduate School conference room. Aaron has reserved Room 167
and six other rooms for the Faculty Forum on May 18.

UNDERGRADUATE EDUCATION. The council's subcommittee distributed a
brief report for discussion. No final conclusion was reached and the
council would like to discuss the report at a future date.

SYSTEM-WIDE DUPLICATION OF PROGRAMS. Larry Pierce joined the council
at 3:00 p.m. He gave a brief summary of the budgetary considerations
at the board and state level with regard to higher education in
general and the university in particular. For reasons that appear to
be sound, the Chancellor is not disposed to close any of the existing
state universities or colleges. Such closures would appear to create
many problems and solve few of the monetary problems which we are now
experiencing. The underlying problem of funding for higher education
rests with the legislature, but Larry feels that until the people of
the state have a significant change of heart, this source of
underfunding will not get better. There is attention at the board
level to developing a new model which will address some of the current
inequities that exist on funding levels among the institutions.
Because Larry feels that there is not much political support in the
state for a prestigious AAU university in Oregon, his suggestion is
that the primary solution to our funding problems lies in our
recruiting and retention efforts. We must increase and stabilize our
enrollment.

BALANCED UNIVERSITY. The council began to discuss the "balanced
university" concept but decided to defer the discussion to a later
date.

BERDAHL MEMO. After a brief discussion the council reaffirmed its
support of the provost's position in this matter but did agree that
they would like Aaron to talk with the provost about item #4 in the
memo which appears to discriminate against faculty who are on 600-hour
appointments.

AGENDA:

- Undergraduate education
- A balanced university
- Faculty Forum plans
- Overlap between Curriculum Committee and Academic Planning
Advisory Committee

Shirley Wilson, secretary

SJW:att

MINUTES
Faculty Advisory Council
April 11, 1983

Present: Fred Andrews, Mike Ellis, Carolin Keutzer, Aaron Novick, Barry Siegel, Sandy Tepfer, Don Tull, Shirley Wilson

Aaron convened the meeting at 2:37 p.m.

MINUTES. Carolin noted that quotation marks go inside a semi-colon. With this significant correction, the minutes of the April 4 meeting were approved.

BERDAHL MEMO. Aaron reported that the problem of faculty on 600 hours had been resolved.

ACADEMIC PLANNING ADVISORY COMMITTEE. It was noted that the APAC does not have a representative of the humanities nor is there a woman or an ethnic minority person among the membership. The council is concerned and Aaron will have an informal visit with Jerry Bogen who is the Senate's appointee to the committee to see if a change might be made.

UNDERGRADUATE EDUCATION COMMITTEE. After a brief discussion, the council agreed that the report of the subcommittee on undergraduate education should be forwarded to President Olum. They also agreed that the committee called for in the report should work in conjunction with the Curriculum Committee and the Academic Planning Advisory Committee.

GOVERNANCE COMMITTEE REPORT. Sandy distributed the Faculty Governance Committee report. The council will discuss the report at its next meeting and will invite the full committee to meet with the council on April 25.

Carolin offered to draft the Faculty Form invitation to the faculty which will accompany the Academic Governance Committee report. It was also agreed that council members would chair the small groups at the forum and that Governance Committee members would serve as consultants to each of the small groups.

ADVISORY COUNCIL INTERIM REPORT. Shirley reported that the interim report was not distributed as agreed upon by Keith Richards. For some reason the report was not attached to the last two mailings that went out to the faculty. The council agreed that it still wished the report to be distributed to faculty, and Shirley will see that it is sent out immediately.

A BALANCED UNIVERSITY. The council discussed briefly what was meant by "a balanced university" and commented on a report on student credit hours and faculty FTE distributed by Barry Siegel. The council agreed to discuss the report and continue the discussion of a balanced university at its next meeting.

The president and provost joined the meeting at 3:35 p.m.

TASK FORCE ON FACULTY GOVERNANCE. The president suggested that it would be wise to share the contents of the report with ASUO President C. J. Balfe. The council agreed that students should be invited to

the forum to discuss issues raised by the governance plan. Carolin will include an invitation to the students in her letter about the Faculty Forum.

The president reported that he now has a student advisory council which meets with him and the provost once a month.

BUDGET. The president told the council that he had been entirely focused on budget issues and that things did not look very good for the next biennium. There was a brief discussion of the Dan Weill document and the president reported on some of his recent conversations with the chancellor about funding for the university. In commenting on the Dan Weill document, the president said that of all the important comparisons the most important one was that the University of Oregon is last among the 22 AAU public institutions in state funding. The average state funding of the other 21 institutions is more than double that of the University of Oregon. If we were to compete on state dollars with the other 21 it would mean another \$30 million a year for our budget. The provost commented that the student credit hour and FTE allocation report which was handed out earlier in the meeting was not a sufficient definition of faculty workload. The council agreed but said that it was one index of change among many others.

ACADEMIC PLANNING ADVISORY COMMITTEE. It was noted that there were no women or minorities and no one from the humanities on the Academic Planning Advisory Committee. After a short discussion it was agreed that it was not possible to have all interests of the faculty represented on the committee and that, in time, perhaps a better balance interests could be achieved.

GENERAL ANNOUNCEMENTS. The president said that search courses were being examined and reviewed by Paul Holbo. The position announcement for Vice President for University Relations is now out and has a June 1st deadline for application.

The president and Aaron will not be here for next week's meeting.

AGENDA:

- Student credit hour and FTE allocation comparison (Tattersall report)
- Governance and forum plans
- A balanced university
- Undergraduate Education Committee

Shirley Wilson, secretary

SJW:att

MINUTES
Faculty Advisory Council
April 25, 1983

Present: Fred Andrews, Mike Ellis, Carolin Keutzer, Aaron Novick, Barry Siegel, Sandy Tepfer, Don Tull, Shirley Wilson

Aaron convened the meeting at 2:50 p.m. after the members were able to overcome a serious disagreement as to the place of the meeting.

MINUTES. Minutes of the April 18 meeting were approved with the following correction: page 1, Faculty Governance, item II.A. should be II.B.

MATTERS OF INFORMATION. Aaron announced that the semester system was defeated by the Board of Higher Education by a tie vote of 5 to 5.

Barry reported that he had requested that the council review the pamphlet designed for student recruitment before it is reprinted. He also requested that the council have an opportunity to review the proposed content of video tapes being made for recruitment purposes. Barbara Edwards, the Acting Vice President for Public Services, has agreed.

ALLOCATION OF RESOURCES. The council agreed that the discussions we have been having under the heading "Balanced University" might be more appropriately titled "Allocation of Resources." A definition of workload consumed a considerable amount of discussion and brought out the following: relying on statistics from other universities can be misleading but market factors must be considered; any equation for teaching load must concern itself with research activity, graduate teaching activity, and undergraduate teaching activity; it is very difficult to establish norms for teaching loads; we can't ask our faculty to teach nine hours each term and expect to attract a quality teaching staff who are also interested in research; there ought to be some overview and corrective action by the provost for people not doing research; during a time of retrenchment we need to be sure that the right people are retrenched; the reward system should reflect pay for good teaching and good service to the university; the relationship of indirect cost credits must be considered; there must be a way to establish a norm across the university and then adjust this norm for each faculty member within departments according to the demands of the discipline; the council would like to be in a position to give more precise advice to the president and provost about how to address this problem; the council hopes that post-tenure review provides effective evaluation of faculty and their contribution to the general mission of the university.

The president, the provost and the task force on faculty governance joined the council at 3:35 p.m. (Task force: Jim Lemert, Mary Rothbart, Kappy Eaton, Jerry Bogen)

FACULTY GOVERNANCE. Action was taken on the April 21, 1983, task force memo as follows: 1. no change; 2. rewrite to say something like "the faculty as represented through the University Assembly;" 3. no change; 4. no change; 5. no change; 6. no change; 7. no change; 8. no change (on the Draft V document, page 9, II.G.3. replace "specific functions" with "other"); 9. no change; 10. no change; 11. at the end of line 5 add "at which time a majority vote of the Senate will be required."

Under "Other Comments," number 2 should be reworded, but the message should remain unchanged.

The April 22nd memo was reviewed and the following change suggested: I.A.6. "all 18 members of the Student University Affairs Board."

Section I.D.1. of the original draft document was discussed and the committee will rewrite. The problem is the relationship of the University Assembly to the President and State Board of Higher Education.

The president was concerned that students have ample opportunity to review and react to the governance document. He believed that they would be in favor of all provisions in the document except for the restriction on student membership. The committee commented that the number of students provided for in the current draft is typical on other campuses with strong senates. The committee also felt that a larger representation of students on the senate would have meant defeat of the total document by the faculty. It was tentatively agreed that the vote on the governance document should be taken in November of 1983, providing more time for students to make their case.

Council members will use the April 11 memo as a discussion guide for the faculty forum. The discussion leaders should determine from their small groups what the major points of difference and agreement are. We may want to take a straw vote when the plenary session is reconvened after the small groups.

The governance committee will meet after the forum and review all suggestions. They will then write their notices of motion, and perhaps a briefing paper on the results of the forum should be written by the advisory council, with the help of the committee.

The Faculty Governance Committee left the meeting.

STATE BOARD MEETING. The president updated the council on the semester system vote, the discussions on budget, and the status of the funding formula.

The president also announced that he was making every effort to keep communication open and strong with our federal

representatives. He said that it looked as if the legislative bill would pass which would give the university control of the whole south slough at Charleston. It's possible that we might get some federal support for what we want to do with the slough.

The president also expressed his concern about the complex issues that were coming before the next faculty meeting. The matter was discussed but no one seems to have a solution.

ATHLETIC DEPARTMENT ADVERTISEMENT. Several council members object to the current ad on radio sponsored by the athletic department. They feel it is in poor taste and asked the president to call someone about it. He agreed (I think).

AGENDA:

Faculty Forum plans
Allocation of Resources
Undergraduate Education Committee

Shirley Wilson, secretary

SJW:att

MINUTES
Faculty Advisory Council
May 2, 1983

Present: Fred Andrews, Mike Ellis, Carolin Keutzer, Aaron Novick, Barry Siegel, Sandy Tepfer, Don Tull, Shirley Wilson

Aaron convened the meeting at 2:43 p.m.

MINUTES. Minutes of the April 25 meeting, paragraph 6: It seemed to be agreed that "balanced university" is still the preferred title over "allocation of resources."

Barry gave a brief report on the deliberations of the Budget Committee, and Don reported on the latest Academic Planning Advisory Committee meeting.

FACULTY SALARIES. Barry reported that the state AAUP chapter will be taking action to help protect the 4% salary increase proposed for faculty in the next biennium.

Several council members expressed concern for the short amount of time that was allowed to deal with merit/equity salary increases for the coming year. It was also noted that a clear definition of what is meant by merit and equity still has not been articulated and distributed to deans and department heads.

FACULTY FORUM. Aaron announced that the Task Force on Faculty Governance will prepare specific questions to be addressed in the small groups after the plenary session. Council members will chair the small groups, with committee members serving as recorders. Carolin agreed to take the responsibility for setting up a system to divide the audience into six small groups. The council agreed that thank-you letters to committee members with carbon copies to department heads and deans were in order.

BALANCED UNIVERSITY. Don moved and Mike seconded that we define lack of balance as: 1) quality imbalance across departments, 2) teaching/research imbalance across departments, or 3) workload/resource imbalance across departments. The council expressed its desire to inquire into the origins of the imbalances and what can be done about them. It was felt that it is within our role as an advisory group to address such an issue. The notion of quality and its imbalance may have been adaptive for the university's health at one time. The council's desire is to look at whether that imbalance is still desirable and, if not, what might be done about it. The motion was passed unanimously. During further discussion it came out that faculty teach from four to nine courses per year as "normal loads." The problem of how to measure the three parts of the definition of imbalance was discussed. One way would be to take those departments that are below the average on some national scale and determine the reasons that they are rated below the national average and what could or should be done about it. The

President Olum and Provost Hill joined the council at 3:35 p.m.

Provost Hill distributed the following documents: Departmental Cost per Student Credit Hour, Kansas Expenditure Study, Cost Effectiveness Study (University of Oregon), results of a survey on salaries of those faculty who have left the university for other institutions.

ACADEMIC GOVERNANCE COMMITTEE. The president wanted to be sure that the section on the power of the faculty states explicitly that whatever that power is, it be exercised through the Assembly and the Senate. The council agreed. The president was also very concerned that the number of student representatives had been cut so markedly. Sandy said that the committee was open to increasing the number of students and that the forum should give the committee some guidance on this point.

UPCOMING FACULTY MEETING. The president expressed his views and concerns about the issues coming up at the next faculty meeting and asked the advice of the council. The council felt that the president should express his views at the meeting.

PUBLICITY BROCHURE. Shirley distributed the publicity brochure "Excellence at Oregon" and asked the council to review it and bring suggestions for revision to the next meeting. She will transmit them to Barbara Edwards since the brochure is being revised and republished.

BRADY LETTER. Aaron read a letter from Tom Brady expressing concern for the danger of bicycle traffic on sidewalks. The council concurred that this was a serious problem and the letter will be forwarded to the Public Safety Office with a request for some response.

The council will not meet next week since Aaron and the president will be out of town and Don will be interviewing a candidate for the vice presidential position.

AGENDA:

- Faculty Forum plans
- Balanced university
- Undergraduate Education Committee

Shirley Wilson, secretary

SJW:att

MINUTES
Faculty Advisory Council
June 8, 1983

Present: Fred Andrews, Mike Ellis, Carolin Keutzer, Aaron Novick, Barry Siegel, Sandy Tepfer, Don Tull, Shirley Wilson

Aaron convened the meeting at 2:40 p.m.

MINUTES of the May 23 meeting were approved as distributed.

FACULTY GOVERNANCE COMMITTEE. Sandy distributed Draft 8 of the Governance Committee proposal. Notices of motion to adopt the proposal will be made at the November 1983 Assembly meeting.

BALANCED UNIVERSITY. Don suggested that further discussion of "balanced university" issues be delayed until fall because it is possible that the Faculty Advisory Council will become the review body for proposals and actions of the Academic Planning Advisory Committee and the Budget Committee. The council agreed.

UNDERGRADUATE EDUCATION. It was agreed that Mike, Carolin, Barry and Shirley would draft a charge for a committee on undergraduate education. The council will suggest composition and names to serve on such a committee. Mike agreed to call the council's sub-group together.

TRANSITION PLANS. New members of the Faculty Advisory Council are: Mike Ellis, Mavis Mate, Glen Love and John Moseley. Aaron will contact members of the new council and arrange for a joint meeting within the next two weeks.

THE UNIVERSITY'S STATUS AND PRESTIGE WITHIN THE STATE. There was a general discussion of the difficulty of bringing about understanding and support for the university and its mission within the state. It seems that Portland dominates the thinking of higher education and this inevitably leads to an emphasis on the resources and needs of Portland State University. It was suggested that we need to have systematic meetings with key people within the state to help change this condition. It was further suggested that the FAC should offer to help coordinate such an effort to bring key people within the state together with our faculty and administrators on a regular basis. Charlene Curry is the logical person to orchestrate such an effort. It was felt that if we don't take some positive step in this matter, that Portland will continue to dominate the politics of higher education.

CONTROVERSIAL SPEAKERS ON CAMPUS. Council members expressed concern that we have good policies and procedures for handling crowd conduct when controversial speakers appear on campus. Some institutions have recently experienced difficulty in this matter and we should consider this as an early warning to us. The university has a tradition of openness to controversial ideas and this should be protected. It was felt that mechanisms should be in place to control "shout down" behavior on the part of crowds who may disagree strongly with thoughts being

expressed by campus speakers. Barry indicated that there were good suggestions in a publication called Measure that might be used to evaluate our current policies.

President Olum joined the meeting at 3:20 p.m.

ACCESS TO PROSPECTIVE DONORS (PROSPECT CLEARANCE PROCEDURES). The council endorsed the revised copy of the document "Access to Prospective Donors" prepared by Barbara Edwards.

FACULTY SALARY INFORMATION. Barry distributed a table which includes salary data comparing Oregon public institutions to other institutions in the United States.

TUITION INCENTIVES TO NEW STUDENTS. The president explained that the legislature had allocated some money for out-of-state tuition incentives for new undergraduates. He also announced that a number of dormitory scholarships would also be made available to prospective students. The council discussed with the president the criteria which will be used to award these prospective student incentives.

R.O.T.C. The president clarified that he has not appointed a committee to study the R.O.T.C. issue on campus and that he would do so only if there are facts in dispute. Since the faculty has voted on the university policy with regard to R.O.T.C., the charge to such a committee would have to be very precise and clear. Paul will determine whether those interested in pursuing the issue feel that there are facts still in dispute.

CONTROVERSIAL SPEAKERS. It was agreed that procedures for handling potentially troublesome audiences when controversial speakers are on campus would be reviewed and presented to the council. Shirley took responsibility for presenting such a review.

UNIVERSITY STATUS AND PRESTIGE WITHIN THE STATE. The council reviewed with the president the concerns expressed earlier in the meeting. The president agreed that there was a problem and cited the Portland City Club report as an example. There was further discussion of launching a systematic campaign to change the direction articulated in the Portland City Club report, but no definitive decisions were made.

BUDGET. The president discussed the gravity of the budget situation if there is not some significant change in the funding formula or allocation of money from the legislature to higher education in general.

AGENDA:

- Transition to the New Council and Election of Officers
- Balanced University
- Undergraduate Education
- Crowd Control Procedures for Controversial Campus Speakers

SJW:att

MINUTES

Faculty Advisory Council
June 20, 1983

Present: Fred Andrews, Mike Ellis, Carolin Keutzer, Aaron Novick, Barry Siegel, Sandy Tepfer, Don Tull, Shirley Wilson, Lloyd Lovell, Mavis Mate

Aaron convened the meeting of old and new Councils at 4:00 p.m.

MINUTES of the June 8, 1983 meeting were corrected as follows:

prgph 1) Line 2. "Notices of motion to consider the proposal at the November 1983 Assembly meeting were made at the June Assembly meeting".

FAC BUDGET. Shirley reported that there was a year-end balance of \$605.71 in the Council's budget (50-050-800).

CONTROVERSIAL SPEAKERS. Shirley gave a brief review of the established procedures for handling campus emergencies or disruptions. It was suggested that among those on the "consultation" list to advise the President should be key students within the student government structure. Shirley will follow up.

UNDERGRADUATE EDUCATION. The Council reviewed the draft of a letter prepared by the sub-committee. After several changes were made, the draft was approved by the combined Council and will be sent to President Olum.

FUNCTION OF THE FACULTY ADVISORY COUNCIL. There was a general discussion of the role and function of the Council. Its central purpose is to convey faculty views to the President and Provost and to act as a sounding board for the President and the Provost to discuss matters of concern to them.

FACULTY GOVERNANCE. Sandy requested that the new Council give its support to the Governance Committee as it completes its mission next fall.

Aaron adjourned the joint Council meeting at 4:50 p.m.

Aaron convened the meeting of the 1983-84 Council at 4:51 p.m. Shirley Wilson was elected Chairperson of the Council and Glenn Love was elected Vice-Chairperson. It was agreed that the secretarial responsibilities will be rotated among the Council members.

The next meeting of the Council will be Monday, June 27, 1983 at 1:00 p.m. in the Johnson Hall Conference Room (Unless Shirley notifies members to the contrary).

CONTINUING AGENDA ITEMS:

Crowd Control Procedures per Controversial Campus Speakers
Undergraduate Education
Balanced University

MINUTES
Faculty Advisory Council
June 20, 1983

Present: Fred Andrews, Mike Ellis, Carolin Keutzer, Aaron Novick, Barry Siegel, Sandy Tepfer, Don Tull, Shirley Wilson, Glenn Love, Mavis Mate

Aaron convened the meeting of old and new Councils at 4:00 p.m.

MINUTES of the June 8, 1983 meeting were corrected as follows:

prgph 1) Line 2. "Notices of motion to consider the proposal at the November 1983 Assembly meeting were made at the June Assembly meeting".

FAC BUDGET. Shirley reported that there was a year-end balance of \$605.71 in the Council's budget (50-050-800).

CONTROVERSIAL SPEAKERS. Shirley gave a brief review of the established procedures for handling campus emergencies or disruptions. It was suggested that among those on the "consultation" list to advise the President should be key students within the student government structure. Shirley will follow up.

UNDERGRADUATE EDUCATION. The Council reviewed the draft of a letter prepared by the sub-committee. After several changes were made, the draft was approved by the combined Council and will be sent to President Olum.

FUNCTION OF THE FACULTY ADVISORY COUNCIL. There was a general discussion of the role and function of the Council. Its central purpose is to convey faculty views to the President and Provost and to act as a sounding board for the President and the Provost to discuss matters of concern to them.

FACULTY GOVERNANCE. Sandy requested that the new Council give its support to the Governance Committee as it completes its mission next fall.

Aaron adjourned the joint Council meeting at 4:50 p.m.

Aaron convened the meeting of the 1983-84 Council at 4:51 p.m. Shirley Wilson was elected Chairperson of the Council and Glenn Love was elected Vice-Chairperson. It was agreed that the secretarial responsibilities will be rotated among the Council members.

The next meeting of the Council will be Monday, June 27, 1983 at 1:00 p.m. in the Johnson Hall Conference Room (Unless Shirley notifies members to the contrary), . .

CONTINUING AGENDA ITEMS:

Crowd Control Procedures per Controversial Campus Speakers
Undergraduate Education
Balanced University

SJW:lb