

Advisory Council Meeting
3:30 p.m., January 8, 1975

Present: President Clark and
Bartel, Duncan, Ford, Platt, Zaninovich

1. President Clark handed the Council a report on comparing budgetary support for certain parts of the university. Miss Ford agreed to analyze the report and discuss it at the next meeting of the Council.
2. President Clark discussed with the Council the various possibilities for financing a modest program of centennial activities on the campus next year. The Council agreed with him that no existing programs should be cut to support centennial events.
3. President Clark reported that he has been asked to serve on the board of the American Institute for Public Service and that he would appreciate suggestions from the Council for awards in the five categories of the Institute.
 - a. Greatest Public Service by an Elected or Appointed Official
 - b. Greatest Public Service by a Private Citizen
 - c. Greatest Public Service by an American 35 Years of Age or Under
 - d. Greatest Public Service by an Individual Benefiting the Disadvantaged
 - e. Greatest Public Service by an Individual Benefiting Her Local Community
4. Mr. Bartel asked whether the new HEW memo on affirmative action printed in the December 23, 1974 issue of The Chronicle of Higher Education might require a modification of the U of O policy. President Clark agreed to discuss the matter with Provost Alpert.
5. President Clark reported on the hearings held by Governor-elect Straub on the budget requests of the state agencies and described the present status of the budget request of the Oregon State System of Higher Education.
6. President Clark read a brief statement he was prepared to release concerning latest developments in the lettuce boycott.
7. President Clark reported that he had authorized the search for an Associate Dean of Education under very special conditions.

Roland Bartel
Pinch-hitting for K. S. Ghent

RB/kn

cc: H. Alpert

Advisory Council Meeting
1 p.m., January 16, 1975

Present: Bartel, Ford, Platt, Ghent

1. Mr. Bartel received unanimous consent to recommend to the Chancellor that President Clark be granted emeritus status on July 1, 1975.
2. Phyllis Ford agreed to represent the Council on the Ersted Committee.
3. Mr. Bartel reported that Mr. Malarkey had been freed from teaching duties this term so that he could help to explain to legislators the financial needs of the University. Because consideration is being given to assigning a second faculty member to this task, the Council discussed briefly a number of possible candidates to recommend to the president.
4. Mr. Bartel reported briefly on information which he had gathered concerning the possibility of the faculty honoring President Clark at a pre-retirement party. He will refer this to Mr. Duncan for consideration.
5. Mr. Bartel will circulate to Council members a letter from Mr. Liberty relating to ASUO plans for faculty tenure and promotion review.
6. Phyllis Ford reported briefly on the problem of inequities in the Service and Supplies budget and agreed to discuss them with Mr. Alpert.

Kenneth S. Ghent
Secretary, Advisory Council

Advisory Council Meeting
1:30 p.m. January 16, 1975

Present: Bartel, Ford, Platt, Ghent and President Clark

1. President Clark announced that the recommendations concerning energy savings were distributed to the Council for its information--but that if the Council wished to do so it could make comments on this matter to Vice President Hawk.
2. Mr. Bartel stated that if we make the additional cuts that are being considered in the Service and Supplies budgets, it will definitely reduce the quality of education in some departments. He urged that the University look very hard to find the money elsewhere. The President reported that he had informed the Chancellor of the University's plight and requested help.
3. The President commended the Register-Guard story concerning the reactions of Professor Lindholm and Professor Siegel to the speech of President Ford.
4. There was brief discussion of possible choices of a faculty member to work with Professor Malarkey at the legislature.
5. President Clark described the schedule planned for President Boyd for his visit to the legislature when he next visits Oregon.

Kenneth S. Ghent
Secretary, Advisory Council

KSG/kn

cc: H. Alpert

Advisory Council Meeting
1 p.m., 23 January 1975

Present: Bartel, Duncan, Ford, Platt, Ghent

1. As replacement for Royce Saltzman on the Committee on Committees, the Council agreed to nominate Norman Sundberg with Marion Donnelly as first alternate and Paul Swadener as second alternate.
2. Because the President can no longer meet with the Council on Thursdays, it was tentatively suggested that the meeting time be changed to 2:30 p.m. on Mondays, beginning on February 3.
3. Phyllis Ford reported that she is still awaiting further data on student credit hours and service and supplies budgets for the various departments.
4. Mr. Bartel reported that he had met last week with the Budget Committee. In the face of a deteriorating financial situation, consideration is being given to ways to make the summer session self-supporting to avoid the need for subsidizing it from regular session funds. It was agreed that the President should be asked for information on how policy and operating decisions are made about summer session. Comments were made concerning low academic standards, salary inequities, lack of admission standards and the need for a hard look at the summer session operation.

After the meeting with the President, the Council remained in session to discuss briefly the following items:

5. The desirability of faculty recognition for President Clark before he retires.
6. Mr. Duncan agreed to draft a statement relating to the measures proposed by Mr. Babcock concerning energy conservation.
7. Mr. Ghent agreed to confer with Mr. Wattles about the faculty legislation which established the present grading system and to inquire about review of the system.

Kenneth S. Ghent
Secretary, Advisory Council

KSG/kn

Advisory Council Meeting
1:30 p.m., 23 January 1975

Present: Bartel, Duncan, Ford, Platt and Ghent with President Clark

1. The Council discussed with the President the need for the summer session to become fully self-supporting. It was suggested that it might be useful to have a review of all summer session operations by the State System. The President said that if a review is desired, he would recommend that the University of Oregon initiate its own review of its summer program, with the reservation that President Boyd should be involved in any recommendations arising from such a review. The President agreed to find out (1) if there is a summer session advisory committee to make policy and operating decisions and (2) what was the disposition of the Malarkey report concerning summer session.
2. The President agreed that Monday at 2:30 on February 3 appeared to be a possible meeting time.
3. The President mentioned the possibility of a 5% salary adjustment for the faculty on February 1, 1975. The consensus appeared to be that the entire sum should be used as a cost of living adjustment on an across the board basis on the same percentage basis for all.
4. The President agreed to arrange for Marshall Wattles and Paul Civin to meet with the Council to discuss the proposed faculty salary plan, in view of the review now being conducted by the Wattles Committee. The plan envisages each individual entering into the salary schedule at a step on the scale consistent with his qualifications and at a salary determined for his field from salaries at comparable institutions. Although the schedule may be controversial because it appears unfavorable to the humanities, it has built-in corrective factors such as the top salary for each rank.
5. The President reported on the hearing received by the University delegation to the Denver NCATE meeting.
6. The President reported on favorable recognition given within the State System and within the American Association of Universities to work of Vice President Bogen.
7. It was suggested that the Centennial emblem might be improved by substituting green for black.
8. The President reported that at the State Board meeting the Chancellor indicated that he will press for more funds for program improvement, for equipment, and to meet inflationary costs than is presently contemplated in the Governor's budget. Moreover, he will continue to recommend funds in this budget to improve the Music School's facilities.

Kenneth S. Ghent
Secretary, Advisory Council

cc: H. Alpert

Faculty Advisory Council Meeting
3:30 p.m. February 3, 1975

Present: Bartel, Duncan, Ford, Zaninovich, Ghent
and Civin, Wattles and briefly, President Clark

1. Mr. Wattles distributed copies of the Salary Plan which had been reviewed by the 1973-74 Council of Deans and Advisory Council and which had been approved by President Clark and forwarded to the State Board's officers. Mr. Wattles also distributed copies of proposed "Procedures for establishing entry levels in the Salary Schedule." The latter document has been prepared by the Ad Hoc Committee chaired by Mr. Wattles to establish procedures for implementing the salary plan. Each of the first three pages has already been forwarded by the Committee to President Clark--the fourth page soon to be sent.

In response to questions it was pointed out (1) that the normal entry level averages are based on salaries at AAU universities comparable to the University of Oregon so that the University's identity is respected; (2) that the proposed salary plan provides for regular progression up the salary scale for a faculty member who meets appropriate conditions. Thus the salary plan attempts to bring rationality into salary adjustments. (3) Whether or not an individual will progress in salary on an annual basis will depend on performance; (4) the 16 steps shown in the scale were chosen to be sufficient to cover the existing salary differentials; (5) post-tenure review will be an important part of the program, particularly for a group of at most 15% of the faculty "who might not warrant advancement or placement beyond the sixth step..."; (6) merit recognition will still be an important consideration, leading in some cases to overscale salary; (7) the Committee proposes that cost of living salary adjustment funds be distributed on the same percentage basis to all faculty members to try to maintain the value of each individual salary. (8) Overscale faculty members may constitute 5% to 10% of the faculty with periodic review scheduled for overscale status.

Next Meeting: 2:30 p.m. Monday, February 10.

Kenneth S. Ghent, Secretary
Faculty Advisory Council

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KSG/kn

cc: H. Alpert

Advisory Council Meeting

3:40 p.m. February 10, 1975

All members of the Council were present

1. Mr. Bartel agreed to suggest that henceforth the Council should meet at 2:30 p.m. on Mondays with the President joining the meeting at 3:30.
2. Mr. Bartel read a brief letter in which the President expressed his appreciation for the Council's suggestion to the Chancellor that he be designated as President-emeritus after his retirement on June 30, 1975.
3. It was agreed to ask Mr. Starlin to plan a suitable faculty event to honor the President as he approaches retirement.
4. It was agreed that Mr. Bartel and Mr. Deutsch should examine critically the documents which outline the role of the Council in University academic planning and report to the Council.
5. Mr. Bartel reported that there is some confusion about the Malarkey 1973 report on the Summer Session. However, Jacqueline Brockway will try to assemble a statement concerning this.
6. Phyllis Ford distributed copies of the Comparison of Beginning Budgets for the last two bienniums as presented to the Council of Deans. She also distributed a report she had assembled on Comparison of Student Credit Hours, Classified Staff, and S and S budgets for various schools and departments of the University. The Council is to study the data and defer questions until the next meeting.

However, two questions were raised: (a) Is it reasonable for a department or school of the University to have a staff member described as a public relations officer? (b) What role should the Council have in making decisions on equity of resource distribution between departments in the area of budget for services and supplies and classified staff? Does the Council have a role in advising on such budgetary allotments? Mr. Civin was reported to be making a study of budgetary allocations at other universities for these items.

7. Back to the Salary Plan. It was agreed to ask President Clark about the extent to which President-elect Boyd had been informed or involved in discussion of the plan. It was also agreed to inquire about what are the channels of communication between the Council and the President-designate. It was also agreed that it should be made clear that the Council assumes that it will be consulted again before the decision about implementing the plan is made. Mr. Duncan agreed to bring the Council further information about the history and status of the plan.
8. It was agreed that the Council needs clarification of the policy concerning consultation of the Council in regard to establishing new institutes or accepting major grants at the University.

The next meeting of the Council is scheduled for 2:30 p.m. February 17.

Kenneth S. Ghent
Secretary, Advisory Council

Advisory Council Meeting
1:30 p.m., February 13, 1975

Present: Bartel, Deutsch, Duncan, Ford, Platt, Ghent
and Vice President Alpert

1. Vice President Alpert met with the Council to discuss his recommendations for Allocation of Academic Positions for 1975-76. He pointed out that many constraints (including the following ones) influenced the recommendations:
 - a. Definite budget figures are not available. The budget prepared by the Governor was announced on January 12.
 - b. Late recruiting makes it very difficult to recruit the highest quality individuals. Hence it is necessary to make recommendations as early as possible, even though based on incomplete budget information.
 - c. The University's commitment to affirmative action slows the recruiting process.
 - d. The University is still trying to absorb some of the reductions resulting from HPUP recommendations for effecting a \$1.6 million budget reduction.
 - e. Intra-disciplinary comparisons with comparable AAU institutions rather than comparisons with other departments within the University should be used. The Moyer and subsequent studies have confirmed that the variations in salary and work loads in University departments are similar to those at comparable institutions.
 - f. Significant changes in student enrollment in courses in one department sometimes occur unexpectedly (e.g. biology).
 - g. It has been a policy to avoid giving terminal notice to a tenured faculty member.
 - h. Attention must be given to preserving accreditation of a school or department.
 - i. At a time when there is no expansion of the faculty size it is difficult to make progress in reaching affirmative action goals without using many visiting appointments.
 - j. The staffing plan with its implied limits on percentage of tenured faculty imposes restraints.
 - k. The threat of underrealization of budgeted enrollment for Fall 1975 must be considered.
 - l. The number of faculty members on one year visiting appointments should be kept as low as possible for reasons of faculty morale.

2. Vice President Alpert discussed briefly the actual recommendations in the document which he distributed. He requested that the Council consider these recommendations and report to the President. He offered to discuss them further with the Council if desired.

Next Meeting: 2:30 February 17.

Kenneth S. Ghent, Secretary
Advisory Council

KSC/kn

cc: H. Alpert

Advisory Council Meeting
2:30 p.m. February 10, 1975

Present: All members of the Council and President Clark

1. The Faculty Salary Plan:

- (a) President Clark reported that if the University proceeds with the proposed plan it must do so with the normal funds allocated for salary improvement because there has been no indication that any request will be made by the State Board for additional funds to initiate an incremental salary plan.
- (b) Although the President believes that a well-defined salary step system should be reassuring and morale building for the faculty, he referred to the delicate problem of presenting the details so that the plan could be clearly understood.
- (c) A Council member has reservations about instituting the plan this year because it appears that the probable salary raises provided by the Governor's budget are insufficient to keep up with inflation. An additional would be desirable at the time of adoption of the plan.
- (d) Uncertainty over collective bargaining increases the difficulty of communicating with the faculty.
- (e) The plan won't mean much to an individual until he learns how the plan is likely to affect him. It would be helpful to know what the bottom of the scale would be so that the individual can estimate where he is on the scale.
- (f) The real question is should the University distribute the available funds by a plan or on a more individual case by case basis as in the past? At present our principal concession to a salary schedule is to see that no one receives a salary below the bottom step for his rank. To institute the plan effectively there needs to be a guarantee by the Board of funding by increments. But lacking such a guarantee it may still be possible to effect more equitable distribution of available funds through the plan.
- (g) It was suggested that it is premature to try to decide whether or not to put the plan into effect. Until the Wattles Committee suggests a reasonably defensible policy for phasing in the plan, the decision should wait.
- (h) The size of the increment would depend each year on total funds available and on how much is held out for promotion, removal of inequities, and overscale salaries. Furthermore, cost-of-living adjustments would be involved.
- (i) Would the first claim on money be to remove inequities? Actually, the first claim on money available would be decided annually by appropriate individuals.

2. Program Improvement:

The University's hope for \$525,000 for program improvement has been trimmed to \$345,000. It was agreed that Mr. Starlin should come to the Council Meeting to discuss how this money should be used.

3. The President asked the Council to consider the possible need for a University policy relating to surveys of students and prospective students. President Clark then left the meeting and Mr. Starlin joined the meeting.
4. After Mr. Starlin assured the Council that the suggested listing, in order of preference, of uses for program improvement funds had been fully discussed with last year's Advisory Council the Council gave its immediate endorsement to Mr. Starlin's listing. He then left the meeting.

Kenneth S. Ghent
Secretary, Advisory Council

KSG:mar

cc: President R. D. Clark
Vice President Harry Alpert

Advisory Council Meeting
2:30 p.m., 17 February 1975

Present: Bartel, Deutsch, Ford, Platt, Ghent

1. Mr. Bartel read a letter from Mr. Duncan outlining the chronology of the faculty salary plan.
2. Mr. Bartel read an incomplete first draft of a statement which he and Mr. Deutsch are preparing concerning the role of the Council in academic planning.
3. Members of the Council discussed Vice President Alpert's draft of recommendations for Allocation of Academic Positions for 1975-76 and indicated the need for more justification of the recommendations on the basis of the staffing plan and other considerations. To make intelligent decisions the Council believes that it needs more data. It also believes that there should be a definite review schedule indicating the stage at which the Council would be asked to consider the recommendations.

Kenneth S. Ghent
Secretary, Advisory Council

KSG/kn

Advisory Council Meeting
3:30 p.m., 17 February 1975

Present: Bartel, Deutsch, Ford, Platt, Ghent
and President Clark

1. The President stated that he was not yet prepared to comment in detail on Vice President Alpert's recommendation for Allocation of Faculty Positions for 1975-76. He is expecting a report from Paul Civin which will analyze these recommendations in the light of the faculty staffing plan and work load data. He is also awaiting a report from Ralph Sunderland which will update and extend the data on student-credit hours. He pointed out that enrollment projections were not available to Mr. Alpert when he prepared his recommendations.

A Council member commented that the Council lacked information on the alternatives which Mr. Alpert considered. It was also stated that the Council needed more complete data on faculty losses due to resignation and retirement and data on tenured faculty.

The President indicated that more time was needed to study the recommendations.

2. It is expected that Mr. Civin, Mr. Sunderland and Mr. Alpert will be invited to attend the next Council meeting scheduled for 1:30 p.m. on Thursday, February 27.
3. The President suggested that the Council check with Mr. Alpert or Mr. Novick to find out what the general policy is concerning which proposals for accepting grants or for establishing new institutes or programs should be reviewed by the Council.
4. The President reported that the Chancellor is encouraged by the reception by legislators of the State System's budget.
5. The President reported that the University has been granted through the legislature funds to employ eleven Civil Service staff members on short-term appointments in the CETA program to provide employment.

Kenneth S. Ghent
Secretary, Advisory Council

KSG/kn
cc: H. Alpert

Advisory Council Meeting
1:30 p.m. February 27, 1975

Present: Bartel, Deutsch, Duncan, Platt, Ghent
and President Clark, Vice President Alpert, Dean Lallas, Professor Civin
and Budget Officer Ralph Sunderland

1. President Clark called attention to his February 24 statement which was intended to accompany the release of the statistical data prepared by Ralph Sunderland.
2. The possibility that the University might fail to meet its budgeted FTE enrollment for Fall term 1975 was discussed. It was suggested that department heads should be alerted to this so that they could attempt to schedule the most appropriate courses and sections to meet student interests and thus minimize the tendency for many undergraduates to register for less than 15 credits. It was pointed out that this should come to the attention of department heads soon, but that the timing and nature of the statement would be critical.
3. The President stated that in the future it would be desirable for statistical material, such as Mr. Sunderland has prepared, to be ready for distribution by December 15 to make possible more involvement of the Council in the decisions relating to allocation of new faculty positions.
4. Mr. Civin explained briefly how he had used data from 20 public AAU schools to develop models for the University for judging appropriateness of student credit hours, student-teacher ratio, salaries and various aspects of faculty load in University of Oregon schools and departments. He is thus able to draw such conclusions as (a) the University appears to be producing approximately 17% more student credit hours than predictable for a faculty of its size or 18% more SCH based on five selected comparable departments in other universities designated by the particular University of Oregon department. Consideration of the most recent three regular terms gives 10% more SCH.
5. Mr. Alpert explained that his February 14 memo revising the February 10 draft of allocations of new positions was made because of concern about the effect of the allocations on the staffing plan and because of budgetary uncertainties.

A few specific items in the Alpert draft were discussed. Thus, for example, the "hunting license" in Psychology is intended to be valid only in seeking one specified individual.

It was again emphasized that if the Council is to have a significant role in the allocation of positions then, to avoid undersirable delays in the process, the Council should be brought into the process in the Fall term.

Kenneth S. Ghent
Secretary, Advisory Council

cc: H. Alpert

Advisory Council Meeting
3:30 p.m. 27 February 1975

Present: Bartel, Deutsch, Duncan, Platt, Ghent

1. The first item to be discussed at the next meeting of the Council is the document prepared by Mr. Deutsch and Mr. Bartel outlining the responsibilities of the Council.
2. Mr. Bartel reported that Mr. Starlin has agreed to organize an informal faculty reception, tentatively planned for June 5 (afternoon) in honor of President Clark.
3. Mr. Bartel reported the receipt of a letter from Mr. Andrews concerning staffing problems in Mathematics.
4. Mr. Bartel reported that at the next Council meeting the Council should discuss a request of the President for policy guidance in the matter of endowed university professorships. Mr. Bartel referred the request to Mr. Platt for review.
5. Mr. Bartel will circulate to Council members a copy of an article by President Clark.
6. It was agreed that Dean Novick should be invited to discuss the staffing plan with the Council at its March 10 meeting or at some later meeting.
7. Mr. Duncan expressed dissatisfaction with the grading system. It was reported that the Academic Requirements Committee and the Academic Deficiency Committee are considering a motion to request a broad review of the University grading system. It was also reported that Professor Gilland is chairman of a committee designated by faculty legislation to review the grading system annually for at least five years beginning in June 1971.

(After the meeting it was learned that the President has been asked by ARC and ADC to appoint an ad hoc committee to review the grading system.)

Next Meeting: 2:30 Monday, March 3.

Kenneth S. Ghent
Secretary, Advisory Council

Advisory Council Meeting

2:30 p.m., March 3, 1975

Present: Bartel, Deutsch, Duncan, Platt, Ghent and Glenn Starlin (for item 1 only)

1. Mr. Starlin outlined tentative plans for an informal reception from 3:30 to 5:30 p.m. on June 5 to honor President and Mrs. Clark. The Council approved the plans.
2. Mr. Platt reported that he found the proposed suggestions concerning endowed professorships to be satisfactory.
3. The Council gave approval to a draft prepared by Mr. Bartel and Mr. Deutsch of a document outlining the responsibilities of the Council. Only minor revisions of the document were suggested.
4. It was agreed that Aaron Novick should be invited to meet with the Council on March 10. It would be desirable to have his proposal in writing if he has time to arrange for this.
5. Next meeting: 2:30 p.m., March 10.

Kenneth S. Ghent, Secretary
Advisory Council

Advisory Council Meeting

3:30 p.m., March 3, 1975

Present: Bartel, Deutsch, Duncan, Platt, Ghent and President Clark

1. Mr. Bartel reported the Council's approval of the proposal for endowed chairs and added the suggestion that provision be made in some cases for a visiting professor to hold such a chair or for an individual to be given a limited time appointment to such a chair.
2. Because the President had no formal agenda he mentioned briefly a few topics which might be brought to the Council at some future time.
3. It was agreed that the Council should invite for some future meeting individuals who are concerned with making the State aware of the role, resources and needs of the University.

cc: Harry Alpert

Kenneth S. Ghent, Secretary
Advisory Council

Advisory Council Meeting
2:30 p.m., March 10, 1975

Present: Bartel, Deutsch, Duncan, Ford, Platt, Zaninovich, Ghent

1. Mr. Bartel reported that he had sent a copy of the Statement on the Responsibilities of the Advisory Council to President Clark, Dean Lallas and Vice President Alpert. In due course it is planned that the statement will go to the faculty.
2. In response to President Clark's request the Council discussed the question of whether or not it should advise the President to appoint an ad hoc committee to review the concept and operation of the Student Conduct Code. In the discussion it was pointed out (a) that although the Code may fail to meet some problems it is doubtful if there is a better alternative; (b) that a more general review of University governance was made by an ad hoc committee in 1970-71 with no apparent action resulting from the committee's recommendations; (c) that there seemed to be no urgent reason for a review now; (d) that it would perhaps be best to wait until President-elect Boyd has assumed office and leave him to decide if he believes that such a review is needed (e) that it might be unwise to initiate a review in Spring term; (f) that President Clark had asked for the Council's advice on this matter.

An informal poll resulted in a 5 to 2 recommendation that the Council advise the President not to appoint a committee to review the Conduct Code.

3. Mr. Bartel expressed approval of Mr. Alpert's letter to Deans and Department Heads asking for suggestions concerning scheduling of classes for 1975-76 in order to meet student needs and to meet the University's enrollment quota. Concern was expressed over a possible conflict between departments and the administration on what courses should be offered.
4. There was a brief discussion of allocation of new positions in which it was pointed out that there seemed to be no consistent rationale for decision.

Next meeting: Monday, March 17, 1:30 p.m.

Kenneth S. Ghent, Secretary
Advisory Council

Advisory Council Meeting
3:30 p.m., March 10, 1975

Present: All members of the Council and President Clark

1. Mr. Bartel reported to the President that in the absence of clear urgency the Council in an informal poll concluded by 5 to 2 that it seemed unnecessary and possibly unwise to appoint an ad hoc committee at this time to review the operation of the Student Conduct Code. After further brief discussion it appeared that there was virtually no sentiment in favor of appointing such a committee now.
2. Mr. Bartel reported that the Council was pleased with Mr. Alpert's letter to Deans and Department Heads about course offerings designed to meet student needs and the University's enrollment quota. President Clark stated that it was hoped that this approach would result in cooperation between the Department Heads and the administration to achieve the desired results without conflict. The Council expressed concern over the lack of a consistent standard to justify allocations of new faculty positions. This year's allocations seemed to involve a variety of reasons which did not seem to fit any particular model. President Clark commented that its system is not yet refined to the point where a clear model can be displayed.
3. President Clark commented briefly on the lack of action on the 5% salary raise once intended for February 1975.
4. The President stated that he found the Council's proposed statement of its responsibilities to be good. But he suggested that it might be desirable to indicate that with administrative cooperation progress had been made in the last two years in the direction of recognizing these responsibilities. It was pointed out by a Council member that the statement was being prepared as a guideline not as a basis for legislation.

Kenneth S. Ghent, Secretary
Advisory Council

cc: Harry Alpert

Advisory Council Meeting
1:30 p.m., 17 March 1975

Present: Bartel, Deutsch, Duncan, Ford, Platt, Ghent with Dean Aaron Novick

1. Dean Novick agreed to arrange for Fred Wilhelm to send to the Council a statement outlining the conditions under which research grant proposals and institute proposals are referred to the Council.
2. Dean Novick expressed concern about future staffing problems for universities in view of anticipated decline in university enrollments sometime after 1980. He speculated that with the prospect of an older tenured faculty and less inflow of new ideas from young research-oriented faculty members, the University may lose creditability in the eyes of the public resulting in reduced support and threats to academic freedom and tenure. He suggested that more openings might be created for younger faculty members by adopting a plan which would provide for a 10% annual reduction in FTE for a faculty member after age 50, leading to half-time status from age 55 to perhaps age 70. To make the plan attractive he envisages a retirement plan with improved benefits and possibly other benefits. He mentioned some possible responses to objections to the scheme. He stated that he hoped that discussion of his suggestion would lead to some good plan for meeting the staffing crisis which seems inevitable. He would welcome an alternative plan superior to the one outlined.

It was pointed out that the plan (1) should be sufficiently attractive to be acceptable to the faculty; (2) be good enough to result in its adoption in some form by other universities; (3) be legally defensible so that it could not be successfully challenged in the Courts, or (4) must provide a significant number of openings for young people entering the job market.

It was suggested that initially the plan might be made optional for faculty members above 50. It was also suggested that universities as an alternative might seek public support on educational grounds for a return to small size classes thus creating need for additional faculty members.

It was also suggested that data should be collected and analyzed as a basis for further discussion of the plan.

3. Next meeting: 2:30 p.m., March 31, with Marshall Wattles to discuss final examinations.

Kenneth S. Ghent, Secretary
Advisory Council

Advisory Council Meeting
2:30 p.m. - March 31, 1975

Present: Bartel, Duncan, Ford, Platt, Zaninovich, Ghent and
Marshall Wattles

1. Mr. Bartel distributed copies of a memorandum from Vice President Alpert concerning a revised schedule for reviewing faculty members recommended for promotion or tenure. The Council, in an informal discussion, indicated that it favors the proposed new schedule.
2. Mr. Wattles reported that he had received numerous complaints from students and parents in recent terms about deviation from the announced schedule for final examinations. Although he lacks definite data he suspects that the examination week is not as fully used as might be desirable. He quoted faculty legislation of May 4, 1911 specifying that no final examinations be given earlier than the scheduled time. Mr. Wattles has moved in the Council of Deans that the final week of the term no longer be set aside specifically for examinations but that it be used either for final examinations in regular class periods or for regular lectures and reports at the discretion of the professor. It is assumed that the Council of Deans, as the University Schedule Committee, can make such a decision for the University.

Mr. Duncan reported that the Journalism faculty voted against the proposal at a staff meeting. It was suggested that each department or school might designate which courses will have final examinations and which will not so that this can be indicated in the time schedule of classes. No conclusions were reached in the discussion.

Kenneth S. Ghent, Secretary
Advisory Council

Advisory Council Meeting
3:30 p.m. - March 31, 1975

Present: Bartel, Duncan, Platt, Zaninovich, Ghent and President Clark

1. The President arranged to call in Vice President Hawk to discuss the plans for using Condon Hall after the Psychology Department is moved to Straub Hall. He indicated that it is planned to use some of the space for the Geography Department. Also, some of the space will continue to be used by the Learning Resource Center with the possible addition of Occupational Counseling and Career Planning involving two or three people from Shirley Wilson's staff, plus offices for dual use by the Upward Bound Program (summer) and the Black Student Center (academic year). Academic Counseling for uncommitted students may also be involved. He indicated that funds for remodelling the building are expected to come to the University as a line item unavailable for other uses.
2. After the departure of Mr. Hawk it was reported by Mr. Bartel that he had submitted the statement on the role of the Advisory Council, as amended, to Oregon Week for publication as a report to the faculty. He agreed to send a copy of the statement to President Clark who indicated that it can be incorporated in faculty minutes if desired.
3. The President reported concern about a proposed bill before the Oregon House which would establish a state affirmative action officer with considerable authority, not clearly delineated. He asked George Platt to consider the possibility of suggesting amendments to the bill which would make it more acceptable to the University. Mr. Duncan was also suggested as one who might work with Mr. Platt in this review. Also David Frohnmayer.
4. The President proposes to distribute the faculty salary plan to the faculty for suggestions for revision before it is finally adopted.
5. The President reported that there would be a public meeting of the Ways and Means Committee in Salem on Thursday night.
6. Next meeting: 1:30, Monday April 7.

Kenneth S. Ghent, Secretary
Advisory Council

cc: President R. D. Clark

Advisory Council Meeting
1:30 p.m. - April 7, 1975

Present: Bartel, Duncan, Ford, Zaninovich, Ghent

1. The Council agreed to suggest to the President that the appointment of a new director of University Relations should be subject to the usual Committee reviews and that a one year interim appointment might be appropriate. It was also agreed that the post of director of the University News Bureau is an important one and that the President should be invited to discuss his approach to this appointment.
2. Mr. Bartel reported that the President expressed concern about public discussion of a possible change in the academic calendar to provide for optional use of present examination weeks either for regular class use or for one hour examinations. Mr. Bartel agreed to report to him that the Senate resolution called for faculty and student consultation only if the Council of Deans seriously considers making the proposed change.
3. Mr. Bartel reported that there seemed to be little support in the Department of English faculty for the schedule change proposed by Mr. Wattles.
4. Mr. Bartel distributed to Council members a copy of the final draft of the document outlining the responsibilities of the Council. It was agreed that this document should be kept in a permanent Advisory Council file available to future councils and to the President. It was suggested that the President should be invited to maintain such a file in the presidential offices.
5. It was agreed that the Council should suggest to the President that the Council's subscription to the Chronicle of Higher Education should be entered in the name of the Advisory Council.
6. The Council considered Mr. Deutsch's suggestion that it seek ways of increasing faculty involvement in community affairs. Mr. Bartel agreed to invite to the next Council meeting various individuals at the University who are presently engaged in such work (Herman Koehler, Music; Hope Pressman; Museum director of travelling art shows; Mary Hudzikiewicz; June McFee and possibly others).
7. Mr. Bartel agreed to write to the President to request that the faculty legislation of June 1970, calling for an ad hoc committee to report annually for 5 years on the operation of the grading system, be implemented. There is doubt that such a committee is presently active.
8. Mr. Duncan reported on a letter that he had written to Governor Straub and to the members of the Lane County delegation expressing concern about a bill sponsored by this delegation in the present legislative session.
9. Mr. Bartel called attention to a letter from the Equal Employment Opportunity Center asking for increased support.

10. Mr. Bartel distributed copies of Mr. Bogen's response to the concern of the Council about plans for new use of Condon Hall.
11. The Council is considering asking the President to discuss the implications of the OSEA campaign for salary increases.
12. Next meeting: 1:30 p.m., April 14.

Kenneth Ghent, Secretary
Advisory Council

Advisory Council Meeting
1:30 p.m. - April 14, 1975

Present: Bartel, Deutsch, Duncan, Ford, Zaninovich, Ghent, Mary Hudzikiewicz, Dick Koehler and Michael Whitenack.

1. Mr. Bartel explained that three visitors had been invited to discuss two questions: (a) Is there more that the faculty should do to improve the relations of the University with the community?, and (b) What is being done now to improve such relations?

Mr. Koehler, interpreting the community as the state-at-large reported that the School of Music has great potential for establishing concert series throughout the state. Presently, as a pilot program, a concert series (5 programs) is being presented very successfully in Florence with a local promotion committee. Faculty exchange concerts have developed with three other universities in the state. A concert series is offered for senior citizens. Workshops have been given in several cities. State students interested in music attended a large gathering (1800) in Eugene last Saturday. The music problem is developing faculty interest in community relations.

Mary Hudzikiewicz, as director of community services in the Public Relations office, arranges for faculty speakers to fill requests from throughout the state. She stated that service to the state won't have greater appeal and greater success until it receives higher priority and greater recognition from the administration. More faculty participants are needed.

Mr. Whitenack described the successful statewide services program of satellite exhibitions of visual arts in communities of the state - partly financed by the Oregon Arts Council (federal funds) and various foundations, but with minimal administration support from the University. He indicated that the base of operation of the program might move elsewhere if University support is reduced too much.

Mr. Bartel indicated that the Council would probably want to pursue these discussions further.

Kenneth Ghent, Secretary
Advisory Council

Advisory Council Meeting
2:30 p.m. - April 14, 1975

Present: Bartel, Deutsch, Duncan, Ford, Zaninovich, Ghent and President Clark

1. The President stated that he believes that the University is making headway in improving its public relations. He reported that Dick Koehler is supported by funds from Student Services.

He reported that Muriel Jackson holds the directorship of University Relations on a one year appointment. He stated that the search for a director of the News Bureau is underway but indicated that no appointment would be made without consulting president-elect Boyd.

Mr. Duncan suggested that it might be helpful to engage an outsider such as Lyle Nelson to review the News Bureau and University Relations set-up and make recommendations before permanent appointments are made.

2. The President reported that the EMU board plans to meet with him on Wednesday to discuss the lettuce issue. He invited the Council to review the problem to seek a solution to the impasse. Subsequently, the Council agreed to suggest that one of its members be invited to attend the meeting of President Clark and the EMU board. Mr. Bartel will discuss this with President Clark and the suggested Council member.
3. The President asked that the Council consider nominating one of its members to serve on a labor relations committee which is being set up at the request of the State Board and state government officials. (Subsequently the Council agreed to ask George Platt if he could serve in this way.)
4. The President suggested that the Council might wish to write to State Senator Ed Fadeley to express its opposition to HB 3230. President Clark plans to send such a letter. (Subsequently it was agreed that Mr. Bartel would send a brief letter to Mr. Fadeley stating that the Council considers the bill to be a bad one.)

Next meeting: 1:30 p.m., April 21.

Kenneth Ghent, Secretary
Advisory Council

cc: President R. D. Clark

Advisory Council Meeting
1:30 p.m. - 21 April 1975

Present: Bartel, Deutsch, Duncan, Ford, Ghent, Platt, Zaninovich

1. Mr. Bartel reported that the University Appeals Board had been forced to cancel its last two scheduled meetings because of lack of sufficient student members to meet quorum requirements. He agreed to report this problem to the President.
2. Phyllis Ford brought to the Council's attention erroneous entries in the summer school catalogue and suggested that the Summer Session catalogue should be subject to the same careful scrutiny given to the regular catalogue. She agreed to draft a letter to Vice President Alpert itemizing such misinformation.
3. Phyllis Ford reported that the Interinstitutional Senate had passed a resolution supporting in principle a legislative proposal relating to affirmative action programs in state institutions; but the Senate unanimously opposed item 7 of the proposal (the latter item would establish a state-wide affirmative action officer with broad powers).
4. Mr. Platt advised the Council to reconsider its decision to be represented by one of its members on the Labor Relations Committee. It was agreed that the nomination should be withdrawn because of the inappropriateness of faculty representation on an administrative committee dealing with a possible strike of classified employees. It was agreed also that the University Senate should be advised of this decision. Mr. Bartel agreed to convey the Council's decision to President Clark by letter with a copy to Mr. Tattersall and a copy to the appropriate representative in the OSEA chapter of classified employees.
5. Mr. Bartel read a copy of a brief letter which he wrote to Mr. Ed Fadeley expressing the Council's opposition to the creation of a state super-board of education.
6. Mr. Deutsch called attention to the report from Mr. Wilhelm concerning the protection of human subjects.

Kenneth Ghent, Secretary
Advisory Council

Advisory Council Meeting
2:30 p.m. - 21 April 1975

Present: Bartel, Deutsch, Duncan, Ford, Platt, Zaninovich, Ghent and
President Clark

1. The President agreed to look into the problem of attendance of student members at meetings of the Appeals Board.
2. Mr. Bartel informed the President that the Council had decided after further consideration that it is inappropriate for a Council member to be on the Labor Relations Committee and hence had decided to withdraw its nomination of Mr. Zaninovich. The President agreed to notify the President of the Senate of this decision.
3. The President distributed a tentative draft of a statement he is considering issuing about holding classes if the classified employees go on strike.
4. The President reported that he had had a reasonable discussion of the lettuce issue with the EMU Board.

Next meeting: 1:30 p.m., April 28.

Kenneth Ghent, Secretary
Advisory Council

cc: President R. D. Clark

Advisory Council Meeting
1:30-3:00 pm - May 12, 1975

Present: Bartel, Deutsch, Duncan, Ford, Leong, Posner, von Hippel

1. Mr. Bartel was elected chairman for the ensuing term of office.
2. The secretary will rotate. Miss Ford will serve until fall term.
3. The meetings during the remainder of spring term will be 1:30, Mondays.
4. At the request of President Clark, a representative from the council was selected to present the Advisory Council position on Department Heads in the Collective Bargaining at a meeting with Vice-Chancellor Lemmen at 9:00 am, Thursday, May 14. Mr. Deutsch agreed to present the position. The new council members (Leong, Posner and von Hippel) were asked to read the position agreed upon by the previous council and forward any opinions to Mr. Deutsch prior to the meeting.
5. Discussion ensued relative to possible topics for the next meetings and the new members were apprised of the pattern of action of council meetings.
6. At the May 19 meeting, the council's annual report will be discussed in relationship to a letter to be sent to in-coming President Boyd for the purpose of establishing a start toward next year's Advisory Council function.
7. It was agreed that President Clark and Vice President Alpert would be invited to the May 19 meeting for a follow-up of the earlier discussion on new positions.

Respectfully submitted,

Phyllis M. Ford
Secretary

Advisory Council Meeting
1:30 p.m. - May 19, 1975

Present: Bartel, Deutsch, Duncan, Ford, Leong, Posner, von Hippel

1. Response to request for reaction to use of centennial theme stationery by departments in 1975 and 1976 was one of disapproval in terms of both the expense and the aesthetics.
2. A letter to welcome President Boyd and to extend a hope for future meetings with him will be sent from the Council.
3. The Council will meet with President Clark at 2:30 Thursday, May 22.
4. Discussion was held on the proposed Graduate Council changes in the Ph.D. Completion Process. It was recommended that the Council be sent a copy of the next proposed changes, assuming that there would be changes forthcoming after the May 21 meeting.
5. Vice Provost Alpert shared with the Council information on allocation of work load funds to explain staffing patterns, and the response to his memo on SCH. He informed the Council that money for the anticipated new positions has not yet been approved. Further discussion was held on future planning for staffing. Vice President Alpert's memo of February 10 had been revised as of February 14. After the Vice Provost left, the Council discussed the need for open communication relative to staffing decisions.

Respectfully submitted,

Phyllis M. Ford
Secretary

PMF/kn

cc: H. Alpert

Advisory Council Meeting
2:30 p.m. - May 22, 1975

Present: Bartel, Deutsch, Duncan, Ford, Leong, Posner, von Hippel
Vice President Alpert

1. A discussion was held on HB 5063 which the Ways and Means Committee had approved 8-6. (91 million for salary improvement while the Governor's Office recommends 101 million. Does 101 million include salary savings or does it not?) The bill goes next to the House of Representatives. A possible cut of 45 positions from the University of Oregon might occur from this bill being passed. Alternatives would be taking non-salary funds to augment salary increments or to grant increments lower than recommended and anticipated.
2. The capital construction bill was the second item of discussion. President Clark was unable to attend the Advisory Council meeting because of a necessity to testify on that bill. That bill may not be decided until after HB 5063 is acted upon.
3. A question was raised briefly relative to the role of the State Board in support of higher education on these matters.
4. It was suggested by Mr. Alpert that the Lane County delegates be contacted via letter or telegram to urge their support of higher education.
5. Vice President Alpert reported on a request for Council advice relative to a meeting to discuss these matters. The desirability of a convocation of faculty, staff and students at noon Friday, May 23, to present the latest facts on the salary bill was discussed. This would include all concerned persons and be at a time when most offices would be closed for lunch. A question was raised relative to the proposed outcome of such a meeting. The response was that this would be a dialogue or question/answer period.

One member raised the question of the fact that this might be a divergence in the University's stand in opposition to political action particularly since faculty, staff and students do not represent the same interests. Another member was concerned on this plus the fact that there might be a very low turn-out which might be poor public relations. It was suggested that the union leaders might request that President Clark call the convocation. It was brought out by one member that a meeting called by President Clark would be quite appropriate as it would not be breaking a precedent but only serving the interests of the faculty.

6. It was agreed that calling a regular faculty meeting was not appropriate. It was further agreed to recommend against having any meeting called by the University administration. The Council recommends the administration cooperate with other organizations requesting meetings.

Respectfully submitted,

PHF/kn
cc: H. Alpert

Phyllis M. Ford
Secretary

Advisory Council Meeting
1:30 p.m. - June 2, 1975

Present: Bartel, Deutsch, Duncan, Ford, Leong, Posner
President Clark, Vice President Alpert, Ralph Sunderland

1. The Council will meet at 1:30 June 9 and with President Clark at 2:30.
2. President Clark discussed the university funding for salaries, explaining necessary expenditures and inflation costs. He gave alternatives to losing 45 positions as being less salary increase, less S and S monies, loss of some positions, or a salary increase delayed until September.
3. Mr. Sunderland distributed copies of the 1975-76 working budget and explained the various pages.
4. The meeting with the administrative persons was adjourned at 3:00.

Respectfully submitted,

Phyllis M. Ford
Secretary

PMF/kn

cc: H. Alpert

Advisory Council Meeting
3:00 - 3:30 p.m. - June 2, 1975

Present: Bartel, Deutsch, Duncan, Ford, Leong, Posner

1. Mr. Bartel requested that the minutes show the following correspondence received.
 - a.) Letter from Dean Kelly to President Clark in response to Summer Session catalog materials (on file)
 - b.) Letter from Esther Leong to President Clark (attached)
 - c.) Letter from President Clark to Professor Gilland re request for report of ad hoc Committee on the Grading System (on file)
 - d.) Letter from Mr. Bartel to incoming President Boyd (distributed)
2. Mr. Bartel mentioned items for future council agendas.
3. It was recommended that the council review the budget items for discussion on June 9.
4. It was requested that the list of persons proposed as "Additional Commitment for Instructional Staff" (\$108,000) and the rationale for their appointments be presented to the council by the administration on Monday, June 2.
5. It was agreed that it is still too difficult to give advice on the budget because of lack of complete information (see #4 above).

The meeting adjourned at 3:30.

Respectfully submitted,

Phyllis Ford, Secretary

PF/kn
Enclosure

Advisory Council
1:30 - June 12, 1975

Present: Bartel, Deutsch, Ford, Leong, Posner, von Hippel

1. Mr. Bartel mentioned the following:
 - a. Letter to Glenn Starlin in appreciation for arranging the reception for President Clark.
 - b. Letter from President Clark expressing appreciation for the reception.
 - c. Mr. Bartel volunteered to serve on the committee to plan dispersal of classes for 1975-76.
 - d. Mr. Bartel appointed Mr. Posner to the budget committee.
2. Mr. Bartel requested a council meeting prior to the first meeting with in-coming President Boyd.
3. Discussion on the workload increase continued briefly.
4. Mr. Deutsch discussed his inter-council memo on DCE, staffing. The 2.5 positions are 5 part-time people supervising interns in 5 regions of the state. This program has generated an excess in funding and will be transferred to the university program. Mr. Deutsch's concern was related to short-term 1 year planning rather than a long range plan, i.e., the challenges to life-long education, adult education, community education and similar programs. FTE-raising programs have evidently not been considered. He requested that the council state a concern for an immediate study of long range planning for the university's roles in serving the state. It was recommended that this material be an item of top priority for discussion with President Boyd.

A suggestion was offered that perhaps a person moving from one division of the university to another be transferred as a teaching faculty. It was suggested that the transfer of persons be approved for one year only. It was unanimously agreed that the council advise approval of item #1 on the Workload Increase memo of June 5 for one year only.

It was agreed that a task force should be appointed immediately to study the long range plan for the university's roles in service to the state.

The meeting adjourned at 2:00 p.m.

Respectfully submitted,

Phyllis Ford, Secretary
Advisory Council

Advisory Council
2:00 p.m. - June 12, 1975

Present: Bartel, Deutsch, Ford, Leong, Posner, von Hippel
President Clark, Budget Director Sunderland

1. The council recommended that, if possible, the DCE appointment transfer be for one year only. The secretarial position would not be approved until further discussion is held with Don Rhoades.
2. The president's recommendation for salary distribution was:
 - a) An 8% minimum across-the-board (cost-of-living) increment for all and
 - b) A 10% across-the-board (for cost-of-living plus merit) for some plus
 - c) Additional money above the 10% for merit, salary plan, promotion, retention, etc.

His rationale for a percentage ratio is that for the past 3 years there has not been a flat percentage ratio and for the upper rank people, this has been a disadvantage. A percentage increase would help increase their salaries to a point closer to the AAU average. One member mentioned that perhaps the council's recommendation of June 10 would in fact not move the upper ranks upward on the salary plan as much as the council had thought. Discussion was held on the various merits of the president's recommendation and the recommendation of the council.

President Clark felt that the university would not be permitted to reserve funds for a "cushion" during the first year of the biennium. He felt more could be reserved during the second year.

3. The president requested the council review his recommendations and give a majority and minority report on the council's original divided opinion. He would recommend a 10% increase for most, established on a new basis. Mr. Sunderland commented that on a fixed dollar amount, the person at the upper end paid more income tax.

It is believed that the State Board mandate is that each person should receive a minimum increase of 8% of his current salary.

4. The president requested advice on funding the Honors College.
5. An explanation of a staffing need and a pending resignation of a dean was given with the request for advice on replacing and/or additional staffing.
6. An allotment of a few thousand dollars on a one year non-recurring basis to help Oregon Business Review was requested.
7. It was agreed that, with program improvement money available for the library position, the College of Business Administration be allocated that position (workload increase funds).

8. On the issue of salary distribution, the council unanimously recommends an 8% across-the-board increase with the remaining 5½% to be used for consideration of merit.

The meeting was adjourned at 4:00 p.m.

Respectfully submitted,

Phyllis Ford, Secretary
Advisory Council

Advisory Council
June 19, 1975, 3:30 p.m.

Present: Bartel, Duncan, Leong, Posner;
President Clark, Vice President Alpert, Professor Civin

1. President Clark distributed a draft of the Salary Improvement plan (dated 6-17-75) following introductory remarks in which he explained his reasons for supporting the 10% across-the-board provision, whereupon Vice President Alpert explained the workings of said plan, using tables and charts worked out by Paul Civin, Ralph Sunderland and himself. General discussion followed. The purpose of the meeting was informational and no action was taken by the Council.
2. The President informed the Council that Dean Richard West has decided to remain at Oregon rather than accept the position offered him at Cal Berkeley. All present expressed pleasure on receiving this news.
3. The Provost explained the arithmetic of the much discussed-"Fadeley letter" received recently by members of the faculty.
4. Adjournment, 5 p.m.

C. T. Duncan
Secretary pro tem

CTD/kn
cc: H. Alpert

Advisory Council Meeting
1:30 p.m.--June 9, 1975

Present: Bartel, Deutsch, Duncan, Ford, Leong, Posner

1. The salary increment for 1975-76 was the first topic discussed. It was brought out that the faculty salary plan has not been announced as having been approved. There is an obvious communication gap concerning a salary proposal and an approved plan. The discussion was directed to recommendations for distribution of the salary increment. The question of the degree of flexibility available was voiced. The main concern was relative to whether there should be an "across the board" 10 per cent increase or if there should be a lesser amount for all and a greater amount for merit increases. A fixed dollar amount with the remainder being used for inequities was discussed at length. It was suggested that 25% of the available dollars be used for inequities and merit and that 75% of the available dollars be distributed to the total faculty on a system of co-equal allotments not percentage.

Respectfully submitted,

Phyllis M. Ford, Secretary
Advisory Council

PMF/kn

Advisory Council Meeting
2:30 p.m.--June 9, 1975

Present: Bartel, Deutsch, Duncan, Ford, Leong, Posner
President Clark, Vice President Alpert, Professor Paul Civin
Ralph Sunderland

1. Salary Distribution was the first item discussed. Mr. Bartel announced that the council had recommended that, without knowing the dollar amounts, 25% of the dollars available be used for inequities and merit and that 75% of the dollars available be used for equal dollar increments.

The president stated that salary increase money must be available for 12 month people by June 16 and for 9 month people by June 30. The President proposed a minimum amount (a percentage) for merit for all except those deemed not to merit it.

Vice President Alpert reviewed critical issues to be decided:

1. Amount of increases (across-the-board or merit).
2. Date of effect of increments (July 1 or Sept. 16).
3. Insure that every faculty member be at the first step of his grade.
4. Promotion scale increases. (In addition to across-the-board increases, or on salary plan.) (Probably .5%)
5. Amount for retention obligations.

The Board minimum was 8.5% across-the-board.

Professor Civin distributed tables on figures for the target salary plan and for the phasing in period. He illustrated by using specific departments not represented on the council.

2. The staffing recommendation (workload increase) for the \$108,000 committed for instructional staff was presented.
3. The council will deliberate on both items at 1:30 Tuesday, June 10 and 1:30 Thursday.
4. The president announced that because of lack of funding the Tongue Point contract will be terminated and will probably be re-assigned to private industry by competitive bids.
5. The agenda for June 10 will be the points Vice President Alpert outlined and items of salary distribution and staffing as recommended by the president.
6. One member requested a review of the Minority Students Programs immediately.
7. The meeting was adjourned at 4:10 p.m.

Respectfully submitted,

Phyllis Ford, Secretary
Advisory Council

Advisory Council Meeting
1:30 p.m.--June 10, 1976

Present: Bartel, Deutsch, Ford, Leong, Posner
Dean Harris and Vice President Alpert joined the council at 3:00

1. Salary Distribution

Mr. Bartel advised that one member of the council serve on the budget committee in the future to keep the council to keep the council advised. It is believed that it is too late to discuss increments for 12-month people. (An additional comment was that the council must work on the Evaluation of Administrators next fall.) The discussion was held on the rationale for or against increments for 12-month faculty starting July 1. The question of amount saved by deferring until fall was asked. It was still hoped that \$300,000 could be saved by delaying increments until September. The council had no agreement on the distribution of the salaries of 12-month faculty.

On the distribution of salary funds, the issues were around a 10% across the board increase on money used to correct disparities. One member recommended a 7% across the board with the remainder used to move onto the step plan plus 2% held in reserve for the president's discretion. (Next year another 10 per cent could be used largely for implementing the salary plan.) The chance of an enrollment drop was acknowledged as being a probable source of lower university funding. One member was very concerned about the faculty in the lower ranks, especially those in the visiting category who would, in all probability, need to find other employment next year. One member reviewed that both percentage and moving on to the salary plan would each differentiate in favor of higher ranks. The distribution of merit was an unknown in terms of which ranks might benefit most.

Discussion was held on the various merits of:

- . a cushion, a percentage raise and a salary plan implementation
- . fixed amount (on 50%) plus move to salary plan on the rest
- . percentage amount plus less for salary plan

One member explained that across campus there was the feeling that salary increments in the past have been used for lower levels at the detriment to the upper levels and there is a morale problem of upper levels who are not willing to do this any more.

A vote to favor the principle of a cushion for reserves in case of enrollment drop, (taken out of the theoretical 10%) was approved 5-1.

A vote on distribution of the across the board on a percentage or a fixed amount was in favor of fixed amount 5-2.

The consensus was that the remainder of available money should be used to implement the salary plan.