

JOURNAL OF THE FACULTY SENATE
The University of Oklahoma (Norman campus)
Regular session - May 8, 1995 - 3:30 p.m.
Jacobson Faculty Hall 102

The Faculty Senate was called to order by Professor Tom W. Boyd, Chair.

PRESENT: Anderson (2), Badiru (0), Boyd (0), Bremer (2), Dillon (0), Fiedler (0), Friedrich (1), Fung (0), Genova (1), Greene (1), Havener (0), L. Hill (4), Holmes (3), Hutchison (0), Koger (2), Kukreti (3), Laird (0), Landes (2), F. Lee (3), R. Miller (0), D. Morgan (1), Mouser (0), Patterson (0), Pauketat (3), Rhodes (1), Roegiers (1), Sankowski (2), Stock (1), Sullivan (2), Sutton (2), Tepker (0), Tiab (4), Van Gundy (3), Weaver-Meyers (0), Weinel (2), Wenk (0), Wiegand (2), Williams (1)

PSA representatives: Marshall, Spencer

ABSENT: Baker (3), Burnett (1), R.C. Davis (2), Erdener (2), Gutierrez (2), Horrell (4), Kincade (5), Loving (2), Mock (2), Nelson (2), Ogilvie (1), Ragep (2), Reeder (2), Wallach (4), Watson (2)

(NOTE: During the period June 1994-May 1995, the Senate held 9 regular sessions and no special sessions. The figures in parentheses above indicate the number of absences.)

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APPROVAL OF JOURNAL

The Senate Journal for the regular session of April 10, 1995, was approved.

ANNOUNCEMENTS

Prof. Kay Kincade (Instructional Leadership and Academic Curriculum) will replace Prof. Anne Million (University Libraries) on the ad hoc Parking and Transit advisory committee (see 2/95 Journal, page 2).

The regular meetings of the Faculty Senate for Fall 1995 will be held at 3:30 p.m. in Jacobson Faculty Hall 102 on the following Mondays: September 11, October 9, November 13, and December 11.

The following summary of the activities of the Speakers Service for the past year was distributed at the meeting.

During the past year, faculty and staff have presented almost 60 programs to organizations throughout Oklahoma through the Speakers Service program. From May 1994 to April 1995, 40 faculty and staff have presented 59 programs to some 20 organizations in cities ranging from Altus and Ardmore to Norman and Oklahoma City.

This spring, the Office of Communication Services (325-1701) assumed responsibility for coordinating this important outreach program of the university. Among the plans for 1995-96 are a publicity campaign to heighten public awareness of the Speakers Service.

The Faculty Senate and the university community express their appreciation to the longtime participants and new members of the Speakers Service who have shared their expertise and knowledge with the citizens of Oklahoma.

Mr. Joe Marshall, Professional Staff Association liaison and coordinator of the Employee Assistance Program, distributed some information about EAP services. A one-hour debriefing is available for anyone within the university who has been affected by the bombing of the federal building in Oklahoma City on April 19.

FOCUS ON EXCELLENCE: Faculty Retirees, by Prof. Pat Weaver-Meyers.

"With the occasion of retirement from the university, one assumes a stereotypical scene of late mornings on the porch with a newspaper, afternoon golf, impromptu travel, the languid pursuit of a hobby or two and the freedom to pick and choose ideas and issues that can be concentrated on with all the gusto available to the uninterrupted, uninhibited, unscheduled and unfettered soul. However, our President, David Boren, has different plans for our colleagues who are now about to retire.

"I'm sure you have heard, he has undertaken an initiative to make use of retirees in university projects and in part-time teaching endeavors. He's a smart man. Our retiring colleagues' cumulative experience represents centuries of service at the University of Oklahoma, and they constitute a remarkable reservoir of talent and expertise.

"We are taking this brief moment to thank them for their dedication, their comradeship and their contribution to our community.

"Harvey Blatt (Geology and Geophysics), Sidney Brown (History), Bill Cronenwett (Electrical Engineering), H. Wayland Cummings (Communications), Dan Davis (Liberal Studies), John Farmer (Zoology), James Fife (Modern Languages), Vera Gatch (Human Relations), Marcia Goodman (University Libraries), Joakim Laguros (Civil Engineering and Environmental Science), Ernest Larkin (Journalism and Mass Communication), Anne Million (University Libraries), Dan Nimmo (Communications), Donald Patten (Mathematics), Adele Prater (Marketing), Jerry Purswell (Industrial Engineering), James Robertson (Civil Engineering and Environmental Science), Mary Jo Ruggles (Music), Kenneth Starling (Chemical Engineering and Materials Science), J. Kirker Stephens (Economics), James Wainner (Music), Gene Walker (Electrical Engineering), and Leon Zelby (Electrical Engineering).

"In conclusion, perhaps we can say so long rather than goodbye to these, our friends and co-workers who may choose to take up President Boren's gauntlet and participate in future university challenges. For others, who you notice in the months ahead at the local YMCA or on the golf course turning quickly and walking away without acknowledging your greeting, don't take offense. After all, they've been around this institution long enough to recognize the look of someone attempting to recruit volunteers. To them we can say simply ENJOY!"

ELECTION, UNIVERSITY AND CAMPUS COUNCILS, COMMITTEES AND BOARDS

The Senate approved the Senate Committee on Committees' nominations to fill end-of-the-year vacancies on university and campus councils, committees, and boards (Appendix I). A number of vacancies will also be filled by the President's office.

REMARKS BY DR. JAMES PAPPAS, VICE PROVOST FOR CONTINUING EDUCATION

Dr. Pappas distributed a brochure describing the College of Continuing Education (CCE). Continuing Education at OU comes out of a state mandate to provide instruction, research, and educational outreach. Many leaders in higher education are suggesting that we should re-direct ourselves to become a service university to meet the needs of our state's constituencies. Established in 1913, Continuing Education is one of the oldest units on campus. The four primary functions are credit and non-credit courses, training and educational sponsored programs, consultation and technology transfer, and public service programs. CCE has served more than 100,000 participants, conducted more than 2000 activities, involved more than 300 faculty, offered credit programs with 20,000 enrollments, provided more than 3 million training contact hours, trained more than 2000 Air Traffic Controllers and other FAA personnel, attracted some 30,000 participants to 650 learning events at OCCE (one of 11 Kellogg Centers in the world), presented more than 1000 telecourses and teletraining activities, presided over a budget of \$37 million, of which only 4% was state-allocated, and obtained more than \$22 million in grants and contracts. CCE is among the top five institutions in the country in terms of size, complexity and number of people served. During the past seven years, CCE has experienced record growth: 23% in credit enrollments, 277% in non-credit enrollments, 20% in conferences/institutes, 200% in distance education activities, \$18 million in new grants and contracts annually, and 15 programmatic and 35 promotional awards. CCE receives about 2% of the E&G allocation, yet generates 34% of the grants and contracts for the Norman campus. Over the past seven years, CCE has contributed \$5.5 million in indirect costs to OU. For every \$1 of

state funds invested, CCE generates over \$35 in revenues, and CCE has an \$80 million impact on the Oklahoma economy. Dr. Pappas described some of CCE's exemplary programs and other on-going programs, as well as opportunities and challenges. The CCE is seeking faculty involvement with conferences, courses for non-traditional students, national association meetings, grant and contract writing, international and travel/study programs, applied research and dissemination activities, and distance and independent education. In a video, some programs were highlighted.

Prof. Greene asked about teaching opportunities for OU faculty. Dr. Pappas said Advanced Programs are offered at military bases, 5 programs are delivered by compressed video, and 40-50 courses per semester are offered on cultural enrichment like literature and history. Prof. Greene asked how long a 3-credit course would last. Dr. Pappas said courses are offered in different formats. Prof. Wenk asked how faculty are involved in grants and contracts. Dr. Pappas gave an example of the FAA contacting him to develop a program on global positioning. CCE tries to identify strengths of the institution and the CCE organization. Prof. Weaver-Meyers asked whether any courses were being offered over the Internet. Dr. Pappas said CCE is exploring two areas: a file server at a military base in Germany and a doctoral program in Europe using interactive video. Prof. Boyd said he has been impressed by the diversity and complex reach of some of the programs.

SENATE CHAIR'S REPORT, by Prof. Tom Boyd

Prof. Boyd thanked the senators for their participation. He said it appeared that the role of faculty and staff had taken a significant leap this year. He learned that the Faculty Senate has to keep pushing, reminding, and educating to make it clear what the senate does.

He discussed the progress made on the issues and concerns identified at the beginning of the academic year. At the General Faculty meeting last Thursday, President Boren said the budget picture had improved, and progress was being made on getting relief from the OTRS problem. Prof. Boyd thanked Prof. Trent Gabert, Chair of the Faculty Welfare Committee, for all his work on retirement issues. President Boren said \$10 million of the \$200 million raised in the Campaign for Excellence will go toward the library endowment. A task force will make recommendations for spending the bond money for computing services. The public image of the University has suffered recently. We are trying to enhance our image by having Sean Burrage visit legislators in their home towns, and President Boren is telling the public about the contributions OU makes to the state. The Speakers Service also helps to bring OU to the public. Tuition waivers for spouses and dependents have not made much progress, because over \$10 million is already going toward waivers. Matters related to gender and ethnicity are being addressed more forthrightly. Prof. Boyd thanked Ms. Fallgatter, the Senate's administrative coordinator, for her assistance.

Prof. Boyd recognized individuals within the university who had met the needs of the people in Oklahoma City in the recent crisis.

RESOLUTION OF APPRECIATION TO PRESIDENT DAVID BOREN

Prof. Boyd presented a resolution of appreciation to President Boren commending him on his work with the legislature. Prof. Tepker suggested that "promises" be changed to "plans" in the fourth paragraph and that the

fifth paragraph be changed from "... President Boren has received tentative assurance that faculty will not lose ..." to "... President Boren believes that faculty will likely not lose ..." The resolution as amended was approved on a voice vote.

WHEREAS the Governor of Oklahoma announced in January a proposed cut of 2.5% in the state budget for higher education;

WHEREAS Senate Bill 568 proposes devastating changes in the retirement program for faculty and staff of the University of Oklahoma;

WHEREAS David Boren began his service as president of the university promising to do all in his power to improve the budget of the university and to modify, and if possible eliminate, the threat to the retirement program;

WHEREAS through direct and persistent negotiations with the governor and with state legislators, President Boren has gained preliminary plans that the budget for higher education will not be reduced in 1996;

WHEREAS through careful negotiation with leading legislators dealing with retirement, President Boren believes that faculty will likely not lose take-home pay or benefits as a result of Senate Bill 568;

BE IT THEREFORE RESOLVED that the Faculty Senate of the University of Oklahoma expresses its strongest appreciation and gratitude to President Boren for his untiring efforts on behalf of faculty and staff;

BE IT FURTHER RESOLVED that the Faculty Senate is prepared to do all it can do to support the efforts of the president in improving the financial standing of the university and the quality of the education it provides.

STAFF SENATE PROPOSAL FOR SUPERVISORY REVIEW

As a result of last month's discussion (see 4/95 Journal, page 5), some language defining "employee" was added in italics to part (2) of the Staff Senate proposal for supervisory review (Appendix II). Prof. Roegiers said the new language did not address the issue of employees on soft money. Prof. Fung said he did not think it was fair that his colleagues who employ technicians on soft money would have to go through two days of training. Ms. LaDonna Sullivan said the Staff Senate had considered that question. There are 208 employees whose salaries are fully funded on grants and contracts and 56 who are partially employed. The Staff Senate believed that was too many people to exclude. The definition of employee would be any continuous employee who receives benefits. Prof. Roegiers asked whether that explanation of a continuous employee could be added. Ms. Terry Moyer, Staff Senate Chair, explained that the Personnel Services definition of a continuous employee is anyone who receives benefits.

Prof. Patterson asked whether the third point of item (1) was legal. Ms. Moyer said supervisors will have many opportunities to attend a training session. Ms. Sullivan said she had not asked whether that point was legal; however, currently, an individual is ineligible for pay raises if a performance evaluation is not completed. Prof. Patterson said it was ludicrous for faculty who teach these kinds of courses to have to attend a seminar. Ms. Sullivan said efforts are being made to exempt people who are involved with training. Prof. Patterson said the second point of item (1)

should include some explanation. Prof. Tepker said he did not see a legal problem with the third point of (1). The employer has freedom to establish all sorts of conditions, including training and completion of a task as a pre-condition for eligibility for promotion or salary increase. However, there should be some flexibility. We ought have a more coherent personnel manager system. The University is behind the learning curve in how people manage people. This is a step in the right direction, but it should be applied and enforced in a common sense kind of way. Prof. Sutton said people who have grants could employ a continuous employ for one year and still be subject to these requirements.

Prof. Dillon asked whether Committee A would have to verify that faculty had attended training before giving pay raises. Ms. Sullivan explained that this is supposed to be a general policy. All the details will be worked out by Personnel Services and the advisory committee. She noted that the word "training" in the second point of (1) could be changed to "policy." Staff Senate has been hesitant to exempt supervisors from training because many people have been exempt from supervisory training in the past. Prof. Dillon said it might be better to say that the person above the supervisor would be provided with the information about the individual's performance, rather than say no raises will be given. Prof. Weaver-Meyers commented that the staff in her department have benefitted by the management training currently offered. But, because of the concerns expressed, she offered a friendly motion to change "would" to "could" in the third point in (1). Ms. Moyer reiterated that Personnel Services would give the supervisor additional time to complete the training. There was no objection to the word change.

Prof. Williams asked whether GRAs were considered employees. Prof. Boyd said students would be excluded. Prof. Van Gundy asked about the three year training provision. Ms. Sullivan said the reasoning was that training is constantly updated. The intent is to promote a more positive, healthy work environment for the employees at the university. The proposal, as amended, was approved 15 to 9, with 4 abstentions.

COPYRIGHT COMMITTEE PROPOSAL FOR A COPYRIGHT OFFICE

The Copyright Committee proposal for a copyright office (attached to April agenda) was deferred until September. The Copyright Committee decided to distribute a survey to determine the extent of copyright problems. Results will be tabulated during the summer, and a proposal will be submitted to the Faculty Senate this fall.

FACULTY COMPENSATION COMMITTEE RESOLUTION

The Faculty Compensation Committee (FCC) of the Faculty Senate presented the following resolution for consideration:

The Norman Campus Faculty Senate reaffirms its resolution on budget principles of May 1994 (Appendix III) and resolves further that

1. All available new revenue, for example from a tuition increase, should go to salary increases as per the 1994 resolution;
2. Substitution of one-time bonuses for permanent salary increases for continuing faculty is detrimental to the long term interests of the University and its faculty;

3. The President's commitment of December 1994 to freeze administrative salaries until a faculty salary increase of 6% is achieved is again acknowledged with appreciation.

Prof. Friedrich asked why the term "salaries" was used as opposed to "compensation," since retirement could erode compensation. Prof. Andy Magid (Mathematics), Chair of the FCC, said that was quoted from last year's resolution. He said it could be argued that fringe benefits are a fixed cost. Prof. Fiedler said the May 1994 resolution called for cost-of-living adjustments, but the new resolution says all available new revenue should go to salary increases. Prof. Magid pointed out that point 2) of the May 1994 resolution said faculty salaries are the first priority after fixed costs. Prof. Williams cautioned against saying faculty come first to the exclusion of staff. Prof. Magid said the Faculty Senate had already gone on record as agreeing to the 1994 resolution with regard to faculty salaries. Prof. Weinel said just because staff are not mentioned does not mean staff are excluded; there is a Staff Senate to represent staff interests. Prof. Williams said it seemed clear, though, that this resolution just addressed faculty salaries.

Prof. Bremer said she was concerned about the meaning of the 6%, given that statistics are manipulated. There should be some way to indicate that 6% means a real increase, not a manufactured one, such as a change from a 9-month to a 12-month appointment. Prof. Tepker pointed out that President Boren talks about 6% in real terms. Prof. Bremer said "in real terms" could be added to the resolution. Prof. Holmes said the resolution simply acknowledges what President Boren said. Prof. Magid commented that President Boren actually said something stronger. Prof. Boyd noted that President Boren made the statement at the General Faculty meeting that the 6% would be in real terms. The resolution was approved on a voice vote with some dissenting votes.

PARKING GATES

The University of Oklahoma Student Association (UOSA) submitted a proposal to raise the gates at faculty/staff parking facilities at 3:00 p.m. instead of 4:00 p.m. (Appendix IV). The ad hoc Parking & Transit advisory committee was asked to make a recommendation to the Faculty Senate. The committee's recommendation was that the Parking Office initially open the gates of one faculty/staff parking lot at 3:00 p.m. as a test to determine the effectiveness and potential problems.

Prof. Boyd explained that the Gould Hall lot was going to be tried this spring, but it was too late in the semester, and there was too much congestion with the construction projects. Prof. Van Gundy said he was reluctant to have just one lot opened because that might not explain what the effect would be on other lots. Prof. Mack Caldwell, Chair of the Campus Planning Council, noted that classes usually start on the half hour. Prof. Boyd said that varies for afternoon classes. Prof. Sutton asked why some gates go up later than 4:00 p.m. Ms. Sarah Blouch, Parking and Transit administrator, explained that the gates at the majority of lots go up at 3:45 p.m. and come down at 7:15 a.m. By request, some gates stay down until 5:00 p.m. Students are concerned about walking some distance to lots in the winter when it is dark. Ms. Blouch said she did not want students with evening permits, which are not good until 4:00 p.m., to think they could park in those lots at 3:00 p.m. She also did not want to give the impression to the students that there would be spaces available. It is

compounded by construction at Catlett and on Jenkins. Prof. Holmes said he would like the faculty/staff decal to be good in student lots. Prof. Dillon noted that education classes start at 4:25. Commuter evening students might not be able to get a parking space if the gates are opened earlier. Prof. Patterson said faculty and staff are also worried about walking to a lot after dark. Prof. Roegiers noted that this would be on a trial basis. On a voice vote, the Faculty Senate voted against the proposal with some dissenters.

SEARCH COMMITTEES

The election of nominees for the search committees for the Vice President for Student Affairs and for the Senior Vice President and Provost will be postponed until the fall.

ELECTION OF SENATE CHAIR-ELECT AND SECRETARY FOR 1995-96

Prof. Rick Tepker (Law) was elected as Chair-Elect, and Prof. Connie Dillon (Educational Leadership and Policy Studies) was re-elected as Secretary of the Senate for 1995-96.

ELECTION TO SENATE STANDING COMMITTEES

The following faculty were elected to fill vacancies on Senate standing committees:

COMMITTEE ON COMMITTEES

To replace Arthur Breipohl and Stewart Ryan, 1995-98 term:
Michelle Hanna (Botany & Microbiology)
Jay Smith (Educational Psychology)

FACULTY COMPENSATION COMMITTEE

To replace Susan Vehik, 1995-98 term:
Susan Vehik (Anthropology) [served a one-year term]

FACULTY WELFARE COMMITTEE

To replace Donald Pisani and Kenneth Wedel, 1995-98 term:
Donald Pisani (History) [served a one-year term]
Kenneth Wedel (Social Work) [served a one-year term]
To complete Trent Gabert's 1994-97 term:
Kay Womack (University Libraries)

EXECUTIVE COMMITTEE

To replace Larry Hill (Political Science), Rick Tepker (Law), and Eleanor Weinel (Architecture), 1995-96 term:
Adedeji Badiru (Industrial Engineering)
Carolyn Bremer (Music)
Lex Holmes (Economics)

Prof. Boyd thanked the 1994-95 Executive Committee members for their service.

PRESENTATION OF CERTIFICATES OF APPRECIATION

Certificates of Appreciation were presented to the following outgoing senators who completed full three-year terms (1992-95): Eric Anderson, Larry Hill, Kay Kincade, Kae Koger, Anant Kukreti, Ruediger Landes, Douglas Mock, David Morgan, Edward Sankowski, Regina Sullivan, William Sutton, Djebbar Tiab, and Deborah Watson. Certificates were also presented to the other senators whose terms were expiring and to the outgoing members of the Senate Executive Committee. Prof. Boyd congratulated the senators who received awards at the faculty tribute luncheon April 18. He presented Prof. Weaver-Meyers with a "new chair" kit.

RESOLUTION OF APPRECIATION TO PROFESSOR TOM W. BOYD

The Faculty Senate unanimously approved the following resolution of appreciation to Prof. Boyd, outgoing Senate Chair:

WHEREAS Professor Tom Boyd, as two-time recipient of the UOSA Professor of the Year award, represents the finest in our academy and a natural leader in our community as well as our elected leader in the senate;

WHEREAS he transitioned with yet another university administration and provided leadership in the redefinition of deans' and chairs' duties;

WHEREAS he convocated and reinvigorated undergraduates, sometimes without their knowledge or consent;

WHEREAS his capacity as mentor has benefitted students, peers and presidents alike;

WHEREAS Professor Boyd overcame numerous physical laws and established years of future study for the physics department by virtue of his ability to schedule himself simultaneously at university events, and be present;

WHEREAS his dedication to the role of teacher was ever clear, since he regularly attended his classes even before such attendance was made mandatory;

WHEREAS he waxed eloquently on the philosophical and ethical issues associated with our besieged retirement, thereby mystifying some legislators who found these concepts new and strange;

WHEREAS Professor Boyd's leadership has meant humor, grace and wisdom were ever-present in senate meetings;

BE IT THEREFORE RESOLVED that the University of Oklahoma Faculty Senate expresses its appreciation for Professor Boyd's tireless efforts at communicating the importance of faculty governance to the university administration, our community and the state.

Prof. Weaver-Meyers presented a certificate of appreciation and an engraved clock to Prof. Boyd. Prof. Pat Weaver-Meyers then assumed the office of 1995-96 Senate Chair.

LETTER-WRITING CAMPAIGN TO LEGISLATORS

Prof. Weaver-Meyers distributed a memo, printed at no expense to taxpayers, asking senators to write thank you letters to key state legislators and request help in solving the OTRS problem.

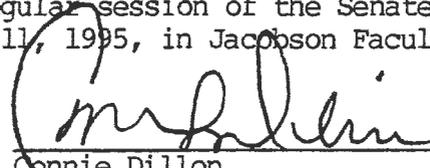
1995-96 CAMPUS DEPARTMENTAL REVIEW PANEL

Prof. Weaver-Meyers asked senators who are interested in serving on the campus departmental review panel next year to contact the Faculty Senate office. Engineering and Law are the areas being reviewed.

ADJOURNMENT

The meeting adjourned at 5:30 p.m. The next regular session of the Senate will be held at 3:30 p.m. on Monday, September 11, 1995, in Jacobson Faculty Hall 102.


Sonya Callgatter
Administrative Coordinator


Connie Dillon
Secretary

[Note: Goddard Health Center is initiating a new form for students to use as a class excuse. If this form poses a problem to any faculty, a formal discussion by the Faculty Senate can be scheduled this fall.]

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FACULTY SENATE NOMINEES FOR END-OF-THE-YEAR VACANCIES ON
COUNCILS/COMMITTEES/BOARDS (SPRING 1995)

ACADEMIC PROGRAMS COUNCIL (three-year term):

Loren Hill (Zoology)
Kathy Latrobe (Library & Info. Studies)

ACADEMIC REGULATIONS COMMITTEE (three-year term):

Forrest Frueh (Marketing)

ATHLETICS COUNCIL (three-year term):

Ken Hoving (Psychology)

BASS MEMORIAL SCHOLARSHIP COMMITTEE (two-year term):

Lex Holmes (Economics)

BUDGET COUNCIL (three-year term):

David Branch (Physics & Astronomy)

CAMPUS PLANNING COUNCIL (three-year term):

Eleanor Weinel (Architecture)
Mack Reynolds (Law) to complete Morgan's 1994-97 term

CAMPUS TENURE COMMITTEE (three-year term):

Keith Busby (MLL&L)
S. R. Gollahalli (AME)

COMMITTEE ON DISCRIMINATION (three-year term):

Phillip Gutierrez (Physics & Astronomy)
Edgar Heap of Birds (Art)

COMMITTEE ON SEXUAL HARASSMENT (three-year term):

Frank McQuarrie (Instr. Lead. & Acad. Curr.)
Francine Smith (Educ. Lead. & Pol. St.)
Ken McMillen (Journalism & Mass Comm.) to complete Ng's 1995-97 term

COMPUTING ADVISORY COMMITTEE (two-year term):

Bruce Mason (Physics & Astronomy)

CONTINUING EDUCATION AND PUBLIC SERVICE COUNCIL (three-year term):

Avraham Scherman (Educational Psychology)

ENVIRONMENTAL CONCERNS COMMITTEE (two-year term):

Ed Hilliard (Architecture)

FACULTY ADVISORY COMMITTEE TO THE PRESIDENT (two-year term):

Susan Caldwell (Art)

FACULTY APPEALS BOARD (four-year term):

Deborah Chester (Journalism & Mass Comm.)
John Chiodo (Instr. Lead. & Acad. Curr.)
Jack Cohn (Physics & Astronomy)
Robert M. Davis (English)
Karen Hayes-Thumann (Art)
David Jaffe (Journalism & Mass Comm.)
Drew Kershen (Law)
Peter Kutner (Law)
Lance Lobban (CEMS)
Marilyn Ogilvie (Univ. Libraries)
Andrew Strout (Art)
Richard Van Horn (Management)

FACULTY AWARDS AND HONORS COUNCIL (three-year term):

Ron Peters (Political Science)
Daniel Wren (Management)

FILM REVIEW COMMITTEE (two-year term):

Misha Nedeljkovich (Journalism & Mass Comm.)

GODDARD HEALTH CENTER REVIEW BOARD (one-year term):

Ramon Alonso (Management)
Linda Morton (Journalism & Mass Comm.)

HONORS COUNCIL (three-year term):

David Levy (History)

LEGAL PANEL (three-year term):

Mack Reynolds (Law)

PATENT ADVISORY COMMITTEE (three-year term):

Mark Gillett (Law)

RESEARCH COUNCIL (three-year term):

Robert M. Davis (English) [humanities and arts]
Frank Durso (Psychology) [social sciences and education]

RITA LOTTINVILLE PRIZE FOR FRESHMEN COMMITTEE (three-year term):

Mary Ellen Foley (Mathematics)

ROTC ADVISORY COMMITTEE (three-year term):

Charles Hildreth (Library & Info. Studies)

STUDENT CODE REVISION COMMITTEE (one-year term):

Samuel Osisanya (PGE)

UNIVERSITY LIBRARIES COMMITTEE (three-year term):

Rudiger Landes (Mathematics)
Mike Wiggins (PGE)

UNIVERSITY RECREATIONAL SERVICES ADVISORY COMMITTEE (two-year term):

Ann Cavallo (Instr. Lead. & Acad. Curr.)

In 1992 a survey of staff at the University of Oklahoma, conducted by the Personnel Policies Committee of Staff Senate, revealed a high level of interest in establishing some form of supervisory evaluation. The committee then designed an evaluation form and procedure that were subsequently found to be unsatisfactory.

This year Staff Senate appointed an ad hoc committee to take another look at supervisory evaluation and make further recommendations. The committee identified two major concerns: strengthening the performance of the individual supervisor and improving the overall management culture on campus. While seeking to address these two major issues, the ad hoc committee explored alternatives with potential for gaining wide acceptance.

The final proposal from the ad hoc committee was approved by Staff Senate at the February 1995 meeting. Because approximately one-third of staff are employed in academic areas supervised by faculty or faculty administrators, Staff Senate recognizes the importance of faculty and staff support for such a proposal.

PROPOSAL FOR SUPERVISORY REVIEW

- (1) All supervisors would attend a short (two days maximum) management seminar every three years.
 - Coordinated by Personnel Services, the seminar would focus on topics such as ethics in management, interpersonal communication skills, resolution of performance problems, and management styles and techniques.
 - No supervisor would be exempt from this training.
 - Failure to complete the training ~~would~~^{could} make the supervisor ineligible for pay raises and for promotions.
- (2) Personnel Services would train supervisors to conduct successfully an employee management review.
 - The supervisor would be instructed in and encouraged to use methods of communication to solicit feedback on his/her own performance throughout the year and utilize that input from employees to continually enhance supervision.
 - Sample forms would be made available to individual departments to conduct employee management reviews. It is anticipated that some departments might want to develop their own forms for this purpose.
 - The forms completed by the individual employees would be reviewed by the person above the supervisor and would remain in the department.
 - A summary form of the employee management review would be completed by the person above the supervisor to summarize the progress being made by the supervisor in soliciting feedback on his/her performance from employees and utilizing that information to improve his/her own performance.
 - This summary form would be a component of the supervisor's overall performance evaluation. At a minimum, the form would be completed during the supervisor's annual performance review, but it could be done more often in order to obtain more immediate feedback.
 - *The term "employee" as used in this proposal includes all continuous staff employees of the university and does not apply to temporary employees, student employees, graduate research assistants, or teaching assistants.*
- (3) A Staff Senate advisory committee would review the final plans for both the short management course and the forms for employee management review prior to their implementation.

(Revised 4/19/95)

NORMAN CAMPUS FACULTY SENATE
Resolution on Budget Principles

Submitted May 2, 1994, by the Committee on Faculty Compensation

Introduction

The Norman Campus Faculty, through its representatives, the Faculty Senate, recognizes that:

- 1) The primary missions of the University of Oklahoma are teaching, research and creative activity;
- 2) The direct responsibility for fulfilling these missions falls primarily upon the Faculty of the University;
- 3) To accomplish its missions, the University of Oklahoma must be able to attract and retain high quality faculty;
- 4) Only about 18 percent of the total Norman Campus Budget is spent on salaries paid to all teachers (about 44 percent when compared only to recurring state appropriations and student tuition and fees);
- 5) Faculty members at University of Oklahoma are undercompensated when compared to faculty at similar institutions;
- 6) The goals of attracting and retaining quality faculty, and thus the missions of the University, are best served by distributing whatever money is available for faculty raises fairly and equitably to all deserving faculty.
- 7) The Faculty of the University of Oklahoma are very concerned about the relative size and growth of the salaries paid to upper-level administrators.

Resolution

The Norman Campus Faculty, through its representatives, the Faculty Senate, urges the Regents and the Administrators of the University of Oklahoma to adopt the following budget principles:

- 1) *Fixed costs.* Increases in the fixed costs of operating the University must be paid, but every attempt should be made to keep such increases prudent (for example by actively observing and promoting conservation measures).
- 2) *Faculty salaries.* The **first** priority after fixed costs is faculty salaries. Faculty whose performance has been evaluated to be satisfactory should receive raises commensurate with the increase in their cost of living (as measured by the Consumer Price Index for the State of Oklahoma), and faculty whose performance has been evaluated to be good, excellent or outstanding should receive correspondingly larger raises. In addition, every year the Provost should provide a pool of money to address salary distribution inequities such as those related to race, gender, compression and inversion.
- 3) *Strategic reallocation.* If after allocating funds to pay for increased fixed costs and faculty salary increases and staff salary increases there remains a shortfall in the budget, then that shortfall should be made up by budget reallocation in accordance with a strategic plan for the University into which faculty and staff have had broad-based input. Care should be taken that a shortfall *not* lead to de facto general reductions in academic units' graduate assistant and maintenance and operations budgets.
- 4) *Administrative salaries.*
 - (a) The average percentage salary increase for upper-level administrators should not exceed the average percentage salary increase for tenured and tenure-track faculty.
 - (b) New administrative or administrative staff positions, or reclassification of currently-in-place administrators or administrative staff, should be justified by *no* net increase in the total percentage of the University budget devoted to administration.
- 5) *Regular reporting.* The Provost should regularly report to the Faculty Senate regarding the University's observance of these budget principles.

UNIVERSITY OF OKLAHOMA STUDENT ASSOCIATION
UNDERGRADUATE STUDENT CONGRESS
21 MARCH 1995
GRADUATE STUDENT SENATE
2 APRIL 1995

CONGRESSIONAL BILL NO. 530814
SENATE BILL NO. GS95 -7

TITLE: AN ACT IMPLEMENTING A CHANGE IN THE ACCESS TO FACULTY/STAFF PARKING LOTS

SECTION 1: This act shall be known and may be cited as AN ACT IMPLEMENTING A CHANGE IN THE ACCESS TO FACULTY/STAFF PARKING LOTS

SECTION 2: The purpose of this act is to provide additional afternoon and evening parking for students

SECTION 3: All faculty/staff parking facilities, except for the designated 24 hour faculty/staff parking facilities, shall be accessible to any OU parking permit owner, after 3:00 p.m.

SECTION 4: All gates at faculty/staff parking facilities, except for the designated 24 hour faculty/staff parking facilities, shall be raised at 3:00 p.m.

SECTION 5: This act is hereby enacted.

SECTION 6: This act shall become effective when passed in accordance with the UOSA Constitution.

Author of the bill: Scott C. Martin and Saul A. Magaña

Submitted to Congress on a motion by: Amy Cobb

Action taken by Congress: Passed by consent.

Verified by Chair of Congress: Ronald Craig Hayes Date: 3-29-95

Submitted to Senate on a motion by: Whitley Cooke

Action taken by Senate: Passed, 49 in favor, 4 against, and 7 abstentions

Verified by Chair of Senate: Thomas D. [Signature] Date: 4-3-95

Approved by UOSA President: Scott C. Martin Date: 4-4-95