

## UNIVERSITY SENATE MINUTES

The second meeting of the University Senate for the 1969-1970 school year was called to order by the Vice Chairman, Lawrence A. Ianni, at 4:00 p.m. on Tuesday, November 18, 1969, in Cogswell Auditorium. A quorum was present. Five Student Government observers were present. The minutes of the previous meeting were approved as published.

Craig G. Swauger moved and Maurice L. Rider seconded to adopt the following resolution which was adopted unanimously:

"Be it noted that on November 13, 1969, the Faculty Senate of Indiana University of Pennsylvania lost an able and estimable colleague in the death of Dr. Arthur F. Nicholson. Dr. Nicholson was one of the chief architects of the original constitution of the University Senate and served as Parliamentarian of the Senate from its inception until the time of his death. Dr. Nicholson will be vividly remembered for his candor and his scrupulous attention to procedure, both of which made it possible for the organization to function with efficiency and relevance. He was staunchly dedicated to the faculty's right of free expression, insisting on this right no less for others than for himself. Consequently, he strove to improve rather than to please, to clarify rather than to comfort, and to assert principle rather than to placate. He will be missed by all who admire integrity and forthrightness."

Patsy A. Zitelli moved and Gary L. Buckwalter seconded that the report of Committee A (Nominating) be accepted. The motion carried and approved the following:

"The committee met to select nominees for a special election on November 18, 1969 to fill single vacancies that exist in each of three senate committees. The nature of the vacancies as well as the nominees' names follow: Development Committee -- To complete the unexpired portion of Dr. Robert Vowels' term which ends in 1970. 1. Dale M. Shafer 2. Dwight E. Sollberger Continuing and Nonresident Education Committee -- For a full term to fill a post that was accidentally left vacant at last year's election. 1. Charles A. Godlasky 2. George D. Zepp Curriculum Committee -- To complete the remainder of Dr. Wayne Hayward's term which expires in 1971. 1. Herbert E. Isar 2. Irwin M. Marcus. The floor was opened for additional nominations and there were none. Paul R. Wunz, Jr. moved, Charles Levinson seconded, and it carried to close nominations. A vote was taken and the tellers appointed were Alice K. Schuster, Chairman, A. E. Drumheller, and Ralph M. Glott. Those elected were Dale M. Shafer, Charles A. Godlasky, and Irwin M. Marcus.

Ida Z. Arms moved and Margaret L. Beck seconded that the report of Committee C (Curriculum) be approved. A typographical error under item A. 2. was corrected to read "Health and Illness" instead of "Health and Science." The motion carried and approved:

"A. Course requests approved by the Curriculum Committee of the School involved: 1. School of Home Economics: Study Tour in Oriental Family Life (To be offered during summer session, 1970) 2. New courses to be added as approved by the Curriculum Committee of the School of Arts and Sciences: Philosophy 310 Oriental Religio-Philosophic Thought, Philosophy 311 Western Religious Thought in Development (Does not imply approval of new major or minor in Department of Philosophy), Anthropology 321 Methods of Cross-Cultural Analysis, Sociology 342 Social and Cultural Aspects of Health and Illness, Sociology 345 Social Dynamics, French 461 The Structures of French and English, History 368 History of the United States, 1900-1929, and Criminology 498 Supervised Professional Experiences.

"B. The Curriculum Committee approved the creation of a Department of Safety Sciences which will offer a B.S. in Safety Management. The following motion was made, seconded and approved: 'In view of the fact that this proposal was initially approved in 1966 by the Board of Trustees, and further conforms to the current self study of the School of Health Services, with respect to the Project 70's Report, it is moved that the proposal for the creation of a Department of Safety Sciences offering a B.S. in Safety Management be accepted.'"

Lawrence A. Ianni apologized for skipping the report of Committee B (Steering) and asked for its report, which was given by Dorothy Lucker, Chairman:

"The Steering Committee solicits guidance from the President and Vice-President of the Senate and asks for advisement about its function and procedure on the following matters: 1. Frequency with which some committees repeatedly submit for the Agenda 'No report at this time.' 2. Omission in Faculty News for an extended period of any minutes of meetings of some of the committees. 3. Actions of committees reported in published minutes (in Faculty News) but not reported to the Steering Committee for placement on the Agenda. 4. Activating of committee action on recommendations previously submitted to the Senate and returned to the committee for clarification or modification. 5. Disposition of matters on which Senate action has been rejected by the Board of Trustees."

The reply from William W. Hassler, Chairman, was as follows: "With respect to your invitation to submit suggestions concerning the Steering Committee's function and procedure on five matters, I would like to comment as follows:

"1. Committees which indicate 'no report at this time' could at least submit a list of the dates on which they have met subsequent to the last Senate meeting, together with brief progress reports.

"2. My only suggestion concerning the omission of committee minutes from the Faculty News for extended periods would be for the Steering Committee to call this fact to the attention of such a committee and encourage it to send its minutes to the Faculty News.

"3. Perhaps this problem is simply one of clarifying the procedure which should be followed. Some committee chairmen may assume that the publication of committee minutes in the Faculty News automatically means that they will be included on the agenda for the next Senate meeting. A clarifying memo to the chairman on this point seems in order.

"4. I suggest that you consult Dr. Nicholson, our parliamentarian, to ascertain the correct procedure involved in activating committee action on recommendations previously submitted to the Senate and returned to the committee for clarification or modification. I also suggest that the Steering Committee could cull the minutes of each Senate meeting for such cases and remind the committee chairman of his responsibility to resubmit such actions as soon as possible.

"5. The procedure to be followed in cases of matters in which the Board of Trustees rejects actions approved by the Senate is this: After the Board takes action in rejecting a Senate-approved matter, I shall notify the committee involved and at the same time indicate any action that seems to be needed. I also shall endeavor to clarify the position of the Board. The committee will then proceed in the manner called for."

The reply from Lawrence A. Ianni, Vice Chairman, was as follows: "The Vice Chairman concurs with all the reactions of the Chairman with regard to the issues raised by Committee and wishes to add the following comments:

"With regard to matters two and three, the constitution of the senate reads: 'The Chairman of each committee shall be responsible for filing a copy of a report of each meeting with the Chairman of Committee B as soon as possible following each meeting.' This regulation clearly establishes that Committee B should not have to examine The Faculty News to determine items for the agenda. It also infers the admonitory powers of Committee B, since that group would be derelict in duty if the actions of senate committees did not find their way to the agenda for necessary approval by the senate. An examination of the Senate Constitution will show that committees are not required to publish their minutes in The Faculty News.

"With regard to matter four, the constitution of the senate reads: 'Should the University Senate negatively act upon a policy recommended by a committee, such policy shall be without effect until reconsidered by the particular committee and approved by the Senate.' This regulation appears to indicate that any committee recommendation rejected by the senate must inevitably be classed as old or unfinished business by that group and must come up for consideration at its next meeting after the senate's action.

"With regard to the fifth matter, it is the opinion of the vice chairman that rejection of senate action by the trustees must--in the absence of any statement to the contrary in the present by-laws--must be construed as a return to committee. Consequently, any revision proposed by the committee must again be approved by the senate before it can be submitted to the Board of Trustees.

"The occurrence of these issues suggests to the vice chairman that these are areas of operation in which our present by-laws need clarification or elaboration, and he recommends to Committee B that it submit its suggestions for such improvements to the ad hoc committee presently working on a revision of the senate constitution."

Gary L. Buckwalter moved, Daniel G. Reiber seconded, and it carried to adopt the responses of the Chairman and Vice Chairman.

There were no reports from Committee D (Academic Standards) or Committee E (Faculty Tenure, Etc.).

Lawrence A. Ianni ceded the chair to William R. Smith so that he could present the report of the Consultative Committee to Revise the Employment Manual. The report on the agenda read:

"Since its election by the Senate last year, a consultative committee has been working jointly with Committee E to formulate proposed revisions in the Manual of Employment, which is a document stating university policy on such matters as hiring, contracts,

summer teaching, probation and tenure, causes and due process for dismissal, promotion and merit increases, retirement, sabbaticals, unpaid leaves of absence, and sick leave. The recommendations of this group are now complete and ready to be submitted to the Senate for consideration of adoption at the November 18, 1969, meeting. A draft of the recommendations is being sent to all members of the Senate under separate cover in a format that will permit the reader to recognize what has been retained, deleted and added to the present wording of the manual. The committee urges all members to peruse the document carefully despite its considerable length so that they will not be confronted with the necessity of making hasty judgments on these important university policies."

Ianni said that in Part A, the committee added a procedure for the faculty to participate in the selection of a department chairman and for evaluation of foreign credentials. Ianni moved to adopt Part A and it was seconded by Maurice L. Rider. Robert H. Saylor asked for clarification of not permitting first-year faculty members to vote for selection of department chairmen. Ianni replied that it was the feeling of the committee that first-year faculty might not be familiar with persons under consideration for department chairman. Gary L. Buckwalter asked whether deans would have veto power in faculty selection. Ianni said that the dean of the school must concur or the employment contract could not be approved.

Charles Levinson said that there was no mention of acting deans or acting chairmen and there were no guidelines for staff appointments. Ianni said the committee did not consider this matter of acting deans or chairmen since this was a temporary matter. With regard to the second item, he said there are other places in the manual that seem to be guidelines, such as requirements for faculty rank, etc. Elizabeth A. Schmidt said there should be either experience or documentation of preparation for administration. Ianni said there is no tenure for administrative positions and there is a mechanism for removal. Eleanor B. Roseman said calling for a new chairman would be an impeachment procedure and it would be slow and painful. If there were a three or five-year tenure for chairmen, it would be easier for department members to change chairmen. Ianni said that all powers not denied to faculty are theirs. Robert Reynolds asked whether part-time or two-thirds people would be allowed to vote and Ianni said this matter did not cross the minds of the committee.

Charles Levinson said if there is no limitation on acting chairmen, they could go on forever. Raymona E. Hull said that if you tried to hire an outsider for a limited-term chairmanship, some persons would not accept the position under the limited conditions. Eleanor B. Roseman suggested that the chairmanship be renewable and that the performance of the chairman be reviewed. A vote was then taken and Part A - Staff Selection - was approved.

Ianni moved to accept the subsection of Part A pertaining to Faculty Selection for Summer Teaching and Thomas G. Gault seconded. Elizabeth A. Schmidt said that if preference is given to department chairmen and senior members, it might mean that you will have a person who is not a specialist in an area teaching a course. William R. Smith said that the section "needs of the University" would take care of the matter. The motion carried.

Ianni moved and Patsy A. Zitelli seconded to accept Part B - Contracts and Tenure. Ianni said anyone under probation now would come under the old policy and that the continuous employment age was raised to 62 from 60. Albert J. Wahl said he was speaking for an absent colleague, Marshall G. Flamm. He felt that at the top of page 6 the "new" salary figure should read "stipulated" salary figure. On page 7, line 3, "Any staff member might be given tenure at the end of the third year of employment." was unnecessary in the light of what is said in the last sentence of the paragraph. In the same paragraph, "the probationary period shall be five years," should read "the probationary period shall not exceed five years . . .". Ianni said he was aware of the redundancy but he did not feel that these items are real problems. Richard Hazley asked whether it would be possible to adopt the items with the changes. Ianni said the Senate does not have the right of amendment from the floor. The item would have to be sent back to the committee for the change.

Charles Levinson said he thought there should be a yearly evaluation so that there would not be a bombshell dropped after three years. He added that there was nothing in the section for part-time employees. Ianni said the person being evaluated should see his yearly evaluation and the part-time employee would be held to the same regulations as the full-time people. Ianni asked what the present policy was with regard to tenure for part-time people. Ralph W. Cordier said there is no tenure since it is rarely that a part-time person teaches for more than a few years. The question was called and in a standing vote it was 89 for the motion and 42 against it.

Ianni moved and Louis Sutton seconded to accept Part C - Reasons for Cessation of Employment. Ianni said he was asked why the terms in the section were not defined and he said the committee could not make definitions of the terms. A vote was taken and the motion carried.



For Part D - Procedure for Termination of Service for Those in Continuous Employment, Ianni said the committee had rewritten at due length the due process. The committee felt the deans were involved too soon and the matters should try to be resolved by the departments. The guidelines were entirely in accord with provisions of the AAUP. Albert J. Wahl again spoke for Marshall G. Flamm and suggested that the last three lines of the paragraph at the bottom of page 11 be rephrased to read "recommendation to the President or, in the event that the President of the University himself is the object of the complaints, then to the Board of Trustees."

Charles Levinson asked whether the committee thought that treason was a lesser offense than immorality. Ianni said it was the feeling that treason is a legal matter and by excising it, the University would save itself the embarrassment of trying to try someone for treason. A question was called and the motion carried.

Ianni said the committee did not make any changes, just clarifications, for Part E - Procedure for Termination of Services of Those Accepting Another Position, Part F - Procedure of Appeal - Grievances, and Part G - Academic Freedom. He moved Parts E - F - G be accepted and Walter T. Shea seconded. The motion carried.

Ianni said that the ad hoc committee had worked with Committee E regarding the item concerning promotion. He moved and Dale E. Landon seconded to accept Part H - Promotion and Merit Increases - in the portion pertaining to promotion. William R. Shane asked how law degrees were to be regarded. He said most of the 120 law schools have changed their degrees to Juris Doctoris from an undergraduate degree which required more years of school than most undergraduate degrees. Ianni said an agency in the Department of Education has the job of evaluating foreign degrees and perhaps it could also evaluate the law degree. Richard Hazley said in the fields of Art and Music the MFA is a terminal degree and is discriminated against. Perhaps the Senate should consider this matter at some time.

Richard M. Strawcutter remarked about the deletion of a salary schedule on page 15. Ianni said the reason the committee removed the salary schedule is that anything put in there would be out of date very promptly. He added that the item on page 17 should be clarified. William R. Smith said Dr. Hassler has appointed Raymond L. Lee as Parliamentarian. Lee was asked if there was any way to amend the item. Lee replied that under the existing by-laws an amendment was impossible. He suggested that the item be adopted as it is with the understanding that the committee would make the change in the future. Allowing for amendments would open for much confusion in the Senate activities. Richard Kolaczowski asked about the limit of 30 percent on full professors. Ralph W. Cordier said this is the law according to the Department of Education. Carolyn Grundy said on page 16 under item B 2, second line, the word "of" between the words "independent study" should be eliminated. A vote was taken and there were 94 for the motion and 14 against, so the motion carried.

Ianni moved and Maurice L. Rider seconded to adopt the section on Merit Increases, which was on page 18. Melvin R. Woodard asked about the confidentiality of the deliberations for merit raises and whether the department chairman was a voting member of the committee. Ianni said it is his understanding that the department chairman is a voting member of the committee when a department member is under consideration. Also, there would be confidentiality on actions concerning merit raises. Robert H. Saylor asked whether "post-doctorate" should be used in place of "pursuit of graduate study" in item 2. Ianni said he felt that post-doctorate was implied. Richard M. Strawcutter said there should be a statement of intent whether a merit increase is a one-year thing or should it be taken into consideration when a new salary schedule comes about. Is a merit increase a certain step on the salary schedule or is it effective until the next salary schedule takes effect?

Ianni said there is brevity in this section of the document. This is the way it came to the ad hoc committee from Committee J. This is an area which is difficult to spell out and can lead into great difficulty. A question was called with 72 for acceptance and 34 against acceptance. The motion carried.

For Part I - Retirement - Ianni said that the principal change is that regarding the going on an annual basis at 62 instead of 60. This provides a hearing procedure in case a person is recommended for termination. The committee must let the person come to the meeting to make the presentation. Ianni moved and Wallace F. Morrell seconded to adopt Part I. John W. Reid asked why 62 was selected instead of 65. Ianni said the reason is that a person is eligible for retirement at 62 on the state and social security level. The committee chose 62 instead of 65 since this is the earliest at which a person is eligible for retirement. Blaine C Crooks asked whether it meant that at 62 everyone must appear before the committee. Ianni said the intent of the committee was that a person would be invited before the committee if he is being considered for termination. If a person does not get a notice, it is assumed that he will continue. A question was called and the motion was rejected.

Ianni said the items in Part J - Sabbatical Leaves and Leaves of Absence - were legislative and moved for their adoption. It was seconded by Margaret L. Beck and the motion carried.

Ianni moved and Thomas G. Gault seconded to accept Part K - Sick Leave, Part L - Group Hospitalization, Part M - Leonard Loan Fund, Part N - Workmen's Compensation, Part O - U. S. Savings Bonds, and Part P - Travel. Charles Levinson asked whether the days mentioned in the section were working days. Ianni said this was correct. The motion carried.

The chair was returned to Lawrence A. Ianni to continue the meeting.

There was no report from Committee F (Graduate Council).

Robert L. Woodard reported for Committee G (Research). Donald G. Eisen asked why the research was limited to faculty literary research other than scientific research. Woodard said literary research is used in its broadest sense and would include science students. The money does not come from the state but comes from the University Foundation. This is a budgetary matter and the money has to be spread among all the people. Woodard moved to accept Part A, Maurice L. Rider seconded, and the motion carried to accept the following:

"A. It has been necessary to reexamine the policy established with the library to support faculty literary research. There will be an attempt to continue this service as in the past within the following guidelines.

"1. The use of this service is not intended to support research leading to the doctoral dissertation.

"2. No faculty member may exceed a charge of \$25.00 in the whole school year, September 1, 1969 to September 1, 1970.

"3. All use of the service must be requested on a job description identifying the item and amount of service required, the cost, its research nature, and justification. This file will be submitted by the librarian, together with the log as in the past, to the Research Committee as a basis for securing an additional allocation of funds.

"4. The maximum amount which the Research Committee can allocate for this service during the current year is \$2,000.

Part B of the report was the following announcement: "Twelve proposals for the Faculty Research Summer Fellowship Program, 1970 have been submitted. At the time of proposing the agenda for the Senate meeting, deliberations for making awards have not been completed. It is anticipated that three such fellowships will be awarded for 1970 and that announcement of the recipients can be made at the Senate Meeting on November 18, 1970."

Lorrie J. Bright reported for Committee H (Student Affairs and Athletics). Robert H. Saylor asked if the committee had on file the statements of objectives, etc. of various campus organizations. Bright replied that they were on file with the committee. Bright moved, Ford H. Swigart seconded, and it carried to accept the following:

"A. Approval of advisers to student organizations: Black Progressives -- Mr. Benjamin Miller, Art Department; Amateur Radio Club -- Dr. Dale Shafer, Mathematics Department, Mr. Donald French, Engineer, McCreary Tire and Rubber; Theta Xi Fraternity -- Mr. Richard Madden, Learning Resources and Mass Media."

There were no reports from Committee I (Development), Committee J (Faculty Affairs), and Committee K (Continuing and Non-resident Education).

There were no questions for the President's ad hoc Committee on Academic Vision.

Dale E. Landon called attention to the report of the Academic Council meeting made in the November 12 issue of the Faculty News. He said he felt that some of the items in the report should have come from Committee D since it was announced at a previous Senate meeting that all except housekeeping chores were transferred to Committee D from Academic Council. Ianni said he would direct the Steering Committee to explore the matter with Committee D.

Charles Levinson said he felt that the Consultative Committee to Revise the Employment Manual should consider the matters of definition of part-time employees, selection of deans, and appeal mechanics for denial of tenure. Lorrie J. Bright said these matters could be brought to Committee J since the sections pertaining to these items had already been approved. The meeting was then adjourned.

Respectfully submitted,

*John A. Polesky*  
John A. Polesky, Secretary

Upon a motion duly seconded and carried by unanimous vote, the Board of Trustees at its meeting on December 12, 1969, approved the actions of the November 18, 1969, meeting of the University Senate with the exception of the report of the Consultative Committee to Revise the Employment Manual.