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- Feb. 2, 1978      Corr: Betty Robinett to V.P. Kegler: SCC responses to Issue/Action Papers (Jan. 30, 1978)

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- Sept. 15, 1977      Memo: re procedures and documentation supporting recommendations for promotion and tenure by V.P. Koffler and Dean Ibele (Oct. 1, 1977)

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Feb. 2, 1978 Memo: V.P. Wilderson and V.P. Brown to Pres. Magrath re registration system improvements (Jan. 18, 1978)

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Salary Equalization

Jan. 5, 1978 Doc: from Legislative House File (n.d.)

Mar. 2, 1978 Corr: Prof. Robinett to Pres. Magrath: SCC Comments re Equalization Study (March 3, 1978)

June 1, 1978 Corr: Pres. Magrath to Prof. Robinett re equity money and merit money (May 23, 1978)

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Jan. 5, 1978 Memo: Prof. Zaidi, Chair, UCBRR, to Chairpersons of Senate Committees, re origins of UCBRR (Dec. 19, 1977)

Doc: "Responsibilities and Activities of the University Committee on Biennial Request and Budget Review" (n.d.)

Feb. 9, 1978 Corr: SCC to UCBRR summarizing its discussions (Feb. 9, 1978)

Corr: V.P. Brown to Prof. Zaidi re UCBRR's consultative role in budget preparation (Feb. 6, 1978)

University Committee on Biennial Request and Budget Review (cont.)

Mar. 2, 1978 Doc: UCRRBR Questions on Retrenchment (Feb. 27, 1978)

Apr. 13, 1978 Memo: Harriet Lewis to UCRRBR re Health Sciences  
Interim Working Budget (April 13, 1978)

Memo: Harriet Lewis to UCRRBR re Administrative and  
Plant Requests (April 17, 1978)

Memo: Harriet Lewis to UCRRBR re Student Affairs Requests  
(April 18, 1978)

Apr. 27, 1978 Memo and Doc: UCRRBR Comments to Pres. Magrath on  
Phase I of the 1978-81 Biennial Request  
(April 23, 1978)



UNIVERSITY OF MINNESOTA  
TWIN CITIES

Twin Cities Student Assembly  
240 Coffman Memorial Union  
300 Washington Avenue S.E.  
Minneapolis, Minnesota 55455

11 May 1978

TO: Dick Cook  
Steve Carlson  
Al Hovind  
Tim Meehan  
Kathy Peterson

FROM: Harriet Lewis (HL)

RE: Annual Report of the Student Consultative Committee

Attached is the annual report of the Student Consultative Committee. To facilitate the production of this report, I have started with the annual report of the All University Senate Consultative Committee, approved 11 May 1978, and have added to that report answers to the specific questions posed to me in your requests for committee reports. Note that the attendance figures do not include the May 11 meeting, nor the two other meetings which have been scheduled for the remainder of this year. Thank you for your interest in our committee.

cc: Members of the Student Consultative Committee  
Linda Compton ✓

ANNUAL REPORT TO THE UNIVERSITY SENATE:  
ALL UNIVERSITY SENATE CONSULTATIVE COMMITTEE

(Reported for Information on May 25, 1978)

The Senate Consultative Committee serves three primary functions: it is the Executive Committee and steering body of the University Senate; it serves as a consultative body to the President by providing a channel for student and faculty concerns; and it serves as a coordinating committee between administrative offices and the University Senate. Under this charge, the Consultative Committee convened one summer meeting and twenty meetings during the academic year of the Committee as a whole, and nine meetings with the President and other administrative officials to discuss matters of policy relating to educational interests of the University, legislative relations, personnel, service functions, research activities, the budget and the general financial condition of the University, and additional issues of concern to faculty and students.

I. The steering role of the Committee

- 1) The Committee chairman served as a liaison to the chairman of the University Committee on Business and Rules and to the Clerk of the Senate to advise when needed regarding establishment of the Senate calendar, gathering of materials for Senate dockets, and setting the order of Senate business.
  
- 2) The Senate Budget Subcommittee, established for the first time in 1975-76, met during the fall to establish the budgetary allocations for Senate and University committees for the coming academic year. Following the guidelines established by the Senate Consultative Committee, the Budget Subcommittee asked for funding requests from Senate and University committees for the 1978-79 academic year, to

be reviewed over the summer and allocations made by the next fall quarter. The Subcommittee conferred as necessary during the year to consider budgetary requests for the current academic year (1977-78).

The Subcommittee continues to be a permanent part of the overall governance structure of the Senate, serving to coordinate budget requests from Senate and University committees for each academic year. The vice chairman of the Senate chairs the Subcommittee which has as its members the chairman of the Consultative Committee, a faculty and a student representative from the Consultative Committee.

- 3) The Facilitative Committee, chaired by the SCC chairman, met at the beginning of the academic year; the committee is now in its fourth year of operation. The agenda included a review of the major issues and agenda items for each of the Senate committees for the 1977-78 academic year and a discussion of relationships between Senate committees and the University committees which report through them. The Facilitative Committee convened during spring quarter to review the past year's activities, discuss the structure of the Senate, and plan for the future.

## II. The consultative and executive role of the Committee

- 1) During the course of regularly scheduled meetings, a number of administrative officials were invited to discuss major policy issues of University-wide concern. Dr. James Preus, Coordinator of Student Support Services in the Office of Admissions & Records, Twin Cities Campus, and Ms. Ruth Retzlaff, Assistant Supervisor, Records (UMM) met



with the Consultative Committee during meetings held on the respective campuses to discuss in detail the information and recommendations contained in the Registration System Proposals that will be written in final form during spring quarter or early summer. Associate Vice President Albert Linck, Academic Affairs, and Thomas Benson, Staff Consultant to the Vice President, Academic Affairs, met with the Committee to review the proposals outlined in the Interim Report on Outreach at the University. Vice Presidents Stanley Kegler and Henry Koffler met with the Consultative Committee to discuss the recommendations of the Planning Council in regard to the committee structure of the University Senate vis á vis presidential task forces or other groups whose work may overlap with that of the University Senate committees; also discussed was the issue of long-range planning at the University as mentioned in the Issue/Action Papers prepared by a subcommittee of the Planning Council. Vice President Lyle French, Health Sciences, and Dean N.L. Gault, Jr. of the Medical School are scheduled to meet with the Committee in June.

The Committee also heard from various faculty and student representatives on issues of University-wide concern. Professor John Brandl, Professor of Public Affairs and State Representative, met with the Committee to give his views on how legislative relations might be improved. Professor Lloyd Lofquist, Professor of Psychology, had chaired a task force to review the Office of Vice President for Health Sciences. He met with the Committee to discuss the procedures

that were used to conduct the review and commented on improvements that he would recommend the next time a review of an administrative office is conducted. Professors James Werntz and Albert Yonas met with the Committee to present information on the Educational Development Program in University College. Professor Thomas Clayton, Professor of English, provided the Committee with an informal proposal for establishment of the position of faculty ombudsman. Professor Fred Lukerman, Professor of Geography, shared with the Consultative Committee the experiences his department has had since instituting the "J" classification for its faculty.

- 2) The Committee is interested in continuing to develop a strong consultative relationship with the faculty and students of the University, as well as with the central administration. At the beginning of winter quarter advertisements were placed in the newspapers of the Duluth, Morris, and Twin Cities campuses stating the Committee's charge, membership, and meeting schedule for the quarter. Throughout the year notices have been placed in the Minnesota Daily for all meetings of the Committee as a whole. The Committee believes that such announcements encourage communication on issues of concern and attendance at meetings by members of the University community.
- 3) In its regular meetings with the President, the Committee enjoyed frank and open discussion with him on issues of concern to faculty and students. Items discussed included the consultative role of the Committee and of the University Committee on Biennial Request

and Budget Review (UCBRBR) to the central administration; the Salary Equalization Study; the Student Access Report; the Capital Budget Request; the Biennial Budget Request; legislative relations; review procedures for administrative offices; use of enrollment-based budgeting; '77-'78 mid-year retrenchment; reassignment of responsibilities within the President's staff; and, in general, the financial condition of the University and long-range planning efforts to maintain academic excellence at the University.

- 4) The Consultative Committee designated faculty representatives to serve on a number of administrative task forces, committees, or other groups, including those dealing with the new copyright law; Regulation 504 - Non-Discrimination on the Basis of Handicap; and the Student Legal Service Board of Directors.

In the early part of spring quarter, the chairman of the Senate Consultative Committee was appointed by the President (with the consent and approval of the University Senate) as Vice Chairman, Pro Tem, of the University Senate and the Twin Cities Campus Assembly for spring quarter. (This appointment was necessitated by the fact that the Vice Chairman for the University Senate and the Twin Cities Campus Assembly was on leave for spring quarter.)

- 5) Faculty relationships with the Board of Regents continued to be strengthened and formalized through regular quarterly meetings of the Faculty Consultative Committee and the Regents. Matters of

general concern to faculty were discussed and an increased understanding was achieved as a result of these dialogues. Among items covered were legislative relations, both those activities in which faculty are currently engaged, as well as a discussion on how these relations might be further improved; faculty salaries; and the operation of the University in a time of stable or declining enrollments.

Student representation on the Regents' Committee of the Whole was instituted this year, partly due to the efforts of the Student Consultative Committee. This group met regularly with the Student Representatives to the Regents, to reinforce the liaison role these groups exercise on behalf of the constituency they share in common and to facilitate the flow of information on matters of concern to students at the University.

### III. Intercampus Activities

The Committee held meetings on the Duluth and Morris coordinate campuses again this year (UMD - May 18; UMM - February 9). These meetings serve to underscore the charge to the Committee that it is constituted as an all-University committee, responsible for dealing with issues of University-wide concern. Also, a faculty and a student representative from each of the two campuses are regular members on the Committee, contributing the perspective of coordinate campuses in general to discussions of matters which the Committee takes under deliberation.

Members of the University community located at Morris and Duluth were afforded the opportunity of observing a regular session of the Consultative Committee where matters of University-wide concern were discussed and acted upon, and other usual business of the Committee was conducted; luncheon was an occasion for informal conversation with representatives from the faculty, student groups, and administration of the respective campuses; walking tours gave the Committee a sense of the environment and special features of each campus; in the afternoon, open forums were conducted where a dialogue was held between the Committee and those making up the constituencies on the campuses; also, there was a frank sharing with the Committee of local concerns the campuses wished to have reported to the central administration.

#### IV. Extra-University Relations

The Legislative Relations Advisory Committee (LRAC) was established this year as a subcommittee of the Consultative Committee comprised of four of the faculty representatives on the Committee (three Twin Cities faculty members and one coordinate campus faculty member). LRAC met informally during the year with individual legislative representatives in an attempt to present a faculty viewpoint on such items as research at the University and how it relates to the teaching efforts of the faculty. The presentation process for the 1979-81 Biennial Request to the legislature from the University also came under review. Vice President Stanley Kegler, Office of Institutional Relations, acted as liaison for the faculty group.

The chairman of the Student Consultative Committee worked with Vice President Kegler to establish the Graduate Student Legislative Relations Advisory Committee (GSLRAC). This group of students met with individual legislative representatives

to highlight the special concerns of students in graduate or professional programs at the University, particularly in terms of the impact research has on graduate education and the attendant need for adequate funding and philosophical support from the legislature for such endeavors.

#### V. University Committee on Biennial Request and Budget Review

The University Committee on Biennial Request and Budget Review (UCBRBR), which reports to the Senate through the Consultative Committee, enjoyed its first full year of operation during 1977-78. The consultation process with central administration on the preparation of and philosophy underlying the University's 1979-81 Biennial Request to the legislature was developed and much confidence was gained in the consultative method as an approach to institutional planning. This year's schedule made heavy demands on members of the committee, to which they responded with dedication and increased effort. It is hoped that this committee will continue its work in the direction of increasing the involvement of faculty and students in the budgetary planning process at the University.

#### VI. Search Committee Role

The Senate Consultative Committee was given the charge in early September by the President to designate a Search Committee for the Office of Vice President for Administrative Operations (now known as the Office of the Vice President for Administration and Planning). The Committee concurred in designating its full membership of faculty and students to serve in this capacity. The Search Committee met a total of five times to develop a list of nominees and conduct

interviews. The President recommended to the Regents the appointment of a candidate from the list supplied him by the Search Committee. The Regents confirmed the appointment of Professor Robert A. Stein at their December 9, 1977 meeting.

#### VII. Issues of Special Concern to Faculty

The Consultative Committee was involved in an exchange of views with central administration and others on several issues that were and are of particular concern to faculty: the Salary Equalization Study; 1977-78 mid-year retrenchment; continuation of the Educational Development Program; the use of administrators as grievance officers; the defense and indemnification of faculty and staff; and the process of presenting the Biennial Request to the legislature.

#### VIII. Issues of Special Concern to Students

This academic year saw the publication of several reports prepared by various task forces which studied issues of special concern to students and made recommendations based on their findings. The seven elected student representatives on the Consultative Committee participated in the review and evaluation of these reports, as well as making their own views known to the full Committee on the implications for students of many of the recommendations contained in the Student Access Report; the Interim Report on Outreach; the Registration System Proposals; and the Graduate School Tuition Proposals.

IX. Issues of Continuing Concern

The Consultative Committee will continue to be active in pursuing further consultation with members of central administration on the preparation and presentation of the 1979-81 Biennial Request to the legislature, primarily through the University Committee on Biennial Request and Budget Review (UCBRBR). The Committee will continue to be concerned with such matters as the status of the Tenure Code, the consulting policy, and grievance procedures; outreach; student access; student retention; review procedures for administrative offices; the Registration System Proposals; enrollment-based budgeting, especially as it impacts on long-range academic planning and maintenance of academic standards of excellence at the University; and planning for the future in a time of stable or declining enrollments.

In its role as Steering Committee for the University Senate, the Committee will continue to examine Senate structure and the functioning of Senate committees, and will work through the Facilitative Committee to ensure the orderly flow of business through the Senate.

BETTY WALLACE ROBINETT  
Chair



OTHER ACTIONS OF THE STUDENT CONSULTATIVE COMMITTEE  
NOT PREVIOUSLY MENTIONED IN THIS REPORT

The Student Consultative Committee was charged by the Student Senate with the responsibility of reviewing the Constitution of the University Student Senate. The Committee reviewed that constitution and presented it to the University Student Senate on November 12, 1978.

The University Student Senate requested the Student Consultative Committee to look into the possibility of representation on the All University Senate Consultative Committee by students from Crookston and Waseca. The Student Consultative Committee caucused on the matter and then forwarded the question of representation to the All University Senate Consultative Committee. The Committee discussed the issue but did not take action because changes in representation must be made in the Bylaws of the University Senate and not by the individual Senate Committees. This information was passed on to the Student Senate.

RATIONALE FOR STUDENT MEMBERSHIP

The All University Senate Consultative Committee is an extremely active committee with a unique charge - to be aware of all major issues at the University in order to function as the steering committee of the Senate and in order to present the faculty/student viewpoint on these issues to the University administration. If students are not active participants on this committee, they are left out of major issues which affect their experiences at the University.

THE FUTURE OF THE STUDENT CONSULTATIVE COMMITTEE

In general, it is hoped that students will continue to be active members of the All University Senate Consultative Committee. Caucuses of the Student Consultative Committee are useful during fall quarter in order to help new members become involved in the Committee. Other caucuses are advisable when special student issues, such as those posed by the Student Senate, arise. Regular meetings with the Student Representatives to the Board of Regents are extremely useful in order to facilitate information flow and to enable students to have the strongest voice possible with the Regents and with Central Administration.

Because of the various demands placed on members of the Student Consultative Committee, it may be advisable to rethink the role of the Student Consultative Committee in Student Government. It is impossible for a single student to be an active and involved member of the All University Senate Consultative Committee, the University Student Senate, and the various campus student government structures at the same time.

The time commitment for the members of this Committee is enormous. The Committee will have met 31 times this year for meetings which were each at least three hours in length. In addition, the Committee caucused several times, met with the Student Representatives to the Board of Regents, and served as the search committee for several student government activities.

The student members were also expected to attend the three meetings of the University Senate, the meetings of the Campus Assemblies (three on the Twin Cities Campus), and the meetings of the Student Campus Assemblies (at least monthly on the Twin Cities Campus). Above and beyond these responsibilities, one member served as Speaker of T.C.S.A., another as the President of the University Student Senate, and a third as the chairman of the Twin Cities Steering Committee . The student chairperson of the Consultative Committee represented the Committee on the University Committee on Biennial Review and Budget Request and on the Planning Council.

Although various issues will remain before the Committee for some time to come, the Committee has tied up as many loose ends as possible and has not left any unfinished projects.