

SENATE MEETING

Thursday

February 3, 1955

3:30 P.M.

MURPHY HALL AUDITORIUM

Faculty members entitled to vote for Senate members may be present at Senate meetings but shall not be entitled to vote or make motions. Such faculty may, at their request and with the approval of the Senate, be given the privilege to speak on matters under consideration in which they have an interest.

Members of standing committees who are not members of the Senate, including student members, may be present at a meeting of the Senate during such time as a report of their committee is under discussion and may participate in such discussion, but shall not have the privilege of making motions or of voting.

A special section will be provided for the seating of such faculty and such members of standing committees.

UNIVERSITY OF MINNESOTA

SENATE DOCKET

Your Committee on Business and Rules respectfully presents the following matters for your consideration at the meeting of the Senate, February 3, 1955, Murphy Auditorium, 3:30 p.m.

- I. Minutes of December 9, 1954
- II. Senate Committees for 1954-55
- III. Non-Senate Committees and Boards for 1954-55
- IV. Report of the Administrative Committee
- V. Report of the Committee on Debate and Oratory
- VI. Report of the Committee on Institutional Relationships
- VII. New Business

I. MINUTES OF DECEMBER 9, 1954

Reported for Action

II. SENATE COMMITTEES FOR 1954-55

Reported for Action

The President reports additional appointments as follows:

Education: Lloyd M. Short to replace Richard T. Arnold.

Intercollegiate Athletics: Designation of J. Warren Stehman as chairman to succeed Thomas F. Barnhart.

III. NON-SENATE COMMITTEES AND BOARDS FOR 1954-55

Reported for Information

The President reports additional appointments as follows:

Honors, Committee on University: Horace T. Morse to replace Theodore C. Blegen.

IV. REPORT OF THE ADMINISTRATIVE COMMITTEE

1. Reported for Action

Interpretation or Revision of the Sabbatical Leave Rules. The subcommittee which originally dealt with single-quarter leaves had been asked by the President to consider certain questions arising from the interpretation of two or three of the sabbatical leave rules. This subcommittee now reported:

Your subcommittee, consisting of Vice Presidents Willey and Middlebrook and Deans Blegen, Macy, McDiarmid, and Morse, presents the following statement on the rules for sabbatical leaves, and their interpretation.

I

Revision of Rule No. 1

In the course of its deliberations, the subcommittee gave some attention to rule No. 1 as printed on the back of the regular form used in applying for sabbatical furloughs.

The subcommittee noted that applications may be made by members of the faculty who have served the University for six consecutive years, "of which at least two years must have been with a rank not lower than that of Assistant Professor."

The subcommittee felt that either a modification of this rule or an interpretation should be made in the interest of instructors who have achieved permanent tenure as instructors.

This revision could be accomplished most easily merely by adding to the phrase quoted above, so that it will read "of which at least two years must have been with a rank not lower than that of Assistant Professor, except in those cases where instructors have achieved permanent tenure as instructors."

II

Flexible Interpretation of Rules

The subcommittee favored a flexible interpretation of present rules, with opportunity to faculty members to present reasons for exceptions and to make adjustments on an individual basis and in relation to departmental convenience.

The interpretation, "Paragraph 1," on the printed forms for sabbatical furloughs, reads as follows: "A leave of absence within six years, including military leave, will not be considered an interruption of consecutive employment, but the duration of the leave must be added to the six years of service in determining eligibility for sabbatical furlough."

The subcommittee discussion suggested several situations in which this interpretation might, from the viewpoint of the University's good, be modified. If, for example, it should be found desirable within a given department or college to set up an exchange of professors with another university, the committee felt that it would be well to make special arrangements in advance to protect the sabbatical time allowance for the Minnesota faculty member participating in such an approved relationship. It was noted also that in special situations there appears already to be some precedent for exceptions that involve what may be called a make-up of time after the actual period of sabbatical furlough. In other words, flexibility of interpretation aimed at achieving the central purposes of sabbatical furloughs seems desirable to the committee.

III

Clarification of Rule No. 4

Rule No. 4 reads as follows: "Service in another institution in which sabbatical furloughs are granted may be taken into account in granting the sabbatical furlough."

No contemporary record or evidence has been found from 1918, when the rule was adopted, to explain precisely what the intent of this rule was. The consensus of the subcommittee was that probably the rule was intended to relate to the validation of initial sabbatical furloughs, as an aid in the recruitment of staff people who already had established some period of service in sabbatical-granting institutions and who, on coming to Minnesota, would suffer a loss of eligibility time unless some allowance were made by the University of Minnesota.

Some have contended that this rule might have been intended to cover also other periods of leave without pay, by members of the academic staff. That is, it has been argued that a regular staff member who has spent an academic year (or part of such a year) teaching at another institution, on leave without salary from Minnesota, might count that time as part of the required six academic years of eligibility. The present subcommittee can find no documentation on this point.

In order to clarify the meaning of rule No. 4, a motion was made in the subcommittee that the rule should be revised to read as follows: "Service in another institution in which sabbatical furloughs are granted may be taken into account in granting a first sabbatical furlough."

A majority of the members of the subcommittee have indicated their support of this motion, but it is desirable to report the lines of difference of opinion. Some believed that the intent supposedly behind the original phrasing should be made explicit in order to avoid misunderstanding and possible confusion with respect to the actual amount of University service required as a basis for sabbatical furloughs. Others argued that the retention of the present phrasing left room for a flexible interpretation under which to deal with the few exceptional cases that might arise. Since the subcommittee met, one member has suggested that our motion might be clarified still further if its wording were along the following lines: "Service (prior to a staff member's joining the faculty of the University of Minnesota) in another institution in which sabbatical furloughs are granted may be taken into account in granting a first sabbatical furlough."

THEODORE C. BLEGEN, Chairman

There was extensive discussion of application of sabbatical leaves in the face of other absences from the campus, as for government service or in Fulbright assignments, or when faculty members approach retirement. Leaves for administrative officers were discussed. It appeared that those members of staff acquire eligibility for sabbatical leaves and for single-quarter leaves, in terms of their academic rank. The Committee voted endorsement of the proposed minor rule changes with the understanding that this matter will be taken to the Senate in advance of action on it by the Regents.

2. Reported for Information

1. Travel and Absence of Faculty Members. Discussion of leaves of absence prompted reference to absence of the faculty from regular duties due to authorized out-of-state travel. The President's office has been approving numerous travel requests which often require key instructional staff members to be away from the campus for a number of days when classes are in session. These authorizations cover only official University travel out of state, not extensive additional travel, often by some of the same people, in connection with research or government service paid for from outside funds or personally. The growing burden of teaching makes absence from meeting classes or from graduate instruction more and more serious and causes departments, individually, to be confronted with a quantitative problem in accomplishing their work. This, the President remarked, they surely need to take into close account in approving avoidable faculty absences.

2. Physical Examinations Related to Staff Appointments. On several occasions there was discussion of delay and difficulty in effecting physical examinations for members of the staff at the time of their initial appointment or promotion to positions of permanent tenure. Vice President Willey stated that the regulation on required physical examinations is set down in the

faculty handbook and elsewhere. The Deans' offices will, therefore, attempt to follow through on the cases of all necessary physical examinations and salary checks will be held when examinations are not completed, subsequent to due notice and suitable provision of time.

3. **Commencement Procedures.** Mr. Nunn spoke concerning University functions and the value of them in building good public relations. He mentioned problems that arise in connection with the June commencement and asked the Committee to look forward to possible rather extensive changes from the present large, central program, as our enrollments and graduations increase. The University Committee on Functions is studying this and hopes for procedures which will not only expedite the commencement but may, at the same time, personalize the treatment received by graduates and relate the activities more definitely to the plans of the Alumni Association. Ensuing discussion related to details on the Spring commencement ceremony.

4. **Progress with the Report on the University Self-Survey.** Dean Blegen, chairman of the general committee on the analysis of the Self-Survey report, indicated the extent to which his committee has begun to deal with the appraisal, perspective, and implication in the material. He stated that many members of the staff will be called on from time to time for supplemental information which may help in establishing the meanings and identifying the larger problems of the University in the documentation.

5. **Location and Interchange of Personnel Records of Members of Staff.** Certain personnel documents relating to members of the staff may or may not be duplicated between the files of colleges or departments and the President's office. Both the college offices and the President's office often have need to refer to the same material during the period of service of the individual. Some consolidation of documents may be called for on termination or retirement of the employee. The President's office is exploring better handling of these files and has asked the Deans for suggestions.

6. **The North Central Association "Generalist" Program of School Visitation.** The President had from time to time discussed developments in the accreditation of colleges, and especially the work of the National Commission on Accrediting and the new responsibilities of the regional accrediting associations in dealing with the professional accrediting groups. Currently the North Central Association of Colleges and Secondary Schools, in reconsidering its program of school approvals, is proposing the use of a "generalist" in each inspection team to mitigate rigidities and to emphasize the broad educational responsibilities of the institution inspected. The President requested that when an inspection is first planned at the University our unit confer with his office regarding the possible use of a generalist with any visiting professional group, at least on an experimental basis.

7. **Report on Regional Compact Activity in the Upper Midwest.** The President reported having participated in a meeting, based on recommendations of the Council of State Governments, dealing with possibilities for a Midwestern Regional Compact among colleges and universities. Twelve states were involved, including Minnesota, and concerned instruction in medicine, dentistry, and veterinary medicine, with particular emphasis on the last-named specialty. Another conference will probably be called in the spring. Discussion indicated wherein our situation differs from that of the South, the difficulties of proceeding in a large area, and the problems of obtaining co-operation useful to Minnesota.

8. **Financing of Article Reprints, Research Reports, and Prepublication Charges of Professional Journals.** There are occasional requests for the official purchase of reprint copies of professional articles written by members of the staff, particularly where these report research results. Recently (in the November 19, 1954, meeting of the Association of Land-Grant Colleges and Universities) the financing of prepublication charges made by recognized professional journals in certain fields has created widespread concern. The financing of publication of research reports, even in contract research projects, is generally difficult. It was asked that the Committee offer some guidance in these matters.

It is apparently the practice of the University to permit official purchase of reprints on supply budgets, in limited numbers, when there is approval by the departmental faculty and the college, in view of the pertinence of the material to work of the college. Use of the supply budgets for such purposes is generally not desirable, but exceptions may be made. The practices of professional journals in making prepublication charges differ and there are great differences in the willingness of colleges and universities to assume these charges. Payment of such fees by the University appeared to be very limited, and then usually in relationship to important research or to journals published on campus. Certain special publication expenses are difficult to meet. The hope was expressed that it may soon become a more regular practice for publication funds to be obtained in advance from the sources which provide for research, although the various foundations and research agencies do not now generally favor this.

9. **Class Schedules and Instructional Hours.** The Dean of Admissions and Records had sent to heads of the academic units a brief analysis of the class scheduling for winter quarter 1955. Prevailing practices were indicated and questions were raised on an all-University basis concerning the efficient use of instructional hours and physical facilities. Co-operation of the deans was requested in obtaining better use of afternoon class hours, to at least 4:30 p.m., and of Tuesday and Thursday hours. The President commented on the importance of good scheduling in meeting the enrollment problems ahead and in justifying physical plant expansion. Active co-operation of the deans and directors was called for in making immediate improvements.

10. **Coverage of Faculty Under Old Age and Survivors Insurance.** There was a special joint meeting of the Administrative Committee and the Faculty Consultative Committee January 13, 1955, for the purpose of appraising the two groups of the University's new approach to retirement and insurance provisions and its legislative representations in view of the possibility of staff coverage under Old Age and Survivors Insurance (OASI). The 1954 OASI legislation had opened the way for this, as the President reported to both committees when the biennial budgetary request was formulated.

The President prefaced his remarks by commenting on the need for action and for a feasible plan. The University already has certain retirement provisions, costly to the state, and any modification of them may involve grave risks. The importance of OASI coverage is, however, of such far-reaching significance that it must receive the most serious attention.

A plan for the University had had careful study from Mr. R. F. Archer, Director of Insurance and Retirement, and the Advisory Committee on Retirement and Insurance, of which Dean Kozelka is chairman. Vice President Middlebrook therefore placed before the President an analysis and recommendation on OASI coverage of faculty, in relationship to the existing retirement program. This was read and discussed.

Discussion included the observation that the proposed plan would recognize length of service and would provide dependent and survivor's benefits, in addition to substantial increases in retirement allowances to most members. It was agreed that introduction of OASI into the University program should be with the possibility, and the hope, that inclusion of individuals can be broadened.

It was moved, seconded, and voted separately by the membership of each of the committees to give wholehearted endorsement to the plan proposed and to express appreciation for it to the President and to those who assisted him in working it out. The President indicated that he would proceed with the OASI matter before the Regents.

R. E. SUMMERS, Secretary

(There will be a pause in the proceedings to permit the seating of the non-Senate members of the Committee on Debate and Oratory and the Committee on Institutional Relationships during the discussion of these reports.)

V. REPORT OF THE COMMITTEE ON DEBATE AND ORATORY

Reported for Information

Summary of the Fall Quarter Activities of the Freshman and Varsity Debate Squads

The Freshman Debate Squad of fourteen members, directed by John Bystrom, held regularly weekly meetings and took part in informal practice debates. This was supplemented by an All-Squad Tournament and a Twin Cities Debate Workshop, sponsored by the Freshman Squad, at which representatives of the Twin Cities colleges debated.

The Varsity Squad was divided into two sections, continuing a practice started last year. One section of fifteen members met once a week under the direction of Paul Cashman. The second section of nine members met three times a week and were instructed in debating by John Bystrom. The two groups co-operated in practice activities and shared tournament experience.

The University declined to attend a debate tournament at Wayne State College, Nebraska, because that school refused to use the official national question dealing with diplomatic recognition of the Communist government of China, considering it too controversial. Varsity Squad members attended debate tournaments at St. Olaf College, State University of Iowa, and University of Illinois, Navy Pier, Chicago.

In addition a University Varsity Team debated the team from the University of Manitoba on the subject, Resolved: "Communist China should be admitted into the U.N." Preliminary preparations were made during the fall quarter for two events to occur later: the Upper Midwest Debate Tournaments and an All-University Debate Tournament. These, along with other special activities, will take place winter and spring quarters.

WILLIAM S. HOWELL, Chairman

VI. REPORT OF THE COMMITTEE ON INSTITUTIONAL RELATIONSHIPS

1. Reported for Action

As reported at the May 20, 1954 meeting of the University Senate (Minutes, pp. 34-35), the Committee on Institutional Relationships has devoted the past two years to reviewing the private high schools accredited by the University without recommendation for change in accreditation status, chiefly to gain experience in interpreting the *Criteria for the Accreditation of Private Secondary Schools* (Minutes, November 20, 1952, pp. 24-33). This two-year transition period was provided in the *Criteria* for this purpose. The present year, 1954-55, marks the initial use of these *Criteria* for action on accreditation status of schools accredited by the University.

Two schools are reported for action at this time, Cathedral High School and St. Joseph's Academy of Crookston, Minnesota. These and other private schools are being evaluated by visiting committees composed of representatives from public and private high schools and the University. All schools have submitted detailed annual reports which were developed for this purpose by a Subcommittee on Relationships with Private Secondary Schools under the chairmanship of Rev. John R. Roach (St. Thomas Military Academy).

The recommendation is made that Cathedral High School and St. Joseph's High School of Crookston, Minnesota be accredited by the University of Minnesota for the normal five-year period subject to the submission of annual reports which satisfy the *Criteria for the Accreditation of Private Secondary Schools*. This recommendation is made after review of the reports of the visiting committees, annual reports, and supplementary information submitted by each school. It is in accord with the recommendation of the visiting committees for each school.

2. Reported for Information
Evaluation of Armed Forces Educational Training
and Experience: M-type Courses

During 1951-52, this Senate committee studied the problem of granting credit to veterans for educational experience and training gained in service, and prepared a policy statement on the evaluation of educational experience. This statement of policy, developed by a subcommittee under the chairmanship of Dean Elmer Johnson, was adopted by the Senate Committee on Institutional Relationships and by the Administrative Committee of the Senate, and was reported for information of the Senate at its first meeting for the year 1952-53 on November 20, 1952. The policy has been in effect since that date and has been used as a basis for determining advanced standing credit for veterans.

Recently it has been called to the attention of the Committee on Institutional Relationships that M-type courses have been interpreted as being excluded from this policy. M-type courses, as offered by USAFI, are correspondence courses which are evaluated by end-of-course examinations only and for which submission of regular lessons is not a requirement. Earlier policy and practice had excluded the offering of advanced standing credit for such courses and this practice was continued as an exception under the policy statement which read:

"3. This action rescinds all previous actions taken by the University Senate with reference to the granting of credit to veterans except that credit for courses completed through USAFI or the Marine Corps Institute will continue to be granted in accordance with American Council on Education recommendations." (Senate Minutes, Nov. 20, 1952, p. 18)

The Senate Committee on Institutional Relationships was asked to interpret this policy with respect to M-type courses by the General College which wished to take action to make no distinction in policy for M-type courses from any other correspondence course in accordance with American Council on Education recommendations.

A subcommittee was appointed to study this problem under the chairmanship of Dean A. L. Vaughan. Other membership consisted of F. Lloyd Hansen, William Edson, Elmer W. Johnson, Ted Kellogg, Keith McFarland, and Roger B. Page. This subcommittee considered the following aspects of the problem: (1) quality and level of the courses concerned, (2) end-of-course examinations and evaluation procedures followed by USAFI, (3) recommendations of the American Council on Education, (4) circumstances under which USAFI courses are taken, and (5) the need to encourage members of the armed forces to continue their educational pursuits. The subcommittee also conferred with members of the previous subcommittee which developed the basic statement of policy in 1951-52.

This subcommittee reported its findings and recommendations to the Committee on Institutional Relationships. The following interpretation of policy was agreed upon and adopted:

1. That advanced standing credit for veterans for completion of courses through USAFI or the Marine Corps Institute continue to be granted in accordance with the recommendations of the American Council on Education, and that these recommendations be modified only by the requirements of the individual colleges.

2. That credit for M-type USAFI courses be granted on the same basis as is presently done for college level correspondence courses, within the recommendations of the American Council on Education. (M-type courses are correspondence courses which are evaluated only by end-of-course examinations and for which the submission of regular lessons is not required.)

The Committee further agreed that this interpretation of policy should be reported to the University Senate for information or further consideration if the latter seemed necessary.

ROBERT J. KELLER, Chairman

(There will be a pause in the proceedings to permit the withdrawal of non-Senate committee members.)

VII. NEW BUSINESS