

# MEETING OF THE UNIVERSITY SENATE

**Thursday, February 28, 1974**

**3:15 p.m.**

**Nicholson Auditorium**

The voting membership of the University Senate totals 214, including the president, 151 members of the faculty, 62 students and the Consultative Committee. For a quorum, a majority of the voting membership (108) must be present. Amendments to the constitution require advance notice and 143 affirmative votes at one meeting or 108 affirmative votes at each of two meetings, the second of which must be the next regular meeting. Amendments to the Bylaws require advance publication and 108 affirmative votes. Other actions require only a simple majority of the members present and voting. The members of the all-University Administrative Committee are ex officio non-voting members of the University Senate.

Any member of the faculty and any student eligible to vote for senators may be admitted to meetings of the University Senate and shall be entitled to speak at the discretion of the University Senate. Only elected members of the University Senate, the members of the Senate Consultative Committee, and, in case of a tie, the chairman, shall be entitled to vote.

Any representative may designate any elected alternate from his institute, college, school, or student constituency as the alternate to serve in his-her place and stead by written notice to the clerk of the Senate prior to the commencement of any meeting of the University Senate.

#### ATTENDANCE RECORD

A roll of elected and ex officio members will be circulated during the meeting. Members will please check their names to indicate their presence. If the list misses you, please stop after the meeting to check your name. The roll, after adjournment, will be at the rostrum.

An attendance record for nonmembers will also be circulated and will be on the rostrum after the meeting.

A summary of the attendance of members elected for the current academic year will be included in the June minutes.

## University of Minnesota

### The Senate Docket

**February 28, 1974**

Your committee on Business and Rules respectfully presents the following matters for consideration.

**I. MINUTES OF OCTOBER 4, 1973 and NOVEMBER 7, 1973**  
Reported for Action

**II. SENATE AND UNIVERSITY COMMITTEES, 1974-73**  
Reported for Action

University Committee on Social Policy: Civil Service: Virginia Lewis, Carol Ostrow, Charles Self.

University Committee on Extension and Community Programs: Arnold Henjum replaces Lois Bursack who has resigned; Richard Hawkins replaces Sheila Koeppe who is on leave.

University College Assembly: Add Fred Lukermann.

University Committee on Educational Development: Marcia Eaton replaces Mary Corrigan who is on leave.

Senate Committee on Faculty Affairs: Add Donald Kahn, Eugenia Taylor, Clare Woodward, Bill Kennedy.

University Committee on Use of Human Subjects in Research: Jack Vennes replaces Kurt Amplatz who has resigned; Anne Steinger replaces James Faber as executive secretary; Roger Park replaces Leo Raskind who has resigned; W. Dixon Ward replaces Gerald Siegel who has resigned. Students: Add Gordon Armstrong.

#### III. SENATE COMMITTEE ON EDUCATIONAL POLICY Reported for Action (10 minutes)

##### AGREEMENT OF COOPERATION BETWEEN THE INSTITUT NATIONAL AGRONOMIQUE DE TUNIS AND THE UNIVERSITY OF MINNESOTA

In order to foster collaborative and mutually beneficial association between the two institutions

- 1) The Institut National Agronomique de Tunis, hereinafter designated INAT, and
- 2) The University of Minnesota, in the United States of America,

declare that they enter into agreement to accomplish the purposes and goals by the acts and procedures enumerated in the following articles:

ARTICLE I: The object of this agreement is to establish a scientific and educational cooperation between the INAT and the Institute of Agriculture of the University of Minnesota.

ARTICLE II: The University of Minnesota, through its Institute of Agriculture, and the INAT confirm their intentions to give each other scientific and educational assistance in the several appropriate ways and fields within the competence of the two institutions. The forms of collaboration and mutual assistance will be as follows:

##### A. For the Development of Faculty

The University of Minnesota assumes the commitment to offer the facilities of its Institute of Agriculture to permit members of the faculty of the INAT to enhance their capabilities as teachers and conductors of research.

In like manner, the INAT assumes the commitment to offer its facilities to members of the staff of the Institute of Agriculture of the University of Minnesota who may be in Tunisia with the purpose to improve their professional capabilities as teachers or to conduct research.

##### B. For Post-Graduate Education

The University of Minnesota, through its Office of International Agricultural Programs, agrees to assist qualified Tunisian students, nominated by INAT,

in gaining admission to graduate school as candidates for the M.S. or Ph.D. in agricultural sciences. The Tunisian students may be enrolled in the Graduate School of the University of Minnesota or the graduate school of other United States universities as the INAT agrees. The University of Minnesota will consult, through appropriate channels, with affiliated universities (Midwest Universities Consortium for International Activities, the Committee on Institutional Cooperation, and the National Association of State Universities and Land-Grant Colleges) concerning their cooperation in obtaining the objectives of this Agreement.

The procedures for seeking admissions of post-graduate students to graduate school and for designing programs of study for the students will be agreed upon by both parties to this Agreement and described in an attachment to the principal document of this Agreement.

#### C. For Other Mutual Assistance

The two parties will encourage and support, insofar as their resources and abilities permit, the exchange of students and faculty. Further, the parties will exchange information on curricular development and instructional methods.

Finally, the parties will exchange, as resources and opportunities afford, materials of technical and scientific nature which will be useful as library resources.

**ARTICLE III:** Representatives of the INAT and the University of Minnesota will meet periodically in order to examine the possibilities of amending or revising this Agreement and its attachment(s) with the purpose of augmenting the activities and enhancing the effectiveness of the instrument.

**ARTICLE IV:** The present Agreement is established for a period of three (3) years and may be renewed by agreement for further periods as the parties determine. If either party intends to terminate the Agreement, that party will give a notice of ninety (90) days or more before such termination is to be effective.

The present Agreement will be effective from the day of its final ratification by the appropriate officers representing the two parties.

President  
University of Minnesota

Directeur  
Institut National Agronomique  
de Tunis

#### Attachment

Procedure for Nomination and Acceptance of Tunisian Candidates for U.S. Graduate Study in Agricultural and Related Sciences.

The following procedures are suggested for use in connection with the nomination of candidates for graduate study in agricultural sciences in U.S. universities:

1. For each candidate the INAT will prepare a dossier. The dossier will include:

- An official transcript listing all courses taken and all grades received at INAT.
- Official transcripts of courses taken and grades received at all other institutions of higher education.
- A letter signed by the director of the INAT which indicates (1) the candidate's standing or rank in his graduating class (promotion), (2) his scores and rank in the special examination (concour), (3) a statement providing an evaluation of the candidate in terms of his motivation, energy, and career interests, (4) a statement of the proposed professional specialization, (5) a description of his prospective professional employment in enough detail to be helpful in planning his program of graduate study, (6) a statement indicating the source and amount of his financial support for the proposed training program, (7) an evaluation of the candidate's English language capabilities (if possible the candidate should take the TOEFL test). It should be noted that the University of Minnesota and many other universities require an acceptable TOEFL test score as a necessary condition for admission.
- The standard form for admission to the University of Minnesota's Graduate School should be completed and made a part of the dossiers. This same form will be used in the event that the candidate is proposed for admission to some other U.S. university.

2. The dossiers will be delivered to the Chief of Party, University of Minnesota team, as soon as possible after the completion of the INAT academic year. The Chief of Party, with assistance of other members of the team, will review the qualifications of the candidates and will provide for the director of the INAT an informal appraisal of the probabilities of the candidate's acceptance for graduate study at an American university.

3. After receiving the Minnesota team's informal appraisals, the director of INAT will make a final determination of the candidates to be officially proposed for graduate study under this agreement. Dossiers for the designated candidates will then be transmitted either by the Chief of the Minnesota team or by the director of INAT to the director, Office of International Agricultural Programs, University of Minnesota.

4. Immediately upon receipt of the dossiers the director, Office of International Agricultural Programs, University of Minnesota, will seek the advice of appropriate department heads both as to appropriate graduate schools and as to the probabilities of admission of the candidates at the selected U.S. graduate schools.

In any case where the director of INAT has specifically suggested admission at a particular U.S. university, the application will be sent there unless it is clearly evident that there is no real chance of admission for the candidate.

5. When a candidate is proposed by the director, Office of International Agricultural Programs, University of Minnesota, to a university graduate school, the director of INAT will be immediately informed. Similarly, when the candidate's application is accepted or rejected, the director of INAT will be immediately informed. In the event that the candidate is not accepted at the first designated U.S. university, his application will then be proposed to another graduate school offering the desired program of professional specialization and either on the list of U.S. universities approved by the Government of Tunisia or of a quality equal to those already on that list.

6. In the event that a candidate is proposed to and accepted by a University not on the list approved by the Government of Tunisia, officials of that University with the assistance of the director, Office of International Agricultural Programs, University of Minnesota, will provide materials useful to the Government of Tunisia in deciding whether to accept that university for the list of approved U.S. schools.

The parties to this agreement recognize that most Tunisian candidates for advanced study in the U.S. will need supplemental preparation in English prior to beginning their post-graduate studies. For this reason the parties agree that every effort will be made to accelerate the preparation and consideration of candidate's dossiers. The INAT will make its best efforts to provide complete dossiers as soon as possible after the end of the INAT academic year. The Institute of Agriculture,

University of Minnesota, will make its best efforts to expedite decisions on admission by departmental and graduate school officials.

WILLIAM HARTUP  
Chairman

#### IV. UNIVERSITY COMMITTEE ON BUSINESS AND RULES

Reported for Action  
(15 minutes)

The Committee on Business and Rules recommends approval of the following Amendments to the Senate Constitution:

- Amend the University Senate Constitution, Article III, Section 4c: Change the sentence as follows:  
**Continuing Education and Extension** (formerly General Extension Division) students shall be eligible for election if they have earned twelve (12) credits in residence during the previous five (5) years and are carrying three (3) credits at the time of voting.
- Amend the University Senate Constitution, Article III, Section 4g to read:  
The faculty and student constituencies of each institute, college or school shall either elect a pool of alternate representatives or define the pool to be those eligible to vote for senators. The faculty and the students of each institute, college or school shall specify one of these procedures for selecting a pool of alternates in their respective constitutions. If the alternates are to be elected, then the constitution shall specify the number to be elected and their term in office, and they shall be elected at the same time and in the same manner as representatives. If a constitution does not exist or does not specify the method of selecting the pool of alternates, the student board or the faculty body of the unit shall determine which method shall be used. Any representative may designate anyone from the appropriate pool for his unit as an alternate to serve in his absence, by written notice to the clerk of the Senate prior to the commencement of any meeting of the University Senate, Faculty Senate, or Student Senate.

The second Amendment was voted on at the January 17, 1974, Senate meeting, receiving 108 affirmative votes. Amendments to the Constitution require 143 affirmative votes (two-thirds majority) at one meeting or 108 affirmative votes (majority) at each of two meetings, the second of which must be the next regular meeting.

RUSSELL HOBBIÉ  
Chairman

#### V. REPORT OF THE SENATE COMMITTEE ON RESEARCH

1. Reported for Action  
(30 minutes)

##### PROPOSED POLICY ON NON-REGULAR FACULTY AS PRINCIPAL INVESTIGATORS ON RESEARCH GRANTS AND PROJECTS

###### Section 1

Non-regular faculty in positions 4.311, 4.312, 4.313, and 4.314 as described in the new proposed tenure regulations may serve as principal investigators on research grants and projects under the following conditions:

- BA Form 23 (or any equivalent form) must clearly indicate whether the proposed principal investigator is a regular or non-regular faculty member.
- The currently approved terminal date (see Tenure Code Section 5.2) of a non-regular faculty member who is the proposed principal investigator of a research grant or project must be clearly indicated on BA Form 23.
- Add to BA Form 23:

If the principal investigator is a non-regular member of the faculty:

\_\_\_\_\_ the department will be responsible for carrying through this project in the event of his departure.

\_\_\_\_\_ the department wishes to make other arrangements.

- If a non-regular faculty member is proposed for a term as principal investigator which extends beyond the terminal date of his employment at the University, his department chairman (or comparable University officer) together with the chief administrative officer of the unit involved (Dean or comparable University officer) must either certify that the project will be completed by the department if the non-regular faculty member leaves before its completion, or must file a written plan with the academic vice president detailing the financial, space, and equipment arrangements that will be made on departure of the non-regular faculty member. In the latter case, a letter from the Academic Vice President to the chairman must specifically approve the proposed arrangements.
- If a project on which a non-regular faculty member is the proposed principal investigator requires additional space and/or equipment, the department chairman must, in a letter accompanying BA Form 23, indicate utility of this space and/or equipment to the University at the termination of the non-regular faculty member's appointment.
- If the University is limited by the regulations of the funding agency in the number of applications which may be submitted or if the Academic Vice President, the Dean of the Graduate School, or the Dean of the relevant college have reason to believe the funding agency uses a quota system that in effect rations funds among various receiving agencies, applications in which the non-regular faculty are principal investigators will have lowest priority within the University. This low priority may mean that the proposal will not be forwarded from the University to the proposed funding agency.

###### Section 2

Non-regular faculty in categories 4.315 may serve as principal investigators on research projects for which the funding agency specifies a program for which students are eligible. Applications in this category must receive the approval of the Dean of the College or School in which the student is registered who will inform the applicant that his position as principal investigator in no way affects his status as a student nor does it commit the University to any future position except as may be specifically indicated by the Dean.

###### Section 3

Non-regular faculty members in categories 4.316, 4.317, 4.318, and 4.319 may serve as principal investigators only if their proposed research is approved by the academic department whose expertise is most closely related to the substance of the proposal. The non-regular faculty in one of these categories shall contact the chairman of the relevant academic department and arrange for a review of the proposal by competent academic staff. A letter from the department chairman shall accompany BA Form 23 (or any equivalent form) and the Office of Sponsored Programs shall not sign on the form until it has such a letter in hand.

All provisions of Section 1 also apply.

## 2. Reported for Action

## POLICY AND PROCEDURES FOR ANIMAL CARE AND USAGE AT THE UNIVERSITY OF MINNESOTA

## Outline

## I. Statement of Policy

## II. Principles Governing the Use of Warm-blooded Animals in Research and Teaching

## III. Procedure for Implementation of Policy

- A. Scope of Activities Covered
- B. Administrative Organization
  - 1. All-University Animal Care Committee
  - 2. Director of Animal Services
- C. Inspection of Animal Facilities
- D. Animal Health
- E. Procedures Involving Potential Pain or Distress
  - 1. Evaluation of pain-suppressing drugs and procedures
  - 2. Pain and distress in conscious animals
- F. Manual of Procedures
- G. Physical Facilities
- H. Complaints

## I. Statement of Policy

A. The Regents of the University of Minnesota reaffirm their established policy with regard to the use of warm-blooded animals in scientific research and teaching:

1. To assure proper procurement, care, housing, and health services for all warm-blooded animals used in research and teaching;
2. To provide the most appropriate animals for the diverse requirements of the varied research and teaching activities of the University;
3. To minimize pain and or undue distress through selection of experimental procedures or administration of adequate anesthetic, analgesic, or tranquilizing drugs, except where such measures would interfere with the purpose of the experiment;
4. To comply with all legal requirements established by the U.S. Department of Agriculture or other governmental agencies under authority of Public Laws 89-544 and 91-579 and any subsequent enactments; and to follow the guidelines in Section 4206 of the NIH "Guide for Grants and Contracts" and in Publication No. (NIH) 73-23, "Guide for the Care and Use of Laboratory Animals"; and
5. To accomplish these aims with supporting activities which will promote the advancement of scientific research and educational goals.

B. In order to accomplish these objectives, the University of Minnesota, through the Animal Services Unit of the Office of Sponsored Programs, will:

1. Establish a program for regular inspection of animal facilities to assure that acceptable standards are maintained with respect to cleanliness, feeding, cage size, and other environmental conditions;
2. Employ veterinary staff to make regular inspections of the health of the animals kept for research and teaching, provide medical consultation regarding prevention and treatment of animal diseases, advise regarding hazards and prevention of cross-infection between animals and man, contribute to training of animal care personnel, advise regarding use of pain-suppressing drugs, establish procedures for euthanasia and control of parasites and pests, and advise in planning of new construction or remodeling of animal care facilities; and
3. Establish a procedure for prior review of summary research and teaching protocols to assure that adequate anesthetics, analgesics, or tranquilizers are administered to prevent pain and distress, or authorize exceptions where use of such drugs would interfere with the purpose of the experiment or teaching activity.
4. It is assumed that existing procedures under B.A. Form 23 will be utilized to assure that adequate facilities (e.g., cages, space, etc.) are available or will be available.

## II. Principles Governing the Use of Warm-blooded Animals in Research and Teaching

1. Experimentation and teaching involving live warm-blooded animals should be performed by or under the immediate supervision of a qualified individual.
2. The housing, care, and feeding of each project's experimental animals or each department's teaching animals must be supervised by a qualified veterinarian, scientist, or technician competent in such matters.
3. Experimentation and teaching involving warm-blooded animals should be so conducted as to avoid all unnecessary suffering and should be terminated whenever it becomes clear that unnecessary suffering may result.
4. Post experimental care of subject animals should be such as to minimize discomfort to animals.
5. If it is necessary to kill an animal, this should be done in such a way as to minimize pain and ensure prompt death, in accordance with procedures approved by the Director of Animal Services. No animal assumed to be dead will be discarded until death is certain.
6. Anesthetics, analgesics, and tranquilizers used to alleviate pain or discomfort will be evaluated with respect to effectiveness and dose level by the veterinarians of the Animal Services Unit in consultation with appropriate specialists as the need arises.
7. Before procedures causing pain or discomfort to conscious animals are initiated, they must be reviewed and approved by the Director of Animal Services or a veterinarian on his staff. Questionable cases will be referred to appropriate specialists and or the All-University Animal Care Committee.
8. It should be understood that the principal investigator has the right to appeal his case in person to the All-University Animal Care Committee, hear all arguments against his procedure or proposal, present arguments for his procedure or proposal and obtain a decision from the committee.

## III. Procedure for Implementation of Policy

## A. Scope of Activities Covered

1. This statement of policy and procedures for animal care and usage applies to all species of mammals and birds used in research or teaching at the University of Minnesota or under its auspices when:
  - a. The procedures are performed on premises owned, leased, or rented by the University;
  - b. The procedures involve animals, facilities, or equipment owned by the University; or
  - c. The activity is financed by the University or by funds administered by the University.

## B. Administrative Organization

## 1. All-University Animal Care Committee

- a. The All-University Animal Care Committee shall be a University Committee reporting to the Senate Committee on Research as provided in Article IV of the Constitution and bylaws of the University Senate.
- b. It shall consist of not more than ten (10) members, including 2 representatives of the Minneapolis Health Sciences and one each from the College of Veterinary Medicine, Institute of Agriculture, College of Liberal Arts, College of Biological Sciences, Division of Environmental Health and Safety, Duluth Campus, Morris Campus, and a student representative. Insofar as feasible, there should be broad representation of the various types of research that utilize animals and the basic scientific areas that are relevant for animal care and usage. The Committee will be encouraged to seek the consultation and advice of researchers in other units utilizing animals as well as specialists in areas relevant for animal care and usage. The Director of Animal Services shall be a non-voting member of the Committee and serve as Executive Secretary.
- c. Members shall be appointed in accordance with University Senate procedures for staggered terms of three years.
- d. The chairman shall be appointed in accordance with University Senate procedures.
- e. The Committee shall meet at least quarterly.
- f. The duties and responsibilities of the Committee shall include:
  1. Collaboration with the Director of Animal Services in formulation of recommendations to the Vice-President of Academic Administration regarding University policies and standards governing procurement, care, and use of animals employed in research and teaching activities;
  2. Evaluation of the animal care program at regular intervals as required by Section 4206 of the NIH "Guide for Grants and Contracts";
  3. Assistance to the Director of Animal Services in education of faculty in the need for good animal care, in the kinds of services offered by the Director and his staff, and in the research benefits attaching to use of quality animals;
  4. Consultation with the Director of Animal Services regarding professional personnel needs of his unit;
  5. Mediation and review of appeals regarding the program of inspecting of animal facilities or decisions of the Director of Animal Services regarding procedures involving pain or distress, with recommendations to the Vice-President for Academic Administration for final decision in cases that cannot be resolved by mediation; and
  6. Submission of reports to the Senate through the Senate Committee on Research in accordance with the Rules and Organizational Procedures of the Senate, U1.302.5.
- g. Executive subcommittee
  1. The executive subcommittee will be made up of the chairman and two other members appointed by the chairman, with one member of the subcommittee being a Doctor of Veterinary Medicine. If any members of the executive subcommittee are unavailable at a time when a decision must be made, the chairman may appoint temporary members. In this case, one member must still be a Doctor of Veterinary Medicine.
  2. The purpose of the executive subcommittee is to act for the All-University Animal Care Committee when, in the judgment of the chairman, a decision must be made that does not allow time for full committee consideration. Such actions shall be reported to the full committee no later than the next meeting.

## 2. Director of Animal Services

- a. The Director of Animal Services will be a veterinarian with experience in Laboratory Animal Medicine and scientific investigation. He will have an administrative appointment in the Office of Sponsored Programs and an academic appointment in that department of the University to which he would best relate as a result of his training or anticipated long-term interest.
- b. The Director of Animal Services will have full responsibility and authority for the activities of the Animal Services Unit in implementing the policies of the University, the directives of the Vice-President for Academic Administration, state and federal laws, and administrative regulations of government agencies.
- c. The Director of Animal Services will be accountable to the office of the Vice-President for Academic Administration. He will submit a formal written report on the Animal Services Program at least once yearly to the All-University Animal Care Committee.
- d. The duties and responsibilities of the Director of Animal Services will include:
  1. Collaboration with the All-University Animal Care Committee in formulation of recommendations to the Vice-President for Academic Administration regarding University policies and standards governing procurement, care, and use of animals for research and teaching activities;
  2. Development and implementation of programs for disease prevention, euthanasia, parasite and pest control, and treatment of diseased animals; liaison with specialists and diagnostic laboratories at the College of Veterinary Medicine;
  3. Consultation regarding species selection and animal procurement;
  4. Supervision of a program for regular inspection of animal facilities to ensure compliance with standards of government agencies and the University;
  5. Consultation with investigators and instructors regarding anesthetics, analgesics, and tranquilizers, and evaluation of their adequacy in procedures potentially involving pain or distress;
  6. Review of protocols for research and teaching involving pain or distress in conscious animals, with referral to experts and or the All-University Animal Care Committee, when necessary;
  7. Advise in the planning of new facilities and in the remodeling of existing animal care facilities;
  8. Preparation of a manual of procedures for the guidance of animal users and caretakers;
  9. Direction of a training program for animal technicians; and
  10. Maintenance of liaison with regulatory agencies.
- e. The Director of Animal Services will be assisted by additional veterinary personnel. Veterinarians employed to provide part-time services at facilities outside the Twin Cities will be under his general supervision, and their selection and continued employment must be acceptable to him.

## Inspection of Animal Facilities

1. The Director of Animal Services or his representatives will make unscheduled inspections of animal facilities from time to time.

2. The purpose of the inspection program is to ensure that all animal facilities are in compliance with the requirements of P.L. 89-544 as amended by P.L. 91-579, the administrative regulations of federal agencies, and the standards of the University. The inspections will be concerned with cleanliness, feeding, watering, cage size, the number and kinds of animals in a given room, storage of supplies and waste, temperature, humidity, ventilation, lighting, and any other conditions that may be included in the requirements of government agencies or University standards.
3. Responsibility for the care of animals belonging to research projects rests with the principal investigator in all cases, even when direct supervision of the care has been delegated to another person or University service. In their administrative capacity, department chairmen are similarly responsible for care of animals used in teaching.
4. Reports of inspections will be sent to relevant investigators, department chairmen, and deans.
5. Cases of repeated noncompliance will be reported by the Director of Animal Services to deans or other appropriate executive officers, and if not corrected, to the office of the Vice-President for Academic Administration. In such cases, closure of the deficient animal facility may be recommended to the Vice-President for Academic Administration.
6. When animals are to be moved into a room previously used for another purpose, the room must be inspected and approved in advance by the Animal Services Unit.
7. Appeals regarding any aspect of the program of inspection of animal facilities may be made to the Director of Animal Services, then to the All-University Animal Care Committee. Appeals not resolved by mediation of the All-University Animal Care Committee will be forwarded with the Committee's recommendations to the Vice-President for Academic Administration for final decision.

#### D. Animal Health

1. All animals must be observed daily by the animal technician or the principal investigator, or by the faculty member responsible for the specific animals involved.
2. Sick animals shall be given prompt medical treatment appropriate for their condition or promptly and humanely destroyed.
3. Veterinarians on the staff of the Animal Services Unit or providing part-time services to the branch campuses or experiment stations will make periodic inspections of the state of health of animals in all facilities.
4. Consultation regarding animal health problems will be available on all campuses and experiment stations from the Animal Services Unit or local veterinarians hired on a part-time basis. The Animal Services Unit will serve as liaison with the College of Veterinary Medicine to arrange for consultation with specialists and diagnostic laboratory services.
5. Acceptable existing arrangements for such consultation, especially for large animals, are not abrogated by the provisions of III.D.4., above.

#### E. Procedures Involving Potential Pain or Distress

1. Evaluation of pain-suppressing drugs and procedures.  
The adequacy of the choice and dose levels of anesthetics, analgesics, and tranquilizers used to prevent pain or distress in research and teaching will be evaluated by the Director of Animal Services or veterinarians on his staff in consultation with appropriate specialists, when the need arises. As required by the Standards of P.L. 89-544 as amended by P.L. 91-579, information will be collected on current practices in the usage of such drugs at the University, and a list of standard minimum dosages by body weight, species, and route of administration will be compiled to provide general authorization for the majority of applications. Cases not covered by the standard list, and other methods for prevention of pain, such as cervical dislocation, decortication, or decerebration will be evaluated on an individual basis.
2. Pain and distress in conscious animals.  
Protocols for research and teaching involving pain or distress in conscious animals will be reviewed by the Director of Animal Services or veterinarians under his supervision. Approval must be obtained before initiation of painful or distressful procedures. The protocols will be approved only if use of pain-suppressing drugs or less painful or distressful procedures would interfere with the purpose of the research or teaching. Difficult cases may be referred to the All-University Animal Care Committee by the Director of Animal Services, or investigators may appeal adverse decisions by the Animal Services Unit to the Committee. At quarterly intervals, the Director of Animal Services will submit to the All-University Animal Care Committee a summary of protocols involving pain or discomfort reviewed during the preceding three months.

#### F. Manual of Procedures

A manual containing the following information will be prepared by the Director of Animal Services in consultation with specialists and regulatory agencies:

1. Acceptable methods of euthanasia;
2. Standards for cage sizes;
3. Standards for animal care procedures and cleanliness;
4. Minimum standard dose levels for commonly used anesthetics, analgesics, and tranquilizers by body weight and route of administration for commonly used species;
5. The currently applicable statement of Policy and Procedures for Animal Care and Usage at the University of Minnesota;
6. And such other information as the veterinary staff may desire.

#### G. Physical Facilities

1. The Division of Environmental Health and Safety will measure the ventilation and illumination in all animal facilities. In some facilities it may be necessary to measure the adequacy with which temperature and humidity are controlled. The results of these determinations will be reported to individual investigators, department chairmen, deans, college animal committees, and the Director of Animal Services.
2. The Director of Animal Services will maintain a file on all animal facilities having substandard environmental conditions for reference in decisions regarding renovation or changes in the function to be served by the facility.
3. When new construction or remodeling includes animal facilities, the Director of Animal Services must be consulted, and must approve the design specifications for the animal facilities. In cases where the department or college involved disagrees with the decision of the Director of Animal Services, the matter will be appealed to the All-University Animal Care Committee.

#### H. Complaints

Complaints regarding any aspect of animal care or usage should be addressed to the Director of Animal Services. If the complainant and the Director are unable to reach a mutually satisfactory agreement, either may refer the matter to the All-University Animal Care Committee.

ROBERT D. WIRT  
Chairman

### SENATE COMMITTEE ON RESEARCH Report of the University Committee on Use of Human Subjects in Research 1. Reported for Action (15 minutes)

We ask that the Senate make the following changes in Senate policy concerning the University Committee on the Use of Human Subjects in Research to provide that:

- 1) action may be taken by sub-committees when five members are present. The recommendation of the sub-committee shall be by a majority vote with the opportunity for an expression of a formal minority opinion;
- 2) the requirement for the review of all research involving human subjects (sponsored and unsponsored) be postponed from April 1 to July 1 (sponsor requirements for review will continue to be met);
- 3) the deadline for summary protocol development be postponed until July 1;

The structure of the Committee be scheduled for full discussion at the next Senate meeting.

ROBERT WIRT  
Chairman

### VI. REPORT OF THE CONSULTATIVE COMMITTEE 1. Reported for Action (20 minutes)

#### PROPOSED SENATE RESOLUTION by SAMUEL KRISLOV

To improve the operations of the Senate and facilitate the timely treatment of its business, the Senate:

- (1) hereby designates Thursdays from 3:15-6:00 p.m. as its principal meeting time.
- (2) recommends that its committees do likewise.
- (3) requests that the office of Vice President for Academic Administration instruct all units scheduling classes not to assign faculty members of the Senate to classes during that period of time unless the senators specifically agree to such assignment in writing.
- (a) to implement this, class schedule forms sent to each unit should be accompanied by a list of senators from that unit.
- (b) senators are urged not to agree to such teaching arrangements unless there are pressing scheduling problems and to consider resigning as senators if such a schedule conflict is necessary.
- (4) recommends that individuals having classes during the Thursday 3:15-6:00 p.m. period should not normally agree to serve on Senate committees.
- (5) requests that the office of Vice President for Academic Administration be asked to instruct college registration officials to permit student senators to register early or in some other alternate way so as to avoid classes on Thursday 3:15-6:00 p.m.

### 2. Reported for Action (20 minutes)

#### PROPOSAL TO CREATE A TASK FORCE ON ACADEMIC SALARIES: PRESENTED BY LEON REISMAN FOR THE CONSULTATIVE COMMITTEE FOR APPROVAL

- A. There shall be established a task force on academic salaries responsible to the Consultative Committee.
- B. Charge To Task Force: to develop general principles and guidelines appropriate to establish and maintain an equitable system of academic salaries within a university.
- C. Selection of Task Force Membership: The Consultative Committee, after wide consultation, will select the members of the task force upon the basis of their expertise, experience, and temperament.
- D. Task Force Procedures:
  - (1) to solicit from faculty, students, alumni, emeriti, department heads, deans, and others throughout the University who desire to write to, or converse with, or testify before the task force—statements, opinions, recommendations, or narratives which would in any way assist the task force in fulfilling its charge.
  - (2) to ascertain the general principles and guidelines employed by comparable institutions in establishing academic salaries.
  - (3) to begin its task immediately, continue its work through spring and summer 1974, and present its final report and recommendations, in writing, to the Consultative Committee by September 30, 1974.
  - (4) the Consultative Committee shall be guided by this report in its advice to the administration on the 1975-77 budget.

SAMUEL KRISLOV  
Chairman

### VII. QUESTIONS TO ADMINISTRATORS (30 minutes)

As of February 15, the following two questions for administrators have been received by the Clerk of the Senate and forwarded by the Consultative Committee for answer by the administrative officers of the University. Additional questions received by the February 20 deadline will be distributed at the meeting.

1. The computation based on figures distributed with the last retirement status updating shows that the fixed dollar part of the retirement fund is earning money at the rate of approximately 4.5 percent. Given the fact that inflation runs at 7.9 percent and that every Savings and Loan Association offers 7½ percent for long term investments with Federal Government insurance, I do not understand how it is possible to continue a procedure of investment which, in effect, robs faculty members of a part of their earnings. (S. Gasirowicz)
2. Please compare the performance of both the fixed and variable parts of the faculty retirement plan with the corresponding parts of the TIAACREF program. (R. Hobbie).

### VIII. OLD BUSINESS

### IX. NEW BUSINESS

### X. NECROLOGY

DAVID HARRIS WILLSON  
1901-1973