

MINUTES OF MEETING OF THE FACULTY SENATE OF THE UNIVERSITY OF ARIZONA
Monday, May 16, 1960 Room 104, BPA Building

The Faculty Senate convened in special session at 3:40 P.M. on Monday, May 16, 1960, in Room 104 of the Business and Public Administration Building. Thirty-two members were present with President Harvill presiding. Mr. Arthur T. Grant served as Secretary in Mr. Windsor's absence.

PRESENT: Bateman, Blitzer, Bogart, Brewer, Carlson, Crowell, Denton, Forrester, Gegenheimer, Harvill, Haury, Hausenbauer, Howard, Irwin, Livermore, Lyons, Marcoux, Martin, Mead, Mees, Murphy, Myers, Nugent, Patrick, Picard, Rhodes, Rosaldo, Roy, Slonaker, Tucker, Wallraff, Zapotocky.

ABSENT: Andersen, Carpenter, Casaday, Ewing, Gaines, Hurlbutt, Little, McDonald, Merritt, Pistor, Windsor.

APPROVAL OF MINUTES: The minutes of the meeting of April 11, 1960 were approved as distributed to members of the Senate.

CATALOGUE MATERIAL: The Senate accepted proposed catalogue material as follows:

Bacteriology 217a,b Applied Microbiology (4-4) Yr. Evenson

A study of some of the micro-organisms that are important in agriculture and in the dairy, food, fermentation, and textile industries. 2R, 6L. P, 117b. Fee \$10.00.

Psychology 40 The Normal Personality (3) II Kauffman

The practical implications of psychology for normal personality growth and development. P, 1a-1b.

Psychology 347 Theory of Psychotherapy (3) I Meadow

Analysis of the major theoretical approaches to the prevention and therapy of behavioral disorders. Individual, group, and community approaches will be studied. P, permission of instructor.

Psychology 348 Neurological and Psychological Behavioral Disorders (3) I Beaton-Estes

Theory of neurological and psychological behavioral disorders. The course will include several clinical demonstrations of cases. P, permission of instructor.

REPORT ON PETITIONS, ACCEPTANCE OF: President Harvill asked if there were comments to be made concerning the annual report to the Senate by the Registrar summarizing actions approving or disapproving student petitions during the previous academic year. This report had been sent to Senate members in advance of the meeting. There were no comments.

ARIZONA COLLEGE ASSOCIATION REPRESENTATIVES, ELECTION OF: Dr. Gegenheimer placed in nomination the names of Professor William J. Pistor and Professor Joseph L. Picard as representatives of the University of Arizona on the Arizona College Association Council. By appropriate action, nominations were then closed and the secretary was instructed to cast a unanimous ballot for Professors Pistor and Picard.

1961 MEETING OF ARIZONA COLLEGE ASSOCIATION, ANNOUNCEMENT RE: Dr. Gegenheimer announced that the 1961 meeting of the Arizona College Association would be held in Flagstaff on the campus of Arizona State College, on Saturday, April 15.

RETIRING SENATE MEMBERS, EXPRESSION OF APPRECIATION TO: On behalf of the Senate, President Harvill expressed appreciation to four members of the Faculty Senate, College representatives, who at this meeting would be completing periods of service as Senators. These included Professors Bogart, Crowell, Andersen, and Bateman.

SENATE ELECTION REPORT, PRESENTATION OF: At the request of the President, Mr. Grant presented to the Senate the results of the recent Senate election, as submitted by Dr. Klaiss, Chairman of the Faculty Elections Committee. The report was as follows:

College Representatives elected to serve a two-year term beginning July 1, 1960 -

Henry Tucker - College of Agriculture
Louis A. Myers, Jr. - College of Business and Public Administration
Jacob T. Hunt - College of Education
Charles R. Hausenbauer - College of Engineering
Eugene T. Conley - College of Fine Arts
John J. Irwin, Jr. - College of Law
Reuben G. Gustavson - College of Liberal Arts
Daniel J. Murphy - College of Mines
Joseph A. Zapotocky - College of Pharmacy.

SENATE COMMITTEE ON SABBATICAL LEAVES, FURTHER REPORT RE: Dr. Patrick submitted a revised report on the special committee on Sabbatical Leaves. The report had been considered by the Senate at its meeting of April 11, 1960 and had been further reviewed by the Committee in the light of Senate discussion. The revised report of the Committee was as follows:

Revised Report of
Senate Committee on Sabbatical Leaves

May 16, 1960

(see also minutes of Dec. 5, 1960 meeting)

The Senate Committee on Sabbatical Leaves has reviewed the present sabbatical leave practices at The University of Arizona and has examined a survey, "A Sabbatical Leave Survey Among Forty Selected Colleges and Universities," made by Charles H. Dailey, Oregon State College, 1955-56. Dailey found that among the 37 colleges answering his questionnaire, 24 had sabbatical leave policies with various minor differences.

The Committee hoped, at first, to be able to define rather exactly the purposes appropriate to sabbatical leaves and perhaps provide a scale of merit for projects of various types. It was found on further study that the appropriateness of projects is related closely to special circumstances in the many departments comprising the University, and that acceptable criteria could not be reduced to a simple pattern common to all divisions.

In the plan proposed, there is latitude for department heads and deans to take special circumstances into account in estimating the merits of a particular application.

The following provisions for a sabbatical leave policy are those judged by the committee to be generally applicable.

(1) It is understood that the sabbatical leave is an administrative action which should be employed in those instances where it is deemed necessary for a member of the faculty or staff to keep abreast of his field, remain effective in his present position, and render the greatest possible service to The University of Arizona, as a member of its faculty or staff.

(2) A sabbatical leave shall be taken only in those instances when the considered judgment of the faculty member concerned, his department head, college dean, academic vice president, University president, and the Board of Regents agree that it would be in the best interest of The University of Arizona to do so in conformance with paragraph one; and such leave will be granted only to faculty members who have served on full time continuous appointment (either fiscal or academic) at the University for a period of not less than six years.

(3) As an aid in the evaluation of proposals for sabbatical leave, the head of the department will obtain evaluations of the project by persons of recognized competence in the applicant's field of study.

(4) Service counted towards requirements for sabbatical leave begins with appointment to an instructorship or an equivalent rank on the faculty, but sabbatical leaves will be granted preferably to members of the faculty who have attained the level of assistant professor or a higher level, or the equivalent of such ranks. Department heads and directors are eligible for sabbatical leave, although it is recognized that arrangements for sabbatical leaves for persons in these positions might be difficult.

(5) The sabbatical leave shall be either for one or two semesters. If the sabbatical leave is for two semesters, the amount of the compensation will be three-fifths of the recipient's salary; if the sabbatical leave is for one semester, it will be full pay for that period.

(6) It is appropriate that members of the faculty receiving compensation for two consecutive semesters of sabbatical leave supplement this income through fellowship or scholarship awards or grants-in-aid. They may not accept employment during the period of sabbatical leave if such employment would be detrimental to the purposes for which the sabbatical leave is granted. Additional compensation expected is to be fully explained on the application form and approved before the leave is granted; opportunities developing later must be cleared.

(7) Applications for either or both semesters of the following year must be filed not later than February 1 on forms provided. Applications may be withdrawn without prejudice to further applications provided reasonable notice is given.

(8) A member of the faculty granted sabbatical leave is required to return to The University of Arizona for not less than one year of further service, and if he does not return, he is required to refund the amount of the pay received during such period.

(9) On completion of the sabbatical leave, and not later than the end of the first semester thereafter, a concise final report shall be filed covering the attainment of the purposes stated in the application.

(10) Following the sabbatical leave, six years of further service shall be required before the faculty member can become eligible for a second sabbatical leave. Leaves of absence will ordinarily be counted in a period of service towards the sabbatical leave.

(11) These policies shall be effective beginning with the academic year of 1961-62.

David L. Patrick, Chairman
Professor H. D. Christensen
Dr. Henry Freiser
Dean Shaw Livermore
Dr. C. F. Wallraff

It was pointed out that most of the revisions in the earlier committee report had been made in an effort to avoid misunderstanding of the University Sabbatical Leave Policy so far as the Bureau of Internal Revenue was concerned.

Dean Myers moved acceptance of the revised report. This motion was seconded by Dr. Haury and the motion carried.

ADJUSTMENT IN POLICY RE REPORTING STUDENT ABSENCES, DISCUSSION OF: The Senate considered a proposal from Dr. Henry Tucker that under the section headed "Absences" under GENERAL REGULATIONS on pages 91 and 92 of the biennial catalogue, paragraphs 3, 4, and 5 be deleted. Dr. Tucker made his proposal as a formal motion.

Dr. Tucker explained that the implementation of the policies outlined in these three paragraphs placed a real burden on faculty members and on the offices of the Dean of Men and Dean of Women. Dr. Tucker felt that because the work load involved in following the stated procedure is so great, many faculty members are completely disregarding the procedure anyway. In answer to comment that the University had a responsibility to know when students were absent from classes for an extended period of time, Dr. Tucker said that the present plan simply is not operating effectively. He felt it was wrong to take valuable time away from teaching to do clerical chores such as preparing absence reports.

The President pointed out that when the present policy was adopted, it was done with the thought of encouraging students to attend class by discouraging extended absences. Moreover, this system presumably protects the University from not knowing when a student is absent from classes for an extended period of time.

Mr. Bogart explained that he served on the original committee that formulated the present catalogue statement and that experience in many courses had been that class attendance was much more regular after the regulation was adopted, particularly in lower division courses. He felt it is necessary to be realistic

and that it is helpful to have a deterrent to discourage freshmen and sophomores from cutting classes. Mr. Bogart pointed out that the committee felt after the regulation went into effect not only had class attendance improved but scholastic attainment had as well.

Dr. Tucker stated he felt that attendance need not be checked carefully because if a teacher is doing a good teaching job, his students will want not to miss class and will be present without the need of attendance being carefully checked.

Mr. Denton said he felt a number of faculty members agreed in principle with Dr. Tucker except they did feel attendance should be checked. He suggested that four consecutive absences be reported to the Dean of Men or Dean of Women. However, personnel deans need not be required to report the results of their investigations of why the absences have occurred back to the faculty, he felt. In other words, any "follow-up" would be left completely in the hands of the personnel deans.

Dean Slonaker pointed out that the present system is not working well, principally because such a large number of faculty members are not reporting extended absences. Dean Slonaker said he felt not more than thirty-five or forty members of the entire faculty are reporting absences carefully. The majority are not. Dean Slonaker explained he was concerned that a student could disappear from the campus for a long period of time and this fact not be known by his office. The control of men students is less strict than that of women students. The Dean felt that the present system, even though it is designed to help provide such control, is not operating effectively.

Dr. Nugent stated he could not accept Dr. Tucker's recommendation because it would leave the University without any means of knowing it should a student simply disappear. This proposal would leave the University without any control of all men students, as well as of women students not living in campus residences.

Dr. Blitzer at this point remarked that this problem was related to a study which was being contemplated by the Committee of Eleven, a study of excused absences in unlimited number for certain students. He referred to one student who had been granted ten excused absences in one class in a recent semester. Dr. Blitzer asked that if the absence policy is to be reviewed, the reviewing committee study also the matter of excused absences, not only for the benefit of the student but also the instructor who, when plagued with an excessive number of excused absences had the responsibility of helping the student with work missed.

Dr. Harvill stated he hoped the Committee of Eleven would study this matter carefully.

Dr. Gegenheimer stated he felt a distinction could be made between lower and upper division students. He felt that a check on absences was necessary in lower division courses while it was not necessary in upper division courses where students have more maturity.

Dr. Harvill asked how Dr. Gegenheimer would interpret the statement of Dean Slonaker that only a comparatively small number of professors report excused absences. Dr. Gegenheimer said one answer would be that the majority of faculty members do not have excessive absences, that is that students seldom cut their classes.

Dr. Gegenheimer mentioned another problem and that is that there is a great time lag between the time an extended absence report is submitted to the Dean of Men and Dean of Women and the time the report is received back from the deans' offices as to what an investigation of the reason for the absence has revealed. Dr. Gegenheimer then suggested that a special committee be appointed to investigate this matter carefully and submit a report to the Senate in the fall of 1960. If a change in the policy as announced in the catalogue is to be made, it could be published in the 1961-63 catalogue.

Dr. Gegenheimer then indicated he wished to move that such a committee be created.

It was pointed out that Dr. Tucker already had a motion on the floor. Dr. Tucker withdrew his motion in favor of Dr. Gegenheimer's and Dr. Gegenheimer's motion was then seconded by Dr. Patrick.

Dr. Gegenheimer suggested a committee of five to seven members be created, to include a representative from the Registrar's office and the offices of the personnel deans.

Mr. Denton asked that a representative of the infirmary also be included on the committee. He pointed out that students have difficulty in obtaining a note from the infirmary that an absence has been due to illness. Dr. Harvill asked Dr. Nugent to review this question with the University physician. It was agreed that it might not be feasible for the infirmary to give a student a note every time he had a sore throat and went to the infirmary for such a slip.

Dr. Tucker suggested a representative from the Physical Education Departments be on the committee and Mr. Bogart suggested a representative of the ROTC staff be appointed. Dr. Harvill assured the Senate that a representative committee would be appointed.

Dr. Harvill did ask, however, if this committee would be looking into a matter which is already being studied by the Committee of Eleven. Dr. Blitzer explained that the matter of excessive excused absences was on the agenda for the next meeting of the Committee of Eleven but the matter had not been considered as yet. He felt the Committee of Eleven had not planned to include the entire question of absences in general.

Dr. Harvill explained that the appointed committee would study all aspects of the absence matter, including the authorization of excused absences both for mass functions and small group trips, the matter of field trips, trips of athletic teams, whether or not absences have been arranged prior to the trip or after the trip has been completed, etc.

At this point Dean Rhodes commented that he felt that many faculty members did not report excessive absences simply because they did not have such absences in their classes to report. This is because some faculty members make classes more stimulating and interesting than others and students simply are unwilling to miss such classes. However, it must be accepted that freshman and sophomore classes are probably less stimulating than upper division and graduate courses, and, as a result, probably have a higher excessive absence rate.

Dr. Tucker stated it was his belief that if one of his students felt if he did not go to Dr. Tucker's class he could not pass the course, he had done a good job as instructor.

Dr. Patrick suggested that the committee give attention to the psychology of the student in determining a method of reporting absences. He said he felt sometimes we overlook an opportunity we have to find out what students think and what would work out best for them. He hoped the committee would talk to representative students in their deliberations in the hope that a system of absence control can be developed which is acceptable to students, that is, one that students will consider reasonable and effective to a greater degree, partly because they have been consulted.

A vote of the motion was then called for and it carried unanimously.

PROPOSAL FOR SOLICITING COURSE CRITIQUES FROM STUDENTS, DISCUSSION RE: The Senate considered a proposal from the Committee of Eleven, originally submitted by Dr. James McDonald, that a plan be developed whereby students in undergraduate and graduate courses would be asked once each semester to submit to their respective instructors course critiques. The recommendation pointed out that such critiques would be given to and only to the individual instructor and not to any administrative or supervisory personnel. The critiques would be written anonymously.

Dr. McDonald's comments supporting the proposal included the following:

"It seems indisputable that some benefit will accrue from such a system of candid analyses of our teaching efforts. Notwithstanding the possibility that there exist instructors who might pay little heed to such critiques and notwithstanding existence of students who might be incapable of offering incisive critical comment, the plan, on balance, seems to me to have merits considerably outweighing certain inherent weaknesses.

"Very briefly, I believe that a university owes it to its student body to ask its assistance in improving teaching effectiveness. Since no administrative pressures upon instructors could accompany the recommended system, no possible infringement of academic freedoms could be involved. From at least some students would come critiques that would benefit at least some instructors."

Mr. Irwin asked if the vote in the Committee of Eleven on the proposal had been unanimous. It was explained that at the time the matter had been voted upon only six members of the committee were present and the vote was four to two in favor of the recommendation.

Dr. Haury explained that he had been one of the two people who had voted against the proposal in the Committee of Eleven because he felt it would serve no useful purpose. He pointed out this sort of survey had been conducted before and no good had resulted. If such critiques were obtained from members of classes on an optional basis with each instructor, then Dr. Haury said he would have no objection to it.

Dr. Tucker remarked that he saw merit in making such a procedure optional. He pointed out that some divisions of the University have forms available on an optional basis for obtaining such critiques at the present time. He said he believed a good instructor knew how well he was succeeding in his teaching efforts. He stated he did wonder how valuable comments from lower division students might be.

Dr. Gegenheimer wondered how anonymity could be maintained if the form proposed by Dr. McDonald were used.

Dr. Patrick recalled that the last time a rather wide critique of the faculty was obtained, he felt that the opinion of students was on the whole valuable. Although at that time anonymity was guarded carefully, adverse criticism occurred rarely.

Dean Livermore pointed out that two widely different surveys of this sort had been run in the College of Business and Public Administration in the past year. One of these was in a large freshman class and the information obtained was very helpful. As a result, the course concerned is being revised. The other course was an advanced seminar. The instructor wanted guidance and felt he had received real assistance as a result of the critique.

Mr. Grant pointed out that professional testing houses provide critique forms which could be obtained.

Dr. Blitzer pointed out that he felt there was a difference between Dr. McDonald's proposal and the procedure followed in earlier surveys. Dr. McDonald was suggesting that the faculty itself seek advice. This would not be a survey for student evaluation of the instructor as much as it would be a means to assist the instructor to improve his own effectiveness.

Mr. Denton pointed out that the recommendation was that critique forms be prepared and be available in the deans' offices for faculty members to use in their classes. It was his understanding that Dr. McDonald's proposal was that conducting of the survey was obligatory. Mr. Denton felt that whether or not the faculty member conduct such a survey should be optional.

Dr. Harvill pointed out that any faculty member presently has the right to conduct such a critique. As a matter of fact it is rather regularly done in some divisions of the University. The only new idea would be that standardized forms would be provided for this purpose.

The Senate then reviewed again the proposed questions Dr. McDonald suggested be used in the critique form.

Professor Marcoux pointed out that he was sure Dr. McDonald did not intend that a regular standardized form with set questions be used.

Dr. Tucker suggested that each dean make appropriate forms available to interested faculty members in the fall and inform the faculties of their availability at the fall college faculty meetings.

After further general discussion it was evident there was considerable difference of opinion among Senate members as to whether or not a procedure for faculty critiques should be formally established, even on an optional basis. Dr. Haury then moved that the entire question be tabled. Mr. Bogart seconded the motion and it carried unanimously.

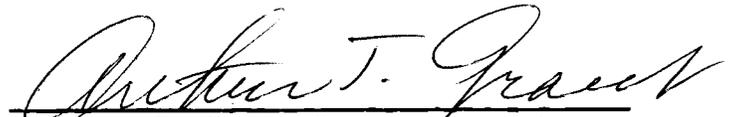
INCREASE IN FEES IN 1961-62, REFERENCE TO: Dr. Harvill referred to the recent announcement of the Board of Regents that in 1961-62 the non-resident tuition fee would be increased from \$250 to \$300 per semester, or from \$500 to \$600 per year.

The incidental registration fee paid by all students, including resident students, would be increased \$12.50 per semester or \$25 per year.

Dr. Blitzer remarked he hoped the increase in the out-of-state tuition fee would not discourage the coming to the University of superior students who would be unable to afford the new charges. He hoped that effort was being made to obtain additional scholarship funds to attract superior students from out of state. Dr. Harvill pointed out this is a matter which is constantly being studied.

Dr. Harvill then reviewed briefly the procedure to be followed in preparation of the legislative request budget for 1961-62. He pointed out that in an effort to raise salary levels the amount of money being asked for capital items should be kept to a minimum.

The meeting adjourned at 5:40 P.M.


Arthur T. Grant, Secretary pro tem