

ELECTION OF ADVISORY COUNCIL. The President announced that the first order of business was election of the Advisory Council. It was explained that faculty legislation provides that six members are to be elected, and that not more than three may be deans. Anyone receiving a majority of votes cast is to be declared elected. If there are not six people receiving a majority on the first ballot, twice the number of those to be elected are to be selected as nominees among those who receive the highest number of votes and another ballot taken.

The first ballot resulted in the election of:

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| O. K. Burrell | E. H. Moore |
| Dan E. Clark | Wayne L. Morse |
| James H. Gilbert | Howard R. Taylor |

Dean Gilbert announced that he would be on leave of absence during the summer and fall. Professor John Stark Evans moved that the remaining five members select a person to serve during Dean Gilbert's absence. The motion was seconded, but after brief discussion was withdrawn.

Professor Samuel H. Jameson moved that the person receiving the next highest number of votes to those elected act as member of the Advisory Council during Dean Gilbert's absence. This motion was seconded, but after brief discussion was withdrawn.

Professor James D. Barnett moved that the faculty do nothing with regard to the vacancy which will be caused by Dean Gilbert's contemplated absence. This motion was seconded by Professor Howard R. Taylor, put to vote and carried.

REPORT OF FACULTY SENATE. Professor Carlton E. Spencer, secretary of the Faculty Senate, reported that the Senate had recommended, after favorable report by the Course Committee, the approval of certain course changes in the School of Music which are listed on a document under date of May 1, 1940, on file in the President's Office. He moved that the faculty approve the changes. The motion was seconded, put to vote and carried.

REPORT OF ADVISORY COUNCIL. Dean Wayne L. Morse submitted a report of the Advisory Council. Upon motion by Dean Eric W. Allen, duly seconded and carried, it was voted that this report be spread in full upon the faculty minutes.

"Report of the Advisory Council to the University of Oregon Faculty.

"It has been customary for the Advisory Council to report periodically to the faculty concerning its work and actions. Although there is not any faculty legislation specifically requiring an annual report of the Advisory Council, the faculty has, on occasions, called for a report from the Advisory Council and the Council, on its own initiative, on other occasions, has submitted a report. On November 1, 1933, the faculty passed a resolution calling for written reports from all faculty committees. At a faculty meeting held on January 10, 1934, it was recommended that reports of the following committees should be read to the faculty: Advisory Council, Appointment Bureau Committee, and the Free Intellectual Activities Committee.

"A check of the faculty minutes shows that since 1933 the Advisory Council has submitted reports to the faculty on the following dates: April 10, 1933, November 1, 1933, October 27, 1936, September 22, 1937, and February 2, 1938. In addition to the formal reports last mentioned, the Council has from time to time submitted recommendations to the faculty relative to specific issues. The faculty, on numerous occasions, has referred matters to the Advisory Council for action, and in some instances the faculty has empowered the Council to act for the faculty, especially during the summer months.

"The Council this year believes that the custom of submitted an Advisory Council report to the faculty is a good one, and, therefore, it submits the following report to the faculty.

"I - Meetings of the Advisory Council

"The Advisory Council does not have any regular meeting date, but rather meets at the call of the President of the University or upon the call of the Vice-chairman of the Council whenever a matter within the jurisdiction of the Council is to be considered. Sometimes an individual member of the faculty or a group of faculty members submits to a member of the Council a request that the Council give consideration to some particular problem, and on such occasions it has been customary for a member of the Council, so approached, to present the matter at the next scheduled meeting of the Council, or to request that a special meeting be convened.

"Since July 1, 1939, the Advisory Council has held 29 meetings. Very few of the meetings have been short meetings. Ordinarily the meetings last from an hour to two hours, and a four-hour meeting, especially when budget matters are to be considered, is not at all uncommon. Thus far, the Council has spent at least 50 hours in meetings on the 1940-41 budget, and the future promises well for additional meetings on the same subject.

"II - Jurisdiction of the Council

"The history of the Advisory Council has been a very interesting one, and illustrates the consistent and insistent requests over the years of the faculty of the University for an advisory voice in the formation of University administrative policies. The record of the Council is replete with instances in which the Council has differed with University executive officers, and sometimes, the faculty has approved the recommendations of the Advisory Council on certain matters, even though those recommendations did not meet with the approval of the executive officers. Many members of the faculty will recall the fine service performed by the Council during the so-called reorganization days following the Hall regime. It will be remembered that on April 5, 1933, the faculty instructed the Advisory Council to prepare a report on the budget and submit the same to the faculty for consideration and action. The Council prepared a very lengthy and thorough report, in keeping with the faculty's instructions, and on April 10, 1933, Dr. Townsend, as the representative of the Advisory Council, presented the report to the faculty. The report was discussed fully at the meeting of April 10, 1933, and the faculty minutes for that date read in part, as follows: 'Moved by Professor Erb, seconded by a member of the faculty, and passed, that the faculty approve the report of the Advisory Council, and that a copy of the report be transmitted to the Chancellor and to the members of the Finance Committee of the State Board of Higher Education'. Thus we can take pride in the fact that it was our own President, who, as a professor on our faculty, helped establish a very desirable jurisdictional precedent in the interest of independent action on the part of the faculty and the Advisory Council.

"However, it is to be noted that certain steps of procedure must be followed if the Advisory Council and the faculty should ever again decide to submit a matter to the Board. The proper channels of procedure require that a report be filed first with the President, with instructions to submit it to the Chancellor, with further instructions to submit the same to the Board, along with such recommendations as the President and the Chancellor may wish to file. It is obvious that this jurisdictional power is one which should never be resorted to except in extreme emergencies, and in the opinion of this year's Council, it is one which will never have to be used so long as we are favored with our present President.

"On October 27, 1936, Dr. Boyer presented an Advisory Council report to the faculty, said report containing a series of recommendations for a reorganization of the Advisory Council powers. It probably is desirable to review briefly the action taken by the faculty on that occasion, because ever since the adoption of the report of October 27, 1936, the powers and jurisdiction of the Advisory Council have not been modified. The records show that the faculty has clothed the Advisory Council with the following powers and jurisdiction:

"(1) The Advisory Council, as a faculty committee, shall serve the faculty and the President of the University in an advisory capacity. The advisory powers and jurisdiction encompass all matters of policy not specifically delegated to other faculty committees.

"(2) The Advisory Council shall be continued as a faculty committee for the purpose of advising the President regarding the formulation of the annual budget.

"(3) The Advisory Council shall continue to exercise the power of a committee on tenure and promotion.

"(4) The Advisory Council shall be recognized as a committee on committees, with the responsibility of nominating to the President of the University, all committees, originating with the faculty, excepting only those that are elected by the faculty itself. It is definitely understood, however, that in the nomination of committees to the President, no member of the Advisory Council shall be recommended for a place upon any of these faculty committees.

"(5) The Advisory Council shall be elected at the regular faculty meeting in May of each year, and each newly elected Advisory Council shall serve from July 1, to June 30.

"III - Work of the Council during the year 1939-40

"In keeping with the above-mentioned jurisdictional powers, the Council, during the past year, has considered a wide variety of problems and issues.

"President Erb has cooperated with the Council whole-heartedly, and he has demonstrated time and time again that he is keenly appreciative of the democratic processes in faculty government, which are traditional on this campus, and which should characterize the relationships between the faculty and the administration. The Council, in turn, has endeavored to approach the various problems presented to it in the spirit of endeavoring to understand the complex groupings of obligations and responsibilities which are inherent in the position of a college president.

"As shown by the minutes of the Council, which are kept on file in Dean Gilbert's office and are open to the inspection of the faculty, much of the work of the Council during the year has involved a consideration of the following major topics.

"(1) The Advisory Council, acting through a sub-committee, made a study of the organization of faculty committees, and submitted recommendations concerning the same to the President. The recommendations included nominations of appointees for the various committee posts. It is the opinion of this year's Council that there is still a need for further revision of faculty committees in the interests of greater simplification of committee organization. It is the recommendation of the Council that nominations for committee assignments should be made before the end of the spring term of each year, so that members of the faculty assigned to committees can take advantage of the summer months in outlining and planning committee work.

"(2) During the past year the Council has advised with the President concerning certain cases in which charges have been filed against members of the faculty, alleging conduct unbecoming a faculty member. Difficult as such cases always are, the Council and the President have proceeded cautiously, and we believe, judiciously. The very nature of such cases makes it desirable that hearings be held in executive sessions of the Council, and that open discussion of so-called faculty discipline cases be avoided as much as possible, in order to protect the best interests of the faculty member involved, as well as the institution.

"(3) The Council has made recommendations to the President relative to the expenditure of out-of-state travel funds. The total amount of out-of-state travel funds is small, and, therefore, many requests for out-of-state travel money could not be granted. It has been the policy of the Council to recommend the granting of out-of-state travel funds for attendance at educational conferences and conventions, only upon the following showing:

- "(a) That the faculty member involved has been invited to deliver one of the principal papers at the convention; or
- (b) That the faculty member is one of the principal officers of the association; or
- (c) That the sending of a delegate to the convention is necessary in order to maintain accredited standing of one of the University schools or departments in the association; or
- (d) That some clear advantage will accrue to the University by having a member of the faculty attend the conference of meeting, for which funds are asked.

"Further it is to be noted that in granting out-of-state travel requests, only railroad fare, or in case of meetings at considerable distance, railroad fare and tourist Pullman are allowed. Meals, hotel, and other incidentals must be paid for by the traveler, until such time as the appropriation for out-of-state travel is enlarged. It should be remembered that all requests for out-of-state travel must be approved by the Governor of the State, as well as by the President and the Chancellor.

"(4) Last fall, during the months of October and November, individual members of the Council at several of the meetings, presented their views to the President concerning the so-called science issue. The Council asked the President for an expression of his views concerning the matter, and the President presented views which were approved highly by the Council.

"It was then agreed that the Council should meet with the Chancellor and present its views to him, and also listen to the Chancellor's analysis of the problem. Such a meeting was held on December 4, 1939. As a result of that meeting, it was agreed that the members of the Science faculty should draft a brief or report, concerning the science problem, and present the same to the Advisory Council, which, in turn, would confer with the President and the Chancellor in regard to the problem. Such a report was prepared by the Science faculty and submitted to a sub-committee of the Council. The sub-committee made suggestions for certain changes to be made in the report, which were approved by the Council. The report was sent back to the Science faculty for revision, and following the revision, it was filed, under relatively recent date, with the President.

"It is the opinion of the Council that progress in regard to the matter has been made during the year, and that there are indications that a satisfactory solution of the issue will be reached in due course of time. The Council wishes to make clear to the faculty in this report, that it has taken the position that upper division and graduate work in science should be offered at the University, and that the issue should be determined upon its educational merits, after a full record has been presented to the executive officials of the State System of Higher Education and the Board.

"(5) The most difficulty and time-consuming task of the Council is its work as an advisory budget committee, and committee on tenure and promotion. The procedure followed by the Council is to have each Dean appear before the Council and the President and present his budget, and arguments in support of his budget recommendations. Before such meetings are held with the Deans each member of the Advisory Council is supplied with such budgetary data as are necessary for an intelligent understanding of the fiscal problems of the University.

"The limitation of funds makes the task of the Council particularly difficult, because many of the budget recommendations of the Deans cannot be granted, including many of the exceptionally meritorious ones. However, the Council proceeds cautiously and carefully in its study of budgetary problems, and usually its recommendations to the President are by a unanimous vote. We believe that the best evidence of the thoroughness of the budget work of the Council is shown by the fact that the President has usually agreed with the final recommendations of the Council, and the reasons in support thereof.

"The recommendations of the Advisory Council in regard to budgetary matters can be found in the minutes on file in Dean Gilbert's office. However, it should be pointed out that because of the human factors and interests involved, the minutes necessarily cannot show the evidence and factors which the Council took into account in reaching its final budgetary recommendations. In that regard, it must assume that the faculty has confidence in its discretion.

"(6) In addition to the above major fields of Council activity during the past year, it has spent a great deal of time on a large number of miscellaneous matters, too numerous to mention in this report. However, the minutes will show that many matters, affecting the public relations of the University, and academic problems are discussed at Council meetings with the President.

"In concluding this report, the Council wishes to emphasize the point that the Advisory Council is a faculty committee. It is responsible to the faculty, and it is obligated to present to the administration faculty viewpoints and attitudes. It can be of maximum service to the faculty, only if individual members of the faculty, groups of faculty members, and the entire faculty itself see to it that the Advisory Council at all times is instructed as to faculty needs and desires. If the faculty is always cognizant of its obligations in that respect, there is little danger that the Advisory Council will ever become an administrative body, but will continue to be a faculty advisory body, cooperating with the administration.

Respectfully submitted,

Donald M. Erb, Chairman
Wayne L. Morse, Vice-Chairman
D. E. Clark, Secretary
O. K. Burrell
J. H. Gilbert
E. H. Moore
H. R. Taylor "

There being no further business the meeting adjourned at 5:00 p.m.

Carlton E. Spencer, Secretary
Pro Tempore

Saturday, June 8, 1940

SPECIAL MEETING OF THE FACULTY

The meeting was called to order by Dean Wayne L. Morse. A quorum being present the following business was transacted. The minutes of the meeting held May 1, 1940, were read and approved.

APPROVAL OF DEGREES. A report was received from the Registrar certifying that certain students had fulfilled all requirements for degrees. The list included 594 baccalaureate degrees, 52 advanced professional degrees and 75 graduate degrees, totaling 721 degrees in all. A copy of the list is on file in the President's Office. It was moved, seconded and passed that the students named be recommended to the State Board of Higher Education for the degrees indicated.