ADVISORY COUNCIL
MINUTES
November 27, 1978

2:00 - 5:00 pm  Johnson Hall Conference Room

Members Present:  Paul Holbo, Wanda Johnson, Richard Littman (Chair),
                  David Povey, Diane Reinhard (Secretary), Shirley Wilson,
                  Don Tull, Arnulf Zweig

Others:  2:45 - 3:30pm  Robert Albrecht
         3:45 - 4:45pm  Paul Olum, William Boyd

1. Minutes

   The minutes of the November 13 and 20 meetings were approved
   as close approximations to what happened.

2. Sabbaticals

   Everyone agreed that there should be a critical review of any
   sabbatical request. However, some members were concerned that the
   criterion "preparation for future work at the University" would be
   narrowly applied. Denying requests for persons 63 was also
   questioned. The AC will ask Olum to draft a statement to the
   faculty that the Council can respond to before it goes out.

2:45 - 3:30pm  Robert Albrecht

3. American English Institute

   Bob Albrecht joined the AC in our discussions of the advantages
   and potential problems associated with setting up a self-supporting,
   non-credit English Institute. Having this service could very well
   increase our foreign student enrollments in that after they finish
   these DCE courses, they would apply for regular admission status.
   The only problems that were identified were as follows:

   A. Sometimes "self-supporting" programs are really a burden on
      existing student services. This program should be set up
      to explicitly show all costs, e.g., processing, dorm, use of
      classrooms.

   B. Before the program is started, access to facilities such as
      the locker room and swimming pool will need to be determined.
      Policies on access and fees are needed for students in other
      special programs such as HEP and Upward Bound.

   C. There is some concern that the special learning needs of
      minorities within Oregon and the U.S. are not being met. Should
      the institution set up programs for these populations before
      foreign students?
3:45 - 5:00pm  Olum, Boyd

4. **Affirmative Action**

An update on the functioning of the Affirmative Action Office was provided.

5. **Sabbaticals**

Olum agreed to prepare a draft. He also indicated that about 2/3 of the faculty do in fact submit sabbatical reports.

6. **Evaluation**

Olum will again check with legal counsel to verify that unsigned student comments cannot be used for promotion/tenure decisions.

7. **The Future of the University**

The AC decided to wait until next week to begin with the presentation from Boyd and Olum on the future of the University and academic long-range planning.

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**Agenda Items:** Admission requirements, rock concerts, budget planning, carrying load of graduate students, Legislators meeting, affirmative action function, non-retention of tenured faculty, computers, AC long-range planning, academic long-range planning, encore for presentations, research support, appointment concerns, Osibov's replacement, Curriculum Committee charge
2:10 - 5:00 pm  Johnson Hall Conference Room

Members Present:  Paul Holbo, Wanda Johnson, Richard Littman (Chair),
                David Povey, Diane Reinhard (Secretary), Shirley Wilson,
                Don Tull, Arnulf Zweig

Others:  3:20 - 5:00 pm  Paul Olum, William Boyd

1. Minutes

   Minutes from the November 27 AC meeting were distributed and
   approved as written.

2. Items From Floor

   A. Long Range Planning
      Several members expressed a desire to address agenda items that
      have accumulated over the term.  AC members will review and
      select items for which they will assume responsibility for
      looking into and reporting back to the AC at the next meeting.

   B. American - English Institute
      The AC was under the impression that this Institute was in the
      planning stages; however, some sections of the University have
      been informed that the program is in operation.  Wanda Johnson
      will check on the Institute's status and report back to the AC.

   C. Dick Littman talked to the Mortar Board representative about
      our comments on the GTF teaching award and suggested she contact
      Boyd to continue the discussion.

   D. AC members decided to discuss Tull's paper at the next meeting
      since some members were not prepared to do so at this session.

   E. The AC will meet on December 11, but will not meet again until
      January 8, 1979.

   F. Committee on Committees
      Since Mimi Johnson refused to accept the assignment, Dick Littman
      will contact Charles Wright, Roland Bartel, or Peter Von Hippel
      to determine their interest in serving.  Dick Littman will check
      to see if the proposed study of committees was shared with the
      Committee on Committees.

   

   PRESIDENTS OFFICE
   University of C.

   DEC 13 1978
G. Curriculum Committee
The draft amendment to faculty legislation that outlines the functions of this Committee was reviewed.

3:20 - 5:00 pm  Paul Olum, William Boyd

3. Long Range Planning

The following areas were raised by Boyd and Olum and briefly discussed.

A. General Mission of University
Research University of AAU-type that is excellent in a limited number of programs. There is a need to promote instructional activities particularly at the undergraduate level in addition to research and scholarly activities. The Liberal Arts undergraduate degree should also be emphasized.

B. Enrollment
Three suggestions were made for increasing the enrollment - improving registration, financial aid packages and student recruitment. There is some feeling that OSU treats their students better. The workload of courses per professor is higher at OSU. The U of O loses about 8% more students (freshman-sophomore year) than does OSU.

C. Curriculum Survival Plans
Boyd asked for counsel from the AC on what needs to survive - what is critical to the curriculum. At least one faculty member mentioned the curriculum work being done within Arts and Sciences and urged Boyd and Olum to assume some leadership in seeing that needed curriculum reform does occur.

D. Professional Schools
The need for new relationships between Arts and Sciences and the professional schools was raised. A 3-2 program being planned in the Business School which attempts to integrate schools was discussed as an example of what might be developed.

E. Magnitude of Budget Problems
It was generally agreed that faculty members simply do not understand the magnitude of our funding problems. It was suggested that a series of forums may be a good approach to orienting faculty to the inevitable future reductions.

F. Summer School
The blanket 85% budget allocation for Summer, 1979 was discussed. There is a need to examine this practice as well as look at the whole function of Summer School.
G. Existing Academic Planning
Olum indicated that Civin has been doing some financial long range planning and feels we are further ahead in this area than in our "mission - programmatic efforts". Bob Albrecht did start meeting and discussing future program plans with all Deans last year and plans to continue the dialogue this year.

Agenda Items: Admission requirements, rock concerts, budget planning, carrying load of graduate students, legislators meeting, affirmative action function, non-retention of tenured faculty, computers, AC long-range planning, academic long-range planning, encore for presentations, research support, appointment concerns, Osibov's replacement, Curriculum Committee charge, sabbaticals
ADVISORY COUNCIL
MINUTES
December 11, 1978

2:00 - 5:40 pm Johnson Hall Conference Room

Members Present: Paul Holbo, Wanda Johnson, Richard Littman (Chair), David Povey, Diane Reinhard (Secretary), Shirley Wilson, Don Tull, Arnulf Zweig

Others: 3:30 - 5:40 pm Paul Olum, William Boyd

1. Minutes

The December 4 minutes were distributed as was a draft of a letter to Boyd regarding Affirmative Action functions. AC members should call in any corrections by December 13.

2. Agenda Items

Several AC members have expressed some anxiety regarding the lack of closure of the agenda items that appear at the end of AC minutes. Therefore, each agenda item was discussed and if necessary an AC member(s) was assigned to research the topic and bring information back to the entire AC.

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3:30 - 5:40 pm  Boyd, Olum

3. Future of the University

Topics ranged from Boyd and Olum's perceptions of goals and objectives for the University to a discussion of the merits of the management approach proposed in the Tull, et al. Report. A sampling of the comments are as follows:

A. One of Boyd's objectives is to maintain quality in content areas when enrollment is down. Another objective is to develop a management planning process. Time was never better and never has it been more important to do more long-range planning.

Boyd sees a need to go to outside constituencies to help define the objectives for the University. He also felt the need for some structure to govern the day-to-day operations.

B. There was some concern expressed by Tull that instruction receives a much lower priority than it should because of the current funding approach.

C. Olum is in favor of defining goals and does not object to consulting with outside constituencies; however, he does not believe in the rational-deductive approach for managing the University. The most important issues can not be resolved by having this management style.

D. The need to tap outside constituencies has long been recognized as important for professional schools.

E. The best way to find out if goals are agreeable to outside groups is to talk about them in a variety of public forums, e.g., before local community members and University faculty.

F. Boyd would like more information about the following: a) current valid assumptions about mission; b) what should be emphasized; c) what is the best prediction of future student population - numbers as well as mix; and d) what is the best prediction of future income.

G. Bob Albrecht has begun talking with all the Deans in an effort to get some long-range academic planning initiated.

H. Generally, Olum agreed on the need for having this information but disagreed on the process for getting it.

The above does not do justice to all topics discussed - hopefully, it is a "close approximation".
2:00 - 4:20 pm  Johnson Hall Conference Room

Members Present:  Paul Holbo, Wanda Johnson, Richard Littman (Chair),
          David Povey, Diane Reinhard (Secretary), Shirley Wilson,
          Don Tull

Others:  3:20 - 4:20 pm  William Boyd, Paul Olum

1. Items from Floor and Information.
   A. There is a need for more information on the proposed plans for
      computer capabilities - administrative uses should be a high
      priority.
   B. Enrollment seems to be down about 3%, but the poor weather
      conditions could have something to do with the decline. Some
      schools and colleges, e.g., Business, were forced to close all
      undergraduate courses after the first day.
   C. AC needs to talk with Boyd about the basketball pavilion article
      in the Register Guard.
   D. Myra Willard is scheduled to meet with the AC on January 22.
      Diane Reinhard will develop a list of questions to ask her
      which will be reviewed at the next AC meeting and be sent to
      Myra in advance of the January 22 meeting.
   E. The joint Advisory Councils will meet on February 15 in Salem.
   F. The Retirement Committee has met and determined an agenda for
      their meetings which differs somewhat from the charge proposed
      by the AC. Minutes of the first meeting were distributed.

2. Individual Project Reports.
   A. Shirley Wilson has followed up on the American English Institute.
      It appears that the program is approved; however, some problems
      with housing and tuition, for example, may not be fully resolved.
   B. Paul Holbo has developed a letter regarding the rock concert
      issue which he will share with the rest of the AC members.


   A draft of a survey of degree recipients was distributed to AC
   members. If there are questions or concerns, please contact Bob Bowlin
   by January 15.
4. **Affirmative Action Memo.**

A draft of a memo Olum prepared on Affirmative Action was reviewed and briefly discussed. AC members thought the memo was positive but some questioned the impact these new activities would have on substantially changing the workforce composition of the University. There was also concern expressed about women and minority faculty members being on a number of search committees which limits the amount of time available for writing and research.

5. **ROTC.**

Andy Thompson's letter is to be reviewed by AC members and will be discussed at the next meeting.

6. **West, Greer, Tull Report.**

The AC will meet at 1:30 pm next week in order to have sufficient time to discuss this report.

7. **Hearing Panels.**

The AC will need to identify faculty members to serve on a hearing committee for a dismissal with cause decision that has been appealed.

3:20 - 4:20 pm  Boyd, Olum

8. **Future of University.**

Boyd distributed Steven K. Bailey's *The Purposes of the University.* We will discuss the book in two weeks.

9. **Emergency Board.**

Results of efforts to recoup underfunding from the Emergency Board were shared with the AC. Boyd's analysis of the events indicate that the legislative budget analyst and members of the legislature are not clear on the type of budgeting process (non-line item) the University uses. Indirectly, the University has received more than requested - about $490,000. The formula for distribution of equipment and library books, however, was questionable. Boyd was advised to discuss in general the governor's budget and the Emergency Board action at the next University Faculty meeting.
10. **Affirmative Action Memo.**  
   (see #4 above)  
   The concerns about the memo described in #4 above were shared with Olum and Boyd.

Adjourned 4:20pm

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**January 15 Agenda Items**

2. Discuss Thompson letter
3. Review list of questions for Myra Willard  
4. Ask Boyd about pavilion
ADVISORY COUNCIL
MINUTES
January 15, 1979

2:00 - 5:00 pm  Johnson Hall Conference Room

MEMBERS PRESENT:  Paul Holbo, Wanda Johnson, Richard Littman (Chair),
                    David Povey, Diane Reinhard (Secretary), Shirley Wilson,
                    Don Tull, Arnulf Zweig

Others:  3:30 - 5:00 pm  Paul Olum, William Boyd

1. Minutes

   Minutes of the December 11 and January 8 AC meetings were approved
   as distributed.

2. Items from the floor and information items

   A. Arnie Zweig was appointed as the AC member to serve on the Ernst
      Distinguished Teaching Award Committee.

   B. A Joint Committee of Advisory Councils is being planned for
      Salem.

   C. A letter from the OSU librarian to the OSU faculty was distributed.

   D. The progress on the selection of the faculty lobbyist was
      discussed. Apparently, Bob Davis is the top contender.

   E. A draft of a letter prepared by Holbo on rock concerts was
      shared with the AC.

3. Thompson letter

   A letter prepared by Thompson regarding assignment to the
   ROTC Committee was distributed.

4. Discussion of West, Greer, Tull Report

   A number of questions were generated such as should the
   University establish a set of objectives and do we want to consult
   our constituencies in that process? The need for an information
   system and long-range planning which includes surveys was stressed.
   There seemed to be three components to the approach advocated by
   Tull, et al. The first is the need to define the appropriate functions
   and goals for the University. The second part was to survey the
   constituencies outside the University, and the third part was to
   adapt the goals and functions in response to that outside constituency.
5. **Student recruitment**

   A number of faculty members were asked to go to Portland to help recruit National Merit finalists for the University of Oregon. There was some question about whether or not they would be reimbursed. Boyd agreed to send out a letter of clarification.

6. **Basketball pavilion**

   The news story regarding the basketball pavilion was discussed by Boyd.

7. **Retirement**

   Olum expressed concern about the scope of tasks to be undertaken by the faculty committee on retirement. He felt that there should be some effort to really look into early retirement and to develop specific implementation plans for 1982 when we will be required by law to keep on faculty members to age 70, if they so desire. The question of whether a separate committee should be formulated for the implementation of policies or expanding the charge of the existing retirement committee so that it can be more responsive to administrative concerns of what we do in '82 was raised by Olum.

8. **Affirmative Action functions**

   A list of questions generated for Myra Willard was reviewed, condensed, and agreed to by AC members.

/kh