

MINUTES

Meeting of the Faculty of Arts and Sciences  
November 4, 1986

The meeting was called to order by Mr. Selby at 3:35 p.m. in Rogers 100. Eighty-four members were present.

ANNOUNCEMENT:

Mr. Selby asked committee chairs who would be presenting reports in future meetings to make sure the Dean's Office had a copy of the report at least one week and one day before the meeting at which it would be presented.

REPORT OF ADMINISTRATIVE OFFICER:

Provost Schiavelli made remarks on a number of topics, after first noting for the benefit of one faculty member that this would be a strictly oral report.

1. Our penultimate peer group had no private institutions in it, causing us dissatisfaction at the time. Subsequent efforts persuaded the State Council to include private institutions in our peer group and to accept a principle of differential salary increments based on position in one's peer group. It seems now that other institutions are unhappy with their new peer group and that they have convinced the legislature that the last round of peer group compositions were not determined in a "scientific" manner. So the legislature is examining this question again, and we are being reexamined. The State Council has generated a list of fifty prospective institutions for our peer group. Sixteen of the twenty institutions in our immediate past peer group are on this list. As a whole the list looks good. We can select the top twenty-five on the list as the final peer group composition if we wish. We can also challenge some of these, and will challenge eleven. The State Council can, in turn, challenge our substitutes if they wish. The results of the process will be known by November 21. In any case, the prospects are good, since even if we are forced to accept the top twenty-five on the State Council's list, we will still be at about the position we were last time in terms of average salary.

2. \$15 million will be distributed this year from the Higher Education Equipment Trust Fund, created to assist engineering programs and to support computing needs and the replacement of obsolescent equipment. We will receive about \$160,000 this year, which will be approximately evenly divided between the areas of computing and obsolescence.

3. One-hundred and thirty extra freshman are enrolled this year. Thus excess revenue has become available. A budget call for one-time items will go out in late January, with the money to be spent by the end of February.

4. Bill Merck, the New Vice-president for Administration and Finance, Mr. Schiavelli and Sam Jones will soon be devising procedures by which future budget allocations will occur. One goal will be to provide more current budget information to department chairs.

5. Nell Jones and Mr. Schiavelli are now trying to identify those classrooms which might plausibly be described as dreadful. These will be refurbished. Seminar rooms will be dealt with first, as they generally are considered to be among the least desirable places to teach.

6. The Deans have approved a revival of the Chancellor Professorships. Ward Jones was the last appointed, and the only one at present. The plan now is to have eleven Chancellor Professors in all, seven in Arts and Sciences and one in each of the other schools.

7. The creation of a Faculty Assembly (perhaps a less alarming term than "Senate") is being studied. Ann Die, an ACE Fellow in the Provost's Office, has been examining the matter, including the reasons why such initiatives have been rejected in the past. A "white paper" is being prepared. The by-laws of about forty of our peer institutions have been requested and obtained. These vary in quality, but all make provision for some such body, whatever its precise designation may be.

President Verkuil favors the Faculty Assembly concept in order to streamline internal communications. Mr. Schiavelli would add that, apart from saving some of his time, the creation of such a body would provide a place where full faculty participation could occur, where university-wide issues could receive a forum (avoiding a round-robin amendment process among the schools), where amendments to the faculty handbook could be dealt with, and where issues of personnel policy and benefits could be discussed. Apart from these, he has no preconceptions concerning the assembly. It is suggested that a small group of respected faculty be appointed by the Deans to explore the form, jurisdiction, relationship to committee structure, and other features appropriate to such an assembly. This procedure should also serve to avoid inadvertently transgressing on the individual rights of the schools.

#### REPORTS OF COMMITTEES:

Nominations and Elections: Nathaniel Elliott, Chair

A ballot (Appendix I) containing the names of two candidates, Alan Ward and Kelly Shaver, for a position on the Retention, Promotion and Tenure Committee was distributed and reviewed. The position, continuing through 1987-88, became open on Clyde Haulman's resignation from the committee. There were no nominations from the floor. Later in the meeting the election of Mr. Ward was announced.

Educational Policy: Gerald Johnson, Chair

A proposal, previously distributed, concerning the rescheduling of final examinations (Appendix II) was reviewed. The reduction from four to three consecutive examination periods as the necessary condition for rescheduling an exam is intended to alleviate stress on students and promote their intellectual growth. As to concerns that significantly more rescheduling of exams would occur, informal polls (of their classes by committee members) suggested that only 6-7% of the students would experience a conflict under the new rule. The introduction of a make-up day during the reading period would help to minimize the number of conflicts.

Adoption of the new rule was moved from the floor and seconded.

Mr. Schwartz asked if the number of conflicts that would occur under the new rule had been estimated, and Mr. Johnston asked if the percentage of conflicts occurring under the present rule was known. The Chair said that he could not give a precise answer in either case; it was not easy to retrieve information on the number of recent conflicts, but it was significant. Other questions elicited the responses that, indeed the consecutive exams had to occur on consecutive days, and that the Dean would designate the make-up day. Ms. Ewell wondered whether the exam period might be lengthened by a day. Mr. Hausman questioned the ambiguity in the proposal ("during the

examination or reading period") and asked whether the reading period could be encroached upon. The Chair replied that the reading period would be broken into two parts under the new Academic Calendar, and that the second part would occur between the two parts of the now divided exam period. In answer to another question, Mr. Johnson indicated that it was not yet decided whether the intervening reading period (on Saturday and Sunday) was available for make-up exams. Mr. McCord asked when the new rule would go into effect. The response was that the Calendar Committee would decide this, and that although it probably would not start until next Fall, there had been some discussion about trying it this Spring. Mr. Tiefel said that he was worried about potential conflicts in the last few exam periods, perhaps even created by the introduction of a Saturday make-up day. The Chair replied that while this was a theoretical possibility, it was unlikely to occur in practice. It would perhaps prove necessary, however, to lengthen the exam period by a day.

Mr. Schwartz moved to table the motion, and to send it back to the EPC with instructions to generate a reliable estimate of the number of conflicts that would occur. This was seconded. The motion to table was passed.

The second proposal of the day, also previously distributed, concerning the organization of the Writing 101 Program (Appendix III) was reviewed. Some concerns had been expressed that the duties of the Director of Writing might prevent that person from doing enough research to qualify for tenure. Concern had also been expressed at an early intention to make the program independent of the English department. Adoption of the proposal was moved and seconded.

James Harris asked whether the English department had any concerns regarding departmental autonomy. Mr. Willis (Chair of English) responded that he understood that the administrative functions regarding the center itself, tutors, and interaction with departments on the concentration writing requirement would be handled by the Dean's Office, while the staffing of Writing 101 and the associated administrative responsibilities would belong to the English department. Regarding the tenure question, two sets of expectations would be applied to the Director of Writing: (1) he or she would display professional competence and growth in the administration of the writing program, and (2) he or she would have training in one of the fields of American or English literature or linguistics. Expectations for professional advancement here might be somewhat less than normal. In response to another question, Mr. Willis added that it was not expected that the Director of Writing would have an unlimited commitment to this position. One might expect a minimum of five years, and hope for as much as ten or fifteen years. The Director might then become simply another member of the English department, which was why he or she needed to have graduate training in one of the specialties just mentioned.

Mr. Finn strongly urged acceptance of the report. The proposals advanced the purposes of (1) teaching effective English writing, both generally and in the concentration, (2) underscoring faculty responsibility and enhancing faculty oversight. A trained and experienced Director of Writing would be a real asset, and would be available to assist those outside the English department with their concentration writing requirement. Writing laboratories would be established, and a Writing Resources Center was envisioned.

Mr. Fehrenbach responded that while he could not say that he would relish debating this proposal, such a debate would be worthwhile. He could respond to the points made by Mr. Finn in support of the proposal, but would not do so unless it was clear that a full debate was desired. In lieu of this he would simply recall some recent history.

After prolonged study the new writing requirement emerged from the EPC in 1983. Financial, personnel and facilities requirements were extremely modest, and deliberately so. A four-year trial cycle was envisioned. Yet after only two years of this the faculty was asked to approve a vastly expanded program. Coincidentally, an opportunity to obtain money and facilities presented itself at the time. The faculty was persuaded to endorse the expansion without having been presented with evidence demonstrating that this was necessary. Now that the facilities were present, though still without a demonstrated need for them, a Director was also required. If the purpose was to "improve the teaching and administration of Writing 101", why were we told last year that Writing 101 was quite effective? Why were tutors needed, when faculty in the English department already performed this function, dealing moreover with class sizes of only about fifteen students? Is the administration of English 101 really so "confusing and cumbersome" as to justify the new program? As he said last year, a full debate was needed, but was anyone really interested?

Mr. Holmes said that he saw a great need for students to write better - indeed, the present proposal wasn't all that well written - and that writing can be taught. Specialists know how to do it. It would be a service to the students to try anything that might help. Indeed, he had it from businessman that clear writing and clear thinking were what they valued most in liberal arts graduates.

The motion was put to a vote and passed easily. Mr. Johnson reminded faculty that it was still their responsibility to insist that students write well, and that they had not been sufficiently demanding thus far.

Faculty Affairs: Gary Kreps, Chair

The committee has held several meetings of its own, and has met jointly with the Provost and the faculty affairs committees of the other schools. Topics discussed and the committee's views on them include the following.

1. The committee believes that dialogue on the form, function, etc. of the Faculty Senate (or Assembly) is constructive and should continue. It agrees that a task force needs to be created, and will be happy to advise on the membership.
2. In consultation with the Retention, Promotion and Tenure Committee procedures for special appointments have been developed. These have been submitted to the Procedural Review Committee, which has offered constructive criticisms and suggestions. The differences are being worked out.
3. The committee has received a copy of a recent policy statement from the College Faculty Housing Committee. It has reviewed the recommendations and raised questions concerning the needs of the housing program, the maximum stay, rents and the possibility of alternative uses.
4. The committee is working with Willa Chambers to generate information on faculty salaries at our peer institutions. The data will be obtained and made available by the end of the year. The committee will report early in the Spring semester.
5. The upcoming capital campaign has been discussed with Vice-president for Development Allenby. It was agreed that as the campaign unfolds the FAC will be kept informed.
6. The committee will be meeting with the Campus Master Plan consultants at various times, and will keep the faculty informed.

Faculty Liaison Committee: Deborah Ventis, Chair

At the Provost's suggestion, the committee will report regularly to the faculty and will meet with the Provost regularly. The committee is attempting to establish a dialogue between the faculty and the Board of Visitors. Board members have been encouraged to express their concerns and interests to the Liaison Committee; the committee wishes to hear from faculty as well. At the October meeting of the Board the Liaison Committee arranged for a report by Martha Houle and Tom Finn on the new Center for Honors and Interdisciplinary Studies. The appointment of the new Vice-president for Administration and Finance, and the deeding of land for the connector road, were two highly publicized Board agenda items. The Board also received a number of financial reports and heard a student request for the establishment of a Dean's List.

Graduate Studies: Robert Scholnick, Chair

The previously distributed report of the committee (Appendix IV) was referred to. The Chair has been informed by the State Council staff that the Ph.D. program in American Studies will be approved. The report of Arden Sher concerning the prospective Ph.D. program in Applied Sciences has been received and will be studied.

Mr. Zamora asked if other programs were being developed. Mr. Scholnick said that he would be interested in reviewing any proposal that might come to him.

Library: Ronald Rapoport, Chair

Appropriations for book purchases in Arts and Sciences are up 23% from the previous year. This will be seen reflected in departmental budgets. Requests for supplemental allocations were submitted at the beginning of the year. Six such requests were funded this year, for a total of \$6100.

Mr. Axtell asked whether the fraction of total allocations devoted to serials had gone down. The Chair said it had, from 64.5% to 60%. There is some unevenness in the frequency with which serials appear, so some of this might have to be made up next year. Serials can sometimes be purchased more cheaply several years at a time, which was another reason that allocations in this area tended to fluctuate.

International Studies: Judy Ewell, Chair

The previously distributed report of the committee (Appendix V) was referred to. The Chair noted that a student could pursue a minor in other fields than African Studies, though these programs were less formalized.

Mr. McCain asked and the Chair confirmed that now each major under the International Studies rubric, including International Relations, would involve foreign language study beyond the College's proficiency requirement. In response to another question from Mr. McCain, Ms. Ewell said that waivers on language requirements had been forthcoming mainly for those who would have had to take a new language late in their career here. The rules would be written now to clearly specify the number of courses required beyond the 202 level. Mr. Finn added that waivers are granted by the Degrees Committee, and that one waiver had been turned down this year.

Mr. Axtell asked and the Chair answered that the director of the Cambridge program did not have to be from Area III. Mr. Griffin asked what had happened in negotiations with Tulane University for a cooperative program in Mexico? The response was that, according to Carolyn Blackwell, negotiations were still in an early state. Mr. Tiefel asked and the Chair responded that the proposed changes in language requirements needed no action here, the committee having already given its approval. Mr. Tiefel wondered

whether students might be discouraged from an International Relations concentration by the new language requirements. Ms. Ewell replied that students who were dissuaded by that were welcome to leave, but that informal surveys suggested no great falling off would occur.

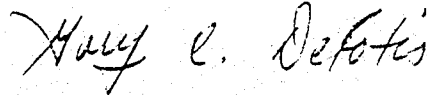
NEW BUSINESS:

Mr. Johnston asked if it was known whether or how students might be provided with legal counsel in a controversy arising from the new drug testing procedures of the Athletic department? Mr. Selby said that John Randolph, the Athletic Director, might have something to say on this at the next meeting. He added that the drug testing program had been reviewed by the Office of Student Affairs, the President's Office and by the Attorney General's Office. Thus the legal background has been explored. A three-step program of student counseling was being set up. Not only illegal drugs, but also those banned by the NCAA, were at issue. The drug testing policy had also been read against the statement of student rights and responsibilities. Mr. McCain asked, if some of the drugs being tested for are illegal, is this evidence available for subpoena? Mr. Schiavelli responded that such questions had been raised by Sam Sadler and John Randolph, and were being examined.

Mr. Zamora asked if a draft of the Boyer report was available. Mr. Schiavelli said not yet.

The meeting adjourned at 5:20 p.m.

Respectfully submitted,



Gary C. DeFotis  
Secretary to the Faculty

- Appendix I: Ballot, from the Committee on Nominations and Elections
- Appendix II: Proposal on Rescheduling of Final Examinations, from the EPC
- Appendix III: Proposal on the Writing Program, from the EPC
- Appendix IV: Annual Report of the Committee on Graduate Studies to the Faculty of Arts and Sciences
- Appendix V: Report of the Committee on International Studies, 1985/86