

THE FACULTY OF DEPAUW UNIVERSITY

Minutes of the Meeting of September 8, 1986

CALL TO ORDER

The regular meeting of the faculty of DePauw University was called to order by Professor Falco, Vice President for Academic Affairs and Dean of the Faculty, at 7:00 p.m. in the Thompson Recital Hall of the Performing Arts Center. Approximately 100 were in attendance.

SECRETARY OF THE FACULTY

For Division III, Professor Price indicated that she and Professor Dudley had unsuccessfully solicited nominations for the faculty secretary who is responsible for recording minutes of the faculty meeting, serving as parliamentarian, convening grievance committees, overseeing faculty elections, and representing the faculty at Commencement. When Professor Price noted that this condition was permanent for the semester, the Presiding Officer called for nominations from the floor. None forthcoming, Professor Steele asked about the possibility of emeriti or part-time faculty serving and Professor Newton speculated that such an arrangement would probably be in compliance with both past and proposed by-laws.

MOTION TO REDEFINE POSITION OF SECRETARY

Professor Baughman then moved

that the faculty elect a temporary secretary for the evening and that an established committee redefine the position of secretary in order to attract nominations.

The motion failed for lack of a second.

NOMINATIONS FOR POSITION

Professor Raines then nominated Professor Baughman to the position of secretary for the semester. Professor Garrett seconded the nomination but Professor Baughman declined because of other duties.

MOTION TO SUSPEND RULES

Professor Loring moved

to suspend the rules in order that a secretary might be elected or appointed for the evening.

Professor Chandler seconded the motion.

The Presiding Officer then asked for a nomination and Professor Price volunteered to serve as stipulated in the motion.

APPROVAL OF THE MINUTES

No corrections being recommended, Professor Kissinger moved to accept the minutes for April 22, 1986 and May 5, 1986 as distributed.

Professor Rafat seconded the motion.

COMMITTEE ON ACADEMIC POLICY AND PLANNING (CAPP): ANNOUNCEMENTS

For CAPP, Ms. Sprague announced that having discussed a preliminary proposal on a conflict resolution program, the committee asked its author, Professor White, to take it to interested faculty members and develop it in more detail. Ms. Sprague indicated that in following meetings CAPP will discuss a proposal for a Women's Studies Program and try to develop a university-wide definition of faculty workload.

**COMMITTEE ON ACADEMIC POLICY AND PLANNING (CAPP)
RESOURCE ALLOCATION SUBCOMMITTEE (RAS)**

For CAPP, Ms. Sprague announced that Professor Sutton, Chair of RAS, had requested that President Bottoms share with the faculty his views of the new role of the subcommittee. President Bottoms explained that in the future when a department has a vacancy, the chair will submit a request to the Academic Vice President who will, in most cases, approve the request. If a particular replacement request presents difficulties, the Academic Vice President will refer the request to RAS for a recommendation. According to the President, requests for new positions will be sent by the Academic Vice President to RAS who will be asked to rank positions in priority order. The President also indicated that RAS will consider space allocations.

**COMMITTEE ON FACULTY (COF):
ANNOUNCEMENTS**

For COF, Professor Raines reported that the committee had some question as to whether it was duly constituted and had concentrated on procedures so that when its status became clear it would be ready to act. After noting he had met with President Bottoms and Vice President Falco to work out logistics, Professor Raines said the committee as a whole had met with administration to consider unresolved issues regarding the Academic Handbook. Professor Raines observed that COF had chosen not to take any action on these issues.

**COMMITTEE ON MANAGEMENT OF ACADEMIC OPERATIONS (MAO):
ANNOUNCEMENTS**

Noting for MAO that four of its eight members will be on leave next semester, Professor Brooks announced that because of the two-year catalog, there will be no October deadline for course changes this year. He also said that in future meetings the committee planned to consider the last date by which students must withdraw (with a W) from a course, how many courses must be taken at DePauw for a degree, how many courses can be transferred, and how "attempting W, S, and Q" should be defined. In conclusion, Professor Brooks reported that Vice President Falco had asked the committee to consider how to introduce the process of the academic budget into the committee process.

FACULTY DEVELOPMENT COMMITTEE (FDC): ANNOUNCEMENTS

For FDC, Professor Price announced that the committee will meet on the first and third Tuesdays of the month and that this year's Faculty Development Handbook contained the necessary faculty forms.

COMMUNICATIONS FROM THE PRESIDENT

Referring to the upcoming evaluation for accreditation, President Bottoms announced that Dr. Steven Crow, Assistant Director of North Central Accrediting Agency, had met with the President and Vice Presidents and agreed to permit DePauw to develop its own self-study questions instead of using the standard series.

According to the President, the self-study will be supplemented with the traditional institutional data and will focus on the following areas:

- 1) Institutional concerns
 - a) Diversification (students and faculty)
 - b) Programs Abroad
- 2) Academic areas
 - a) Science Education
 - b) Faculty Development
- 3) Student life
 - a) Chaplain's Program
 - b) Center for Contemporary Media

After asking departments to consider Faculty Development issues for the self-study, President Bottoms indicated that Dr. Crow had asked the institution to address two problem areas mentioned in the 1978 review--advising and the graduate program. The President said that Dr. Crow had also agreed to delay the visit of the evaluating team until Spring 1988 and had promised to work with DePauw in choosing visitors with expertise in areas which will be stressed in DePauw's accreditation review.

President Bottoms then thanked everyone who attended the opening Sesquicentennial Convocation and invited faculty members to the monthly presidential luncheon scheduled for September 15 to discuss the North Central accreditation, Media Center, Chaplain's Program, and University Priorities Committee issues. In conclusion President Bottoms announced an open meeting for Thursday, September 11 to discuss recruitment of minority students.

OLD BUSINESS:

SPECIAL COMMITTEE ON PERSONNEL PROCEDURES (SCPP)

For SCPP, Professor Garrett announced that the committee had considered the Handbook items not approved by the Board of Trustees and had developed for faculty discussion, but without committee recommendation, possible language to implement changes in those items.

MOTION ON LINKAGE BETWEEN TENURE AND PROMOTION

Professor Raines moved

to delete reference to promotion along with tenure
(Section I-E-2 of the Faculty Personnel Policies).

Professor Margaret Catanese seconded the motion. Upon questions concerning the implication of the motion, Professor Raines withdrew it and Professor Catanese concurred.

MOTION ON TERM APPOINTMENTS

Professor Chandler moved

to insert the words "such as" in the following statement:

Term positions carry academic or nominal rank and are held for a specified period of time (e.g., two years). Ordinarily, they support a full load of teaching, advising, and committee responsibilities. They may be renewable.

Some term appointments such as directors of competence centers and librarians support instructional and administrative responsibilities. These positions are made for fixed periods of time, renewable at the end of each period.

Professor Henninger seconded the motion which passed after discussion.

MOTION ON LINKAGE BETWEEN TENURE AND PROMOTION

Professor Raines moved

to retain Section I-E-2 of the Faculty Personnel Policies as passed in April 1986:

Normally, an assistant professor must have the Ph.D., or equivalent degree. (Exceptions may be made for temporary appointments and when there are compensating factors.) He or she must have completed five years in rank at DePauw to be considered for promotion (ten years, if without the terminal degree). Exceptional performance may be considered for shortening the time in rank. In such cases, prior service elsewhere may also be considered as a factor in early promotion. If the assistant professor has completed five years in rank at DePauw at the time of the tenure decision (i.e., whose first-year appointment was at that rank), he or she shall be either granted tenure and promoted to the rank of associate professor or given a one-year terminal contract. In unusual circumstances, tenure may be granted without promotion, but the specific reasons for doing so must be made clear to all parties.

Professor Morrill seconded the motion which then passed.

MOTION ON INCLUSION OF NONTENURED FACULTY ON DEPARTMENTAL PERSONNEL COMMITTEES

Professor Gilmer moved

to endorse Section IV-C-1-a of the By-Laws and Standing Rules of the University as passed in April 1986:

Membership. A personnel committee shall consist of all continuing tenure and term faculty members of the department except the person being reviewed, those in their first year of service, and those on leave. Nontenured members may withdraw from any case. If there are fewer than three eligible department members or if the tenured members do not constitute a majority, the committee shall select additional tenured members from related departments, according to a procedure established by the committee on faculty and the administration. When conducting a search or considering a recommendation from a search committee, a personnel committee shall include two members from other departments, approved by the academic vice

president. (See below IV.C.2.a.) A personnel committee may delegate responsibilities to subcommittees.

Professor Raines seconded the motion. In the following discussion the faculty spoke of not wishing either to disenfranchise untenured faculty or to imply a lack of integrity on their part. President Bottoms noted that the Board felt strongly about removing untenured faculty members from departmental review committees and he expressed the fact that until the proposed By-Laws are approved, the old ones will be in effect.

The motion passed.

**MOTION REQUESTING REPRESENTATIVE OF BOARD OF TRUSTEES
TO MEET WITH FACULTY**

Professor Kaemmer moved

that the Board, if it still opposed the faculty position, send a representative to explain its position against including untenured faculty on personnel committees.

The motion failed.

**MOTION ON RELATIONSHIP BETWEEN THE ACADEMIC VICE
PRESIDENT AND THE COMMITTEE ON FACULTY**

Professor Gustavsson moved

to amend Section VII-B-2 of the By-Laws and Standing Rules of the Faculty as follows:

The committee may meet without the academic vice president, and the academic vice president does not vote. Otherwise, the academic vice president shall have the privileges granted to the members of the committee, including receipt of the minutes (which shall include all committee discussions of the merits of personnel cases) and opportunity to hear all testimony.

The academic vice president and the committee shall meet together upon the request of either, and the president and the committee shall meet together upon request of either.

Professor Garrett seconded the motion.

Professor Opdahl moved to amend the motion by inserting the words "on occasion":

The committee may meet without the academic vice president on occasion.

Professor Jagger seconded the motion.

Professor Sedlack moved to substitute the following motion for the Opdahl motion:

The committee will typically meet with the academic vice president, though the academic vice president does not vote.

Professor Morrill seconded the motion which passed after discussion.

Professor Gustavsson moved

to delete "otherwise" from the main motion.

Professor Emery seconded the motion, but when Professor Garrett pointed out the need for the word, Professors Gustavsson and Emery withdrew the motion.

Professor Jagger then moved

to delete "otherwise" and to insert "other":

~~Otherwise~~ The academic vice president shall have the other privileges granted to members of the committee, including receipt of the minutes (which shall include all committee discussions of the merits of personnel cases) and opportunity to hear all testimony.

Professor Sutton seconded the motion which passed.

Professor Gustavsson moved

to replace "typically" with "usually":

The committee will usually meet with the academic vice president, though the academic vice president does not vote.

Professor Henninger seconded the motion which passed.

Professor Serlin moved

to substitute the main motion with the following motion:

Otherwise, the academic vice president shall have the privileges granted to members of the committee, including receipt of minutes (which shall include all committee discussions of the merits of personnel cases, whether in deliberative sessions or not), and opportunity to hear all testimony and to attend the deliberative sessions.

Professor Henninger seconded the motion.

Professor Smogor moved

to table the main and substitute motions in order that faculty might reconsider wording and meaning.

Professor Mays seconded the motion which failed.

The question was called on the substitute (Serlin) motion which failed. The main motion passed.

NEW BUSINESS

Professor Soster requested that the Q Committee address the problem of second semester Seniors who have not received Q certification. Professor Brooks noted that the Committee on the Management of Academic Operations will address that issue along with parallel situations in other competence areas.

Professor Emery introduced Victoria Ogden, Managing Editor of The Middlesex News, Framingham, Massachusetts, the Kilgore counselor for the semester.

Professor Morrill asked Professor Raines for a more detailed report on the previous year's personnel decisions. Professor Raines said that the committee and administration had concurred on tenure cases and on promotions associated with tenure. On other promotions, according to Raines, there had been disagreement on one case. When Professor Morrill asked for actual figures, Professor Raines indicated he would have to consult committee records.

Mr. Aikman, Director of Public Relations, spoke of the activities planned for the DePauw Community Day on September 20.

AGENDA

For the Faculty Meeting of October 6, 1986

1. Call to Order (7:00 p.m., Thompson Recital Hall)
2. Election of Faculty Secretary (K. Price)
3. Approval of Previous Minutes
4. Reports from Coordinating Committees
 - Committee on Academic Policy and Planning (L. Sprague)
Announcements
 - Committee on Faculty (S. Raines)
Announcements
 - Committee on Management of Academic Operations (H. Brooks)
Announcements
 - Committee on Scholastic Achievement (M. Chandler)
Announcements
5. Reports from Other Committees
 - University Priorities Committee (M. Johnson)
6. Communications from the President and Others
7. Old Business
8. New Business
9. Announcements
10. Adjournment

THE FACULTY OF DEPAUW UNIVERSITY

Minutes of the Meeting of October 6, 1986

CALL TO ORDER

The regular meeting of the faculty of DePauw University was called to order by Academic Vice President Falco at 7:00 p.m. in the Thompson Recital Hall of the Performing Arts Center. There were approximately 65 in attendance.

WELCOME

The Presiding Officer welcomed Natalie Meyers, reporter from The DePauw.

SECRETARY OF THE FACULTY

For Division III, Professor Price indicated that she had no nomination for secretary of the faculty and moved to

suspend the rules to nominate Professor Gibson to record the minutes for the evening.

Professor White seconded the motion which passed.

CORRECTION AND APPROVAL OF THE MINUTES

Vice President Falco noted that her announcement on page 10 of the Minutes for September should read:

Vice President Falco announced that the Rambo position will be redefined as Assistant Dean for Advising and will be advertised for next fall instead of being filled in-house immediately.

Professor Mannon moved to approve the September minutes as corrected.

Professor Morrill seconded the motion which then passed.

**COMMITTEE ON ACADEMIC POLICY AND PLANNING (CAPP):
ANNOUNCEMENTS**

For CAPP, Ms. Sprague announced that the committee had discussed a proposal to create a Coordinator of Academic Planning for Women's Studies and a Director of a Personal Development Center which would focus on gender related issues. Noting that Professor Wachter and Associate Dean of Students Carol Arner represented the Women's Studies Committee at that meeting, CAPP asked Women's Studies to consider separating the requests, then

- 1) to submit the request for the director of the center to the administration; and
- 2) to devote attention to ways the position of Coordinator of Academic Planning for Women's Studies would fit into existing institutional structures, including the tenuring process.

Concerning the committee's study on faculty workload, Ms. Sprague said that at this point CAPP does not intend to do another departmental survey but that rather it plans

- 1) to review the materials from studies in the past;
- 2) to identify those areas where exceptional situations exist; and
- 3) to speak with those particular areas about possible solutions before discussing the question further.

**COMMITTEE ON ACADEMIC POLICY AND PLANNING:
RESOURCE ALLOCATION SUBCOMMITTEE (RAS)**

For RAS, Chair Sutton announced that the subcommittee had accepted the President's suggestion to look at space allocation in preparation for the possibility of additional staff. Professor Sutton also reported that RAS members will visit departments to discuss current and projected space needs.

The Chair also indicated that the subcommittee was considering requests for new positions in the Department of Sociology and Anthropology and the School of Music and that the subcommittee had mailed to department chairs

- 1) new request guidelines sent by the President's Office to CAPP; and
- 2) a list of questions the subcommittee wants departments to answer when making requests.

Professor Sutton said that RAS will try to handle requests expeditiously so departments can begin their searches this fall.

**COMMITTEE ON FACULTY:
ANNOUNCEMENTS**

Professor Raines, Chair of COF, reported that the committee with its ex officio members will meet on October 7, 1986 with Kent Weeks to discuss legal considerations surrounding the business of the committee.

The Chair observed that although COF has no access to personnel files until after the Board of Trustees has given its approval to the revised Faculty Handbook, the committee has a clear idea of its procedures and has asked tenure candidates to prepare their decision files so they will be ready when the COF is authorized to begin.

Regarding Professor Morrill's request for a more detailed report of last year's personnel decisions, Professor Raines gave the following account:

- 1) Overall
Special Interim Personnel Committee: 19+ 3-
Administration: 18+ 4-
- 2) Tenure
Special Interim Personnel Committee 5+ 1-
Administration 5+ 1-
- 3) Promotions
Special Interim Personnel Committee 14+ 2-
Administration 13+ 3-
- 4) Interims
6 completed, all of which were accepted by the
administration.

Professor Raines noted that the above information was based on hearsay since the committee had not received a formal written report of the President's final decisions. The Chair also stated that more detailed statistics on the personnel decisions might imperil the rights of confidentiality of those considered in last year's evaluation process and that, therefore, he would not consider offering more detailed information unless there was a faculty motion that he do so.

**COMMITTEE ON MANAGEMENT OF ACADEMIC OPERATIONS (MAO):
ANNOUNCEMENTS**

Chair Brooks reported that MAO has approved the following recommendation:

RECOMMENDATION CONCERNING DROPPING OF COURSES

Full time students are expected to carry at least three courses. Only if the student presents evidence of extenuating circumstances can the Committee on Petitions allow a full time student to carry less than three courses.

This statement is a clarification of the normal course load statements in the University Bulletin.

Professor Brooks also indicated that MAO had been working with Vice President Falco in the formation of an Academic Affairs Budget Committee which will assist in establishing the operating budget for all departments and programs under the supervision of the Academic Vice President. The Chair said that MAO will consider ways of incorporating this committee into the framework of faculty governance in the spring.

ACADEMIC AFFAIRS BUDGET ADVISORY COMMITTEE

Guidelines

1. The committee will consider all capital equipment items and all major line items, except supplies and expenses, requested by any department, service or program under the supervision of the Office of the Vice-President for Academic Affairs. The committee will recommend policy on the total Academic Affairs budget as needed.
2. The committee will discuss with the department concerned the need and benefits of each item in question.
3. The committee will classify major items according to need. Classifications would be:

CRITICAL: Any item that is absolutely essential to the work of the department or program. For example, replacement equipment or additional equipment to

meet present demands. These items would also allow academic services to maintain the status quo and not offer any significant improvement.

IMPORTANT: Any item that would significantly improve the quality of academic services provided to the community by the concerned department. For example, new pieces of research or demonstration equipment, or software packages for computers.

NICE: Any item that would improve academic services but is not essential to the present program at DePauw. For example, equipment to meet anticipated demands or to allow new services to be provided.

4. The committee will rank the important and nice items in terms of their benefit to the entire university.
5. The committee will report its tentative recommendations on each item to the concerned department chair or administrative head.
6. Departments would then have an opportunity to respond to the Vice-President for Academic Affairs concerning the classification of any items.
7. It is anticipated that any items that cannot be funded for the upcoming fiscal year will be given higher priority or ranking for the following fiscal year.

TIMETABLE

By December 5

MAO will determine the members of the committee.

During the first week of January

Committee members will meet to divide up the items to be reviewed. Specific items will be assigned to each member. Each member will arrange to discuss with the requesting department or program each item.

During the second week of January
Committee members will exchange information
gathered from their discussions. Classify each
item.

During the third week of January
Committee develops consensus of university
priority for important and nice items.

By January 30
Committee reports to Department Chairs and
Administrative Heads individually

On February 5
Department Chairs respond concerning
recommendations to the Office of the Vice-
President for Academic Affairs.

In March or April
MAO will consider the effectiveness of the
committee and determine what role it should have
in future budget decisions.

MEMBERSHIP

Initially committee members will only serve for the current
academic year. Members will be appointed by MAO. Members
should represent all portions of the academic community.

Division I
Two members
Art; Music; Health, Physical Education and
Recreation; Library

Division II
Two members
Classical Studies; English; German and Russian;
Romance Languages; Communication Arts and Sciences

Division III
Two members
Biology; Chemistry; Geology and Geography;
Mathematics; Nursing; Physics and Astronomy;
Psychology

Division IV
Two members
Economics; Education; History; Philosophy and
Religion; Political Science; Sociology and
Anthropology

Administrative Areas and Non-Departmental Programs
4 members
Academic Computing; Bureau of Testing and
Research; Chaplain's Office; General Studies;
Honor Scholars; Library; Registrar; Student
Affairs

Professor Brooks then announced that MAO continues to work on language about attempting a competency and the consequences of not obtaining the competency in the appropriate time frame. He said that MAO will also be discussing the withdrawal date, class attendance immediately before and after breaks, time banks, the location and length of Fall Break and Thanksgiving Break, plus any proposed course changes and new course offerings.

In registration, Professor Brooks invited Registrar Ypma to speak about concerns. After indicating the positive aspects of the year-long schedule and noting parts of the registration procedure that need to be changed, the Registrar outlined the calendar for registration and asked faculty to assist advisees in preparing their schedules and completing their registration cards. Registrar Ypma will send a detailed summary of her remarks to faculty.

SCHOLASTIC ACHIEVEMENT COMMITTEE (SAC): ANNOUNCEMENTS

Chair Chandler announced that the committee is working with Student Affairs on a sexual harassment policy. Professor Chandler said that as a result of a request from Student Senate and apparent concern from the administration, the committee was trying to gather information on academic advising. Noting that SAC had asked Student Senate to look more specifically into students' complaints, Professor Chandler indicated that the committee will also obtain materials from the Bureau of Testing. Vice President Falco observed that the administration's concern was not with the quality of advising but with the fact that advising is not coordinated.

UNIVERSITY PRIORITIES COMMITTEE (UPC): ANNOUNCEMENTS

Professor Johnson, Chair of UPC, announced that the committee consisted of twelve members:

3 elected faculty members (Administration Committee)
Professors Garrett, Mays, Rainbolt (Cornell, First
Semester)

6 appointed faculty members
Professors Gilmer, Sutton, M. Catanese, Steinson, Morrill,
and Johnson

3 administrators
Vice Presidents Falco and Silander, Assistant Vice
President Murray

The committee's Chair said that Professor Dudley, Director of the Accreditation Self-Study, will also attend committee meetings this year.

The Chair said that over the past year the University Priorities Committee had discussed a variety of items such as the Book Store; the Health, Physical Education and Recreation Department; the Harrison Hall renovation; faculty positions; and faculty development funds. Concerning UPC's current assignment of accreditation, Professor Johnson said the committee was developing questions which will be given to department chairs who will share them with colleagues. He indicated that the overriding question is, "What do we want DePauw to be in ten years?" and said DePauw also had to address two issues carried over from the previous accreditation report, namely, the Graduate Program and academic advising. The Chair said that once the task forces (Science Education, Media Center, Diversity, and Faculty Development) begin their work, the UPC will look at the ideas generated by responses to questions, and will create a list of priorities which the committee will try to sell to the administration. When Professor McFarland asked how the task forces were coming into being, Professor Johnson said members will be appointed by the administration and Vice President Falco indicated there will be a report shortly.

COMMUNICATIONS FROM THE PRESIDENT

President Bottoms announced that the Board of Trustees will meet on October 17 and that he had invited Professors Garrett, Cornell, and Mays to meet both with the Academic Affairs Committee and with the Trustees on Friday.

ANNOUNCEMENTS

Chaplain Lamar reminded faculty of the academic procession for the honorary degree ceremony during the Mendenhall Lectureship. He also noted that Rosemary Ruether will be the key speaker.

ADJOURNMENT

At 7:35 p.m., Professor Johnson moved
to adjourn the meeting.

Professor Mannon seconded the motion which then passed.

Respectfully submitted,

Darryl Gibson

AGENDA

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2. Election of Faculty Secretary (K. Price)
3. Approval of Previous Minutes
4. Reports from Coordinating Committees
 - Committee on Academic Policy and Planning (L. Sprague)
Announcements
 - Committee on Faculty (S. Raines)
Announcements
 - Committee on Management of Academic Operations (H. Brooks)
Announcements
Motion regarding new courses
Motion concerning changes in University
Bulletin (to be tabled)
 - Committee on Scholastic Achievement (M. Chandler)
Announcements
5. Reports from Other Committees
 - University Priorities Committee (M. Johnson)
6. Communications from the President and Others
7. Old Business
8. New Business
9. Announcements
10. Adjournment

THE FACULTY OF DEPAUW UNIVERSITY

Minutes of the Meeting of November 3, 1986

CALL TO ORDER

The regular meeting of the faculty of DePauw University was called to order by Vice President Falco at 7:00 p.m. in the Thompson Recital Hall of the Performing Arts Center. Approximately 70 were in attendance.

ELECTION OF FACULTY SECRETARY

For Division III, Professor Bridges called on Professor Newton who indicated he would like to make motions regarding the nomination and election or appointment of faculty members to the office of Secretary of the Faculty and to two replacement positions on the Committee on Faculty. He added that the ordinary manner of making such nominations, elections, and appointments is specified in the Faculty Handbook.

Professor Newton moved

to suspend the rules of the Faculty Handbook for the purpose of filling these vacant positions by action of the faculty in this session.

Professor Gilmer seconded the motion which passed.

Professor Newton moved

that in this meeting the faculty entertain nominations and elect a faculty member to serve as Secretary of the Faculty.

Professor White seconded the motion which passed. Professor Newton nominated Professor Gibson; Professor Margaret Catanese seconded the motion.

Professor Newton moved

that the faculty suspend the rules to elect Professor Gibson.

Professor Gilmer seconded the motion which passed. Much applause met Professor Gibson's election.

Professor Newton then moved

that the faculty entertain nominations and elect a faculty member to fill the remainder of the term of office of the position ending in 1987 and made vacant by the withdrawal of Professor Berrio.

Professor Chandler seconded the motion. Tellers Jagger and Serlin reported 24 ayes, 33 nays; therefore, the motion failed. Professor Newton then noted that the action preceding this motion was in deviation of the by-laws (since only standing rules, not by-laws, can be suspended) and was therefore out of order. Others spoke of the need to take emergency measures, such as suspension of by-laws, only after standard processes had been tried.

CORRECTION AND APPROVAL OF THE MINUTES

Professor Sedlack asked that on page 4, the first paragraph under "Recommendation Concerning Dropping of Courses" be changed to read:

Full time students are expected to carry at least three courses. Only if the student presents evidence of extenuating circumstances can the Committee on Petitions allow a full time student to carry fewer than three courses.

Professor Steele moved that the minutes be approved as corrected and Professor Kaemmer seconded the motion. The motion passed.

COMMITTEE ON ACADEMIC POLICY AND PLANNING (CAPP): ANNOUNCEMENTS

For CAPP, Ms. Sprague announced that the committee had been discussing the decrease in Winter Term projects offered by faculty and had made three recommendations:

- 1) that the faculty take Winter Term released time when scheduled and that banking not be permitted;
- 2) that those faculty who are eligible for released time in Winter Term '88, but who offer projects, should be compensated monetarily; and

- 3) that in the future those faculty who participate in summer competence workshops should be compensated by stipends rather than by Winter Term released time.

**RESOURCE ALLOCATION SUBCOMMITTEE (RAS):
ANNOUNCEMENTS**

For CAPP, Ms. Sprague invited Professor Sutton to present the report from RAS. Professor Sutton announced that the subcommittee had made the following recommendations:

- 1) The return of a position to History (Tenure Track in Asian History);
- 2) The return of a position in Nursing (Tenure Track);
- 3) The return of two positions in Music (Tenure Track); and
- 4) The appointment of a Director of the School of Music this academic year.

Professor Sutton also indicated that the subcommittee will continue to consider requests for new positions from Art, History, Physics, and Sociology and Anthropology.

**COMMITTEE ON FACULTY (COF):
ANNOUNCEMENTS**

For COF, Professor Raines announced that the committee had met with attorney Kent Weeks to discuss the changing status of the privilege of confidentiality. Professor Raines also summarized two recent committee motions:

- 1) A faculty member who has placed an item in his or her personnel file has the right to remove that item.
- 2) All documents, even those authored by other parties, must be signed by the person or group entering them in the file.

Professor Raines then reported that the Academic Vice President and committee members will meet with tenure and interim candidates to discuss the personnel process. He also indicated that faculty will receive letters soliciting information about tenure candidates and requesting nominations for promotion. In conclusion, Professor Raines asked for suggestions about the tentative personnel schedule for 1987-1988 distributed before the meeting. When Professor Sedlack asked if anonymous excerpts had been removed from files, Professor Raines responded affirmatively and suggested that individual faculty members check their files to confirm that this had been done.

**COMMITTEE ON MANAGEMENT OF ACADEMIC OPERATIONS (MAO):
TRANSFER OF COURSE**

For MAO, Professor Brooks moved to transfer the following course from the Experimental Division to Education:

Education 290, Computers in Education, 1 course credit

The motion passed.

**COMMITTEE ON MANAGEMENT OF ACADEMIC OPERATIONS (MAO):
ADDITION OF COURSE**

For MAO, Professor Brooks moved to approve the following new course:

General Studies 180, Topics (Buenos Aires), 1/2 - 1
course credit

The motion passed.

**COMMITTEE OF MANAGEMENT OF ACADEMIC OPERATIONS (MAO):
CHANGES IN UNIVERSITY BULLETIN**

For MAO, Professor Brooks moved

- 1) to add the following sentences to the University Bulletin on page 41 at the end of the section on Quantitative Reasoning under Competence Requirements:

Attempting a Q course is understood to mean attempting certification by completing a Q course. Students who do not achieve Q certification by the end of junior year must attempt a Q course each succeeding semester until certification is achieved. Students failing to achieve Q certification by the end of the junior year will be officially warned by the University that they must obtain Q certification.

- 2) to add the following sentences to page 40 at the end of the second paragraph on Writing under Competence Requirements:

Attempting a W course is understood to mean attempting certification by completing a W course. Students failing to achieve W certification by the end of the sophomore year will be officially warned by the University that they must obtain W certification.

Professor Brooks noted that appropriate wording will also be added to the Student Handbook. Then he moved to table the motion. The motion to table passed.

COMMITTEE ON MANAGEMENT OF ACADEMIC OPERATIONS (MAO): ANNOUNCEMENTS

For MAO, Professor Brooks announced that MAO had written the four Divisional Nominating Committees requesting nominees for the Academic Affairs Advisory Committee on Budgets.

SCHOLASTIC ACHIEVEMENT COMMITTEE (SAC): ANNOUNCEMENTS

For SAC, Professor Chandler announced that in continuing its work on a sexual harassment policy, the committee has looked at statements from other campuses and has begun discussing a working draft from Student Affairs. According to Professor Chandler, Student Affairs is also working with SAC and Professor Kelly on a student survey covering a variety of topics including advising.

**UNIVERSITY PRIORITIES COMMITTEE (UPC):
ANNOUNCEMENTS**

For UPC, Professor Johnson said that subgroups of the committee had taken faculty comments to incorporate them into final drafts which will be submitted to the President on November 10. Professor Johnson said the committee was also compiling questions on graduate programs and was distributing jobs related to advising. In conclusion, Professor Johnson indicated he did not know the memberships of the various task forces.

COMMUNICATIONS FROM THE PRESIDENT

President Bottoms asked the faculty to consider the possibility of alternate arrangements for Convocation Programs. He suggested that each year we host several large events rather than weekly convocation speakers, and that departments wishing to sponsor symposia apply to a \$15,000-\$20,000 fund established for that purpose. The President invited the faculty's reaction to this proposal.

OLD BUSINESS

Vice President Falco announced that budget forms will be sent out at the end of the week.

**NEW BUSINESS:
BY-LAW AMENDMENTS**

Professor Newton moved

that the By-Laws of the Faculty be amended to insert the following sentence as IV-F-3 on page 8:

In the event of a vacancy in a faculty office other than on faculty committees, the nominating committee of that member's division shall appoint a replacement who will serve until the position can be filled by the Faculty at the next election.

Professor Newton moved to table the motion, Professor M. Johnson seconded the motion to table, and the faculty passed the motion to table.

Professor Newton moved

that the By-Laws of the Faculty be amended to insert the following sentence to become the second sentence in the item under XIII, Amendments:

By-Laws relating to the transaction of business (such as order of business and method of election) may be suspended by two-thirds vote of those present and voting at any regular faculty meeting.

Professor Newton moved to table the motion, Professor Raines seconded and the faculty passed the motion to table.

Professor Newton then moved

that the By-Laws of the Faculty be amended by the following deletions and insertions under V-E-1 on page 11:

Delete "both" in line 6.

Insert comma after "committees" in line 6.

Delete "and of" in line 7.

Insert "the election of faculty members to faculty offices" after "committees," in line 8.

Insert "If at the beginning of the school year in the fall there are vacancies in one or more of the coordinating committees or in faculty offices essential to the conduct of faculty business, there shall be a general election according to the procedure outlined above or as may be determined by means of a motion suspending the By-Laws." at the end of section 1.

Change V-E-2 (page 12) to V-E-3 and V-E-3 to V-E-4.

Professor Newton moved to table the motion, then Professor Raines seconded and the faculty passed the motion to table.

ANNOUNCEMENTS

Professor S. Smith invited faculty and students to attend Code Gray in the Science and Math Auditorium on November 4 at 9:00 A.M. The film focuses on ethical decision making by health professionals.

ADJOURNMENT

Professor Mannon moved to adjourn and Professor Gammon seconded the motion which passed.

Respectfully submitted,

Professor Darryl Gibson
Secretary of the Faculty

AGENDA

For the Faculty Meeting of December 1, 1986

1. Call to Order (7:00 p.m., Thompson Recital Hall)

2. Approval of Previous Minutes

3. Reports from Coordinating Committees

Committee on Academic Policy and Planning (L. Sprague)

Announcements

Possible Motion to add paragraph to Academic Handbook

Committee on Faculty (S. Raines)

Announcements

Committee on Management of Academic Operations (H. Brooks)

Announcements

Motion to add a course

Motion to make changes in University Bulletin (to be removed from the table)

Committee on Scholastic Achievement (M. Chandler)

Announcements

4. Reports from Other Committees

Faculty Development Committee (K. Price)

5. Communications from the President and Others

6. Old Business

7. New Business

8. Announcements

9. Adjournment

THE FACULTY OF DEPAUW UNIVERSITY

Minutes of the Meeting of December 1, 1986

CALL TO ORDER

The regular meeting of the faculty of DePauw University was called to order by Assistant Vice President John White at 7:00 p.m. in the Thompson Recital Hall of the Performing Arts Center. There were 60 in attendance.

Assistant Vice President White read from the Academic Handbook:

The president or a designated representative shall preside at all meetings of the faculty. (By-Laws and Standing Rules of the Faculty, III-A)

He then asked if there were any objections to his serving as Presiding Officer and there were none.

APPROVAL OF PREVIOUS MINUTES

Professor B. Steele moved

to approve the November 1986 minutes as distributed.
Professor McFarland seconded the motion which passed.

COMMITTEE ON ACADEMIC POLICY AND PLANNING (CAPP):
ANNOUNCEMENTS

For CAPP, Ms. Sprague was pleased to announce that CAPP had made enough progress on the workload report to generate a recommendation which will be shared with department chairs at a future meeting. Chairs will be asked to take the recommendation to their department members so that all faculty will have an opportunity to offer reactions and advice before CAPP formally presents any motions.

**COMMITTEE ON ACADEMIC POLICY AND PLANNING (CAPP):
RESOURCE ALLOCATION SUBCOMMITTEE (RAS)**

For RAS, Professor Sutton announced that the subcommittee had met in a special session the Wednesday before Thanksgiving at the request of the President and Academic Vice President to consider if the School of Nursing position might be filled by some device other than a full-time tenure track position. Chair Sutton reported that after talking with Director Smith RAS voted to recommend a full-time tenure track position.

Professor Sutton indicated that the subcommittee had received requests for additional positions from the Departments of Art, English, History, Economics and Management, Sociology and Anthropology, and Physics. RAS will meet soon with the President and Academic Vice President to establish criteria and conditions for appointments to new positions. Chair Sutton asked departments with additional requests to submit them soon.

**COMMITTEE ON FACULTY (COF):
ANNOUNCEMENTS**

For COF, Professor Raines announced that the committee will no longer require faculty members to sign an open file form when they submit recommendations for personnel decisions. He indicated that submission of a document will be interpreted as consent to have it entered into the decision file and to be viewed by the candidate.

Chair Raines reported replacements on COF: Professor Kelly for Professor Berrio and Professor Mays for Professor George. After noting that the committee was beginning its consideration of tenure candidates, Professor Raines announced the following candidates for promotion:

- 1) To Rank of Associate Professor
Darrell La Lone
Marcia McKelligan
John Schlotterbeck
- 2) To Rank of Professor
Roderick Clifford
Richard Curry
James George
James Rambo
Judith Raybern
Shanker Shetty
Carl Singer
Louis Smogor

Professor Raines added that Professor Klooster's interim review was being accelerated because of his work in Argentina during the second semester. Chair Raines encouraged faculty to submit letters of recommendation for those undergoing reviews.

Professor Sedlack then asked COF to consider whether departmental personnel files should be open to faculty members and Chair Raines agreed to do so.

**COMMITTEE ON MANAGEMENT OF ACADEMIC OPERATIONS (MAO):
MOTION ON ADDITION OF NEW COURSE**

For MAO, Professor Brooks moved to approve the following new course:

Music 130, Introduction to Music Literature, 1/2 course credit: This course provides a foundation in basic musical terminology and chronology with an emphasis on broad musical/historical developments. Emphasis is also placed on learning to use the Music Library. Open to School of Music Students only. Not open to students with credit in Music 133.

The motion passed.

**COMMITTEE ON MANAGEMENT OF ACADEMIC OPERATIONS (MAO):
MOTION TO CHANGE STATEMENTS ON QUANTITATIVE REASONING
AND WRITING (UNIVERSITY BULLETIN)**

For MAO, Professor Brooks moved to remove from the table the motion to make changes in the University Bulletin:

- 1) to add the following sentences to the University Bulletin on page 41 at the end of the section on Quantitative Reasoning under Competence Requirements:

Attempting a Q course is understood to mean attempting certification by completing a Q course. Students who do not achieve Q certification by the end of junior year must attempt a Q course each succeeding semester until certification is achieved. Students failing to achieve Q certification by the end of the junior year will be officially warned by the University that they must obtain Q certification.

- 2) to add the following sentences to page 40 at the end of the second paragraph on Writing under Competence Requirements:

Attempting a W course is understood to mean attempting certification by completing a W course. Students failing to achieve W certification by the end of the sophomore year will be officially warned by the University that they must obtain W certification.

Professor Stark seconded the motion which passed after some discussion about possible steps beyond an "official warning" and the problem of insufficient competence courses, especially W courses.

In conclusion, Professor Brooks announced the following names for the Academic Affairs Budget Advisory Committee:

Division I

Professor Irwin
Professor Lester

Division II

Professor Coulont-Henderson
Professor Emery

Division III

Professor Jagger
Professor C. Smith

Division IV

Professor Gray
Professor Mannon

**FACULTY DEVELOPMENT COMMITTEE (FDC):
ANNOUNCEMENTS**

For FDC, Professor Price announced that the deadline for Sabbatical Leave and Fisher Time-Out applications for Spring 1988 is January 19, 1987. After reporting that the committee had forwarded recommendations for sabbatical leaves along with Fisher Fellowship and Time-Out applications to the administration, she noted that 85% of the Professional Conference Fund has been allocated and suggested that faculty apply early for spring and summer meetings. According to Professor Price, money still remains in the Research and Professional Development and the One-Day Conference Funds.

COMMUNICATIONS FROM THE PRESIDENT

President Bottoms reminded faculty of the upcoming Media Symposium featuring High Sidey, contributing editor of Time magazine, and U. S. Senator Richard Lugar, Chair of the Foreign Relations Committee. President Bottoms also announced that the Honorary Degree Committee had selected nominees for degrees and has selected Howard K. Smith to be 1987 commencement speaker. In conclusion he thanked Professors Davis, C. Cornell, Brown, A. Rambo, Steinson, Warren, J. Rambo, Phillips, and Nolte for their role in the Board of Visitors deliberations on diversity.

OLD BUSINESS: DEGREES

For Graduate Council, Professor MacPhail moved that

the faculty recommend to the President and the Board of Trustees that those candidates certified by the Registrar as having completed the necessary requirements be awarded the degree of Master of Arts or Master of Arts in Teaching, as appropriate.

Professor Morrill seconded the motion which passed.

Later in the meeting, Registrar Ypma moved that

the faculty recommend to the President and the Board of Trustees that those candidates certified by the Registrar as having completed the necessary requirements be awarded the degree of Bachelor of Arts.

Jim George seconded the motion which passed.

OLD BUSINESS: ANNOUNCEMENTS

Professor Newton announced that in February he planned to remove from the table the by-law amendments.

Vice-President Silander spoke about the change in life insurance after retirement. He indicated that for the past ten years faculty have been entitled to carry into retirement one-half of their regular life insurance up to a maximum of \$9,000. Although in the past fewer than half reached the maximum, at present nearly everyone does. When the life insurance benefit

was recently increased from 1 1/2 to 2 1/2 times salary, perhaps the retirement portion of life insurance should have been reconsidered as well, according to the Vice President. Because of the significant difference in cost (\$.30 for each \$1,000 per month for average employee, \$8.00 for each \$1,000 per month for average retiree), the administration has decided to place the maximum for retirees at \$3,500. Vice President Silander also indicated that administrators were considering a cafeteria plan which would enable persons to place emphasis on this portion of the policy if they desired.

When Professor Raines asked if faculty meetings were being taped, Assistant Vice President White responded that they had been taped since September to facilitate the writing of the minutes.

For the Athletic Board Professor Loring reported that it is investigating the development of an Indiana Conference of Liberal Arts Schools. Currently seven schools are interested and two others are awaiting further developments.

**MOTION ON STUDY OF DEPAUW'S MEMBERSHIP
IN THE NATIONAL COLLEGIATE ATHLETIC ASSOCIATION (NCAA)**

Professor Morrill moved

that the faculty instruct its elected Athletic Board to explore and consider the advantages and disadvantages of continued membership in the NCAA and make appropriate recommendations concerning this issue to the faculty by the end of this academic year.

Professor Dittmer seconded the motion which passed.

ADDITIONAL OLD BUSINESS

In response to Professor McFarland's question as to whether there will be a supplement to the University's (two-year) Bulletin, Registrar Ypma said that no supplement was planned, but a page containing tuition charges would be inserted in the Bulletin.

Professor Baughman pointed out the need for departmental records to be sent to the Archives rather than to the shredder.

Professor Gustavsson noted that the continued perplexities with the competence program might cause us to consider revising

it or dropping it. He then asked if the University Priorities Committee (UPC) had developed questions parallel to those for Science Education in other areas of the curriculum. If not, he wished to record his dissent. Professor Johnson indicated that the areas of the questions had been determined by President Bottoms who noted that the areas were developed in discussion with Dr. Steven Crow of the North Central Accrediting Agency. President Bottoms suggested that further questions raised by Professor Gustavsson would provide a stimulating debate in the future.

MOTION ON TAPING OF FACULTY MEETINGS

Professor Emery moved

that at the next faculty meeting the Secretary of the Faculty present a report on the taping of faculty meetings and present for approval rules for the use of the tapes.

Professor Gilmer seconded the motion which then passed.

NEW BUSINESS: MOTION THANKING ASSISTANT SECRETARY

Professor Morrill moved

that the Secretary of the Faculty be instructed to write Cathy Fueglein a letter of gratitude on behalf of the faculty for her service.

The motion was greeted with warm applause (which was greatly appreciated by the Assistant Secretary).

ANNOUNCEMENTS

Chaplain Lamar reported on the living units' program on current issues in Nicaragua and encouraged faculty to attend the Festival of Lessons and Carols on December 10 at 7:30 p.m. in Gobin Church.

ADJOURNMENT

By common consent the meeting was adjourned at 8:30.

AGENDA

For the Faculty Meeting of February 2, 1987

1. Call to Order (7:00 p.m., Thompson Recital Hall)
2. Approval of Previous Minutes
3. Motion: To establish guidelines for the taping of faculty minutes
4. Reports from Coordinating Committees
 - Committee on Academic Policy and Planning (L. Sprague)
Announcements
 - Committee on Faculty (S. Raines)
Announcements
 - Committee on Management of Academic Operations (H. Brooks)
Announcements
Motion to add courses to curriculum
Motion to add courses to those satisfying distribution requirements (to be tabled)
 - Committee on Scholastic Achievement (M. Chandler)
Announcements
5. Reports from Other Committees
 - Faculty Development Committee (K. Price)
6. Communications from the President and Others
7. Old Business
8. New Business
 - Balloting for Honorary Degrees
9. Announcements
10. Adjournment



February 2, 1987

TO: The Faculty

FROM: The Secretary of the Faculty *PS*

SUBJECT: Motion to approve use of tape recordings to help in preparation of Faculty minutes

It is proposed that the Faculty authorize the Secretary of the Faculty to tape the proceedings of the Faculty Meetings for the singular purpose of assisting the Secretary and the Administrative Assistant in the preparation of the Faculty minutes.

A sound technician selected by the Secretary will be responsible for operating the recording equipment during the Faculty Meeting.

The tapes will remain in the sole possession of the Secretary or Assistant during the period of minutes preparation.

The tapes will be erased when the minutes have been completed and approved by the Faculty at the next Faculty Meeting.

The recording equipment will be turned off whenever the Faculty goes into closed session.

THE FACULTY OF DEPAUW UNIVERSITY

Minutes of the Meeting of February 2, 1987

CALL TO ORDER

The regular meeting of the faculty of DePauw University was called to order by Vice President for Academic Affairs Maria Falco at 7:00 p.m. In the Thompson Recital Hall of the Performing Arts Center. There were 68 in attendance.

APPROVAL OF PREVIOUS MINUTES

A motion to approve the December 1986 minutes as distributed was made, seconded, and passed.

Professor Gibson moved to establish the following as guidelines for the taping of faculty minutes:

1. The faculty authorize the Secretary of the Faculty to tape the proceedings of the Faculty Meetings for the singular purpose of assisting the Secretary and the Administrative Assistant in the preparation of the Faculty Minutes.
2. A sound technician selected by the Secretary will be responsible for operating the recording equipment during the Faculty Meeting.
3. The tapes will remain in the sole possession of the Secretary or Assistant during the period of minutes preparation.
4. The tapes will be erased when the minutes have been completed and approved by the Faculty at the next Faculty Meeting.
5. The recording equipment will be turned off whenever the Faculty goes into executive session.

The motion was seconded and passed.

Dr. Falco introduced Sylvia Spicer, Secretary for the Department of Philosophy and Religion, as the Assistant to the Secretary of the Faculty and announced that Sylvia will be taking minutes at the Faculty and COF meetings for the next semester.

**COMMITTEE ON ACADEMIC POLICY AND PLANNING (CAPP):
RESOURCE ALLOCATION SUBCOMMITTEE (RAS)**

For CAPP, Ms. Sprague announced that CAPP had been working on several issues since its last report. The Committee considered the suggestion of a student that DePauw give credit for summer internships. CAPP decided to recommend that no change be made in the present policy.

In a Department Chair Meeting on January 28, CAPP presented its recommendations on teaching work load. After considerable discussion, the AVP asked that, as an informational exercise, each department chair submit to her its department's new definition of teaching work load. CAPP urges department Chairs to follow through on the task; to take the idea outlined in CAPP's recommendation and to use it as a way of looking at work loads within the departments. If departments need additional copies of the recommendation or further explanations, CAPP would be happy to supply them.

Professor Sutton, chair of the RAS sub-committee, indicated RAS had received requests for 16 additional staff positions. The priority list is expected to be out by the end of the month.

**COMMITTEE ON FACULTY (COF):
ANNOUNCEMENTS**

For COF, Professor Raines expressed gratitude for the heroic efforts of the committee members (J. Eigenbrodt, R. Newton, C. Mays, D. Kelly, B. Weiss, W. Gilmer, T. Fitzpatrick, G. Lemon) during Winter Term. The COF got a late start due to the handbook approval in the Fall. With great satisfaction, Professor Raines announced that all tenure cases and their associated promotions have been completed, as well as their reports and recommendations, and will be taken to the office of the President Wednesday morning. The AVP will make her recommendations to those cases.

The COF is more than halfway finished with their work on promotions. They are reluctant to split the group and hope to complete them and make all recommendations at one time.

February 12 is the deadline for interim candidates to complete their files in the office of the AVP. Professor Raines announced that the following individuals are up for interim review: Nancy Drew (Nursing School), Catherine Fruhan (Art School), Louise Hart (Nursing School), Sam Abel (Communication Arts and Sciences), and David Klooster (Writing Center) who had an accelerated review due to his departure for Argentina during Winter Term. There's still an opportunity to add information to David's file for review, should anyone care to do so.

Chair Raines announced that the COF's tentative schedule is to start working on tenured cases this spring instead of next fall. Although it is not explicitly required in the handbook, Raines said it would be helpful if members of the Departmental Personnel Committee would sign their report if they are in agreement with it. This would aid the COF in interpreting the report and getting a better feel for the amount of support from the department.

Professor Raines clarified the Committee's perspective of the linkage between tenure and promotion as follows:

A. Tenure

1. If a candidate has spent normal time in rank (completed five years prior to the beginning of the academic year in which tenure is to be considered), then the COF makes a joint, single vote on both tenure and promotion. Only under extraordinary circumstances does the COF's interpretation of the handbook provide for splitting the two if the candidate has the normal time in rank.
2. If there is less than normal time in rank, then the candidate and/or the DPC must make a case for exceptional performance in respect to categories (1) teaching, (2) service, and (3) professional performance in order for the candidate to be considered for promotion.

B. Promotion to Full Professor

1. Normal time in rank is regarded as completion of 7 years in rank prior to the beginning of the academic year in which the promotion is being considered.
2. If the candidate has not had 7 years, he/she may be considered early if an exceptional case is made under categories two or three.

Chair Raines stated that the COF believes the following interpretation is soundly based on the content of the handbook and will be used in handling annual reviews:

1. Once completed, the annual review should be submitted to the department chairman for placement in a file held in the department office.
2. The department chair should then confer with the untenured faculty member after having read this report. A written summary of that conference should be attached to the written report and placed in the department file.

3. During the writing of Interim and tenure reports (3rd and 6th years), the contents of the annual reports should be considered. Those annual reports may also be submitted to that individual's decision file by either the individual or the DPC.

Discussion followed:

Professor Cassel Grub stated that he believed the handbook specifically requires that the department chairperson make a written report.

President Bottoms, Professor Raines, and Professor Soster discussed the placement and accessibility of such information.

Professor Newton quoted from page 9, sections (A) and (B) of The Academic Handbook:

- A. Annual consultation. For purposes of departmental self-study, the school director or department chair shall confer annually with members of the school or department about their role in, and expectations for, the school's or department's mission in the university. With tenurable faculty members between interim review and tenure decision, this consultation provides opportunity to review progress toward tenure.
- B. Evaluation of faculty members in tenurable positions.
 1. At the end of each year (except the interim and tenure review years) of the probationary period, the faculty member shall submit in writing to the school director or department chair a reasonably detailed evaluation of his or her performance of that year relative to the stated criteria for the award of tenure. A written response to the faculty member shall be made by the director or chair following the consultation and written report.

Discussion followed:

President Bottoms stressed that he wanted the faculty members to be very clear about what was expected of them and how their performance was being viewed during the first three years when the decision file was being built. This would ease the load on the personnel committee and COF as well as reduce the possibility of surprise.

Professor Gustavsson questioned the location of where the files were kept, and Dr. Bottoms replied that he wasn't concerned about where they were kept.

Professor Dittmer expressed a concern about the function of the report itself in going back and forth. He questioned whether it would be possible to cut through the bureaucracy and have an agreement that the department chairs would communicate with the administration regarding the progress of department members every year.

Professor Soster suggested that the information be put in the COF file to which Dr. Falco replied that there is no COF file in perpetuity. There is only a personnel file from which a decision file is constructed at the time of tenure or interim review.

Professor Stark made a motion to have President Bottoms discuss the matter with the COF and Professor Chandler seconded the motion which passed.

COMMITTEE ON MANAGEMENT OF ACADEMIC OPERATIONS (MAO):

Professor Brooks presented three motions.

1. Motion to add a topic to an existing course and allow it to be taught this semester: Math 490 Mathematics Topics: H. Special Topics 1/2 to 1 course credit.

There was no debate or question and the motion carried.

2. Motion to transfer a course from the Experimental Division to a department: EXP CCC to Chemistry 105 Principles of Chemistry II (Honors) 1 course credit.

There was no debate before the motion carried.

3. Motion to add courses to the list of those meeting distribution requirements.
(Tabled until the next meeting.)

To be added to Group I.:

Chemistry 105 PRINCIPLES OF CHEMISTRY II (Honors)
Biological Sciences 215 MOLECULAR BASIS OF DIVERSITY

To be added to Group IV.:

History 231 ENGLAND TO 1760
History 232 MODERN ENGLAND
History 241 TSARIST RUSSIA
History 242 REVOLUTIONARY AND SOVIET RUSSIA

The vote to table it carried.

COMMITTEE ON SCHOLASTIC ACHIEVEMENT

Professor Chandler indicated that the committee was continuing to discuss a policy on sexual harassment.

FACULTY DEVELOPMENT COMMITTEE (FDC)

For FDC, Professor Price announced that the committee did not meet over Winter Term. They will meet Tuesday morning to review applications for Spring 1988 Sabbaticals and other leaves of absence in order to make recommendations to the administration.

She requested that interested and eligible faculty apply for Professional Conference funds. All money budgeted for the 86-87 PCF plus some that was reallocated from the Research and Professional Development Fund has been spent so the committee has asked the Administration for additional funding to meet the demand of the PC fund. If/when the money is made available, it will be allocated to the people whose applications are in queue.

President Bottoms announced that \$7500.00 had recently been allocated to the Faculty Development Professional Conference Fund.

Professor Stark inquired as to whether the fund money could be used for attending workshops, meetings, and faculty research to which Professor Price replied that there is a separate fund with no ceiling for research and workshops.

Dr. Falco announced that Professor Price has been duly elected the next Faculty Development Officer to succeed Professor Tony Catanese.

COMMUNICATION FROM THE PRESIDENT AND OTHERS

President Bottoms announced that he had mailed an invitation to faculty members to attend a special faculty meeting on February 6 at 4:00 p.m. in the Recital Hall. The purpose of the special meeting will be to share with the Faculty his mid-year assessment of the state of the university with special attention given to the actions taken by the Board of Trustees on Jan. 19, budgeting matters, and salary raises. He extended an invitation to all to attend a reception following the meeting in the Emerson Room of the Walden Inn.

Secondly, President Bottoms announced the reorganization that has taken place in Public Relations and Development. Marsha Brown, Director of Development and Alumni Relations, will be leaving the University. Barb Smith has been selected as Vice President for External Relations. This change reduces the number of people reporting to the President and keeps DePauw in line with the structure at other universities.

OLD BUSINESS

Professor Newton brought from the table the issue on bylaws and indicated a willingness to postpone his presentation in order to get to other business on the agenda. The faculty agreed.

NEW BUSINESS

Professor Loring made a motion to go into executive session. The Faculty proceeded to discuss Honorary Degrees and Athletic Board matters.

The meeting moved out of executive session.

ANNOUNCEMENTS

Professor Hazel encouraged students and Faculty to attend the conference on The Influence of Evolution on the Natural and Social Sciences.

Dr. Falco announced the appointment of Chris King as her Administrative Assistant.

The meeting adjourned at 8:32 p.m.

Respectfully submitted,

Daryl Gibson, Secretary
Sylvia Spicer, Assistant

Proposed By-Law Revisions (Newton. Moved and tabled Nov. 3, 1986)

1. Insert the following sentence as IV-F-3. (p. 8, yellow booklet)

In the event of a vacancy in a faculty office other than on faculty committees, the nominating committee of that member's division shall appoint a replacement who will serve until the position can be filled by the Faculty at the next election.

New motion: insert "elected" before "faculty" in first line. [to exclude application to appointed positions filled by faculty]

2. Insert the following sentence to become the second sentence in the item under XIII, Amendments. (p. 20, yellow booklet)

By-Laws relating to the transaction of business (such as order of business and method of election) may be suspended by two-thirds vote of those present and voting at any regular faculty meeting.

New motion: the sentence should become XIV, Suspension.

3. Amend the By-Laws with the following deletions and insertions under V-E-1 (p. 11, yellow booklet)

Delete "both" in line 6.

Insert comma after "committees" in line 6.

Delete "and of" in line 7.

Insert "the election of faculty members to faculty offices after "committees," in line 8.

New text: No later than . . . the Secretary of the Faculty shall deliver to the chairperson of each faculty division all the materials pertinent to the annual faculty election, and he/she shall list the results of the divisional nominations to committees, the election of faculty members at large to committees, and the election of faculty members to faculty offices, at least. . . .

Insert "If at the beginning of the school year in the fall there are vacancies in one or more of the coordinating committees or in faculty offices essential to the conduct of faculty business, there shall be a general election according to the procedure outlined above or as may be determined by means of a motion suspending the By-Laws." at the end of section 1.

Change V-E-2 to V-E-3 and V-E-3 to V-E-4 (p. 12, yellow booklet).

AGENDA

For the Faculty Meeting of March 2, 1987

1. Call to Order (7:00 p.m., Thompson Recital Hall)

2. Approval of Previous Minutes

3. Reports from Coordinating Committees

Committee on Academic Policy and Planning (L. Sprague)

Announcements

Motion to table the faculty approval for the extension of the Buenos Aires Program

Committee on Faculty (S. Raines)

Announcements

Committee on Management of Academic Operations (H. Brooks)

Announcements

Motion to remove from table a proposal to add courses to the distribution requirement

Committee on Scholastic Achievement (M. Chandler)

Announcements

Motion to table a proposal dealing with sexual harassment

4. Reports from Other Committees

5. Communications from the President and Others

6. Old Business

Bob Newton - motion to remove from table amendments to by-laws

7. New Business

8. Announcements

9. Adjournment

THE FACULTY OF DEPAUW UNIVERSITY

Minutes of the Meeting of March 2, 1987

CALL TO ORDER

The regular meeting of the faculty of DePauw University was called to order by President Robert Bottoms at 7:00 p.m. in the Thompson Recital Hall of the Performing Arts Center. There were 71 in attendance.

APPROVAL OF PREVIOUS MINUTES

Professor Cavanaugh made a motion to approve as distributed the minutes of the February 2, 1987 meeting. Professor Mannon seconded the motion which carried.

At the suggestion of President Bottoms, the Faculty observed a few moments of silence in memory of Darrell Gooch, a former professor at DePauw, who passed away in January.

Professor Loring commented that he would like to see the flower fund, in which every faculty member contributes one dollar, reinstituted.

**COMMITTEE ON ACADEMIC POLICY AND PLANNING (CAPP):
RESOURCE ALLOCATION SUBCOMMITTEE (RAS)**

For CAPP, Ms. Sprague announced that CAPP has been discussing a revised proposal for the Women's Studies Committee and will continue the discussion at its next meeting.

Ms. Sprague stated that CAPP endorses the recommendation of the International Education Committee to include fall semesters in the Buenos Aires Program under the same provisions of the spring semesters already approved by the faculty on April 7, 1986. The original motion specified that the program would be evaluated following the third semester, which in the light of this recent motion, should be clarified to mean Spring 1989. Ms. Sprague made a motion to table the faculty approval for the extension of the Buenos Aires Program and requested that the Secretary have the text of the original motion printed in the minutes so the faculty could review it before voting on the motion in the next meeting. The motion to table it carried.

The DePauw First Year Program in Buenos Aires (From the Faculty
Minutes of March 3,
1986)

The International Education Committee has recommended that DePauw initiate a one semester first-year level program in Buenos Aires, to begin in February of 1987. The object of the program is not to send DePauw students to Argentina, but instead to offer DePauw courses in Argentina for qualified students who may then continue their education here. The program will be structured as follows:

1. DePauw will work with the cooperation and facilities of the American Community Schools in Buenos Aires.
2. A DePauw faculty member will be selected to serve as faculty in residence in Buenos Aires, and will offer two courses in the program.
3. Two additional courses will be offered by qualified local faculty hired and supervised through DePauw.

4. With the administrative and faculty supervision at DePauw, the DePauw faculty member and the local academic liaison will then assure the integrity of course offerings in a program allowing qualified students to earn up to four course credits.
5. The program will be monitored and evaluated through the International Education Committee and Off-Campus Study Office. A decision to continue or to cancel the program will be made following the third semester, although the program could be abandoned before that time if necessary.

For RAS, Professor Davis announced that by the end of the week, RAS will have interviewed all departments making position requests. The subcommittee has been working on establishing a priority ranking and has recently returned some requests to the AVP's office for her action. The following are requests which RAS didn't feel were its responsibility: Chemistry Department's request for a replacement for Professor John Ricketts; English department's request for three one year positions to replace faculty on leave; Economic Department's request to elevate 1 1/2 to two full time positions (contractual matter); Education Department's request which the RAS understands has already been acted on by the President's Office.

COMMITTEE ON FACULTY (COF)

Professor Raines announced that he met with President Bottoms this morning to discuss the status of the promotion cases and could state that they were winding to a close now. Most of the cases have been completed, however there are a few outstanding cases which will be wrapped up within in the next few weeks.

During its last meeting, the COF reelected Professor Raines as its Chair for next year. As a result of a compromise between the administration and the COF, the Chair of the COF will receive one course release time next year.

Professor Raines announced that the COF recommended to the President that, in the future, coaches of major sports not be placed on a tenure track position.

Professor Raines indicated that the wording in the Handbook is a product of a fall motion that was offered by members of the faculty, and passed by the faculty, whose purpose was to clarify the interpretation of the Handbook. Since the COF's interpretation, as stated by Professor Raines during the February Faculty Meeting, is directly opposite to the meaning expressed in the clarification, the COF would like to invite another amending motion by Professor Gordon Walters for clarification.

Professor Walters moved that the following motion for clarification be tabled: [Handbook p. 8 E. 2.] change from "(i.e., whose first-year appointment was at that rank)" to "(i.e., whose rank as Assistant Professor was established before December 31 of the first year of service)." Professor Walters stated that the intention of this change is to permit the COF to consider for promotion and tenure at the same time, those people who are granted degrees shortly after arriving at DePauw. Professor Evans seconded the tabling motion which passed.

COMMITTEE ON MANAGEMENT OF ACADEMIC OPERATIONS (MAO)

Professor Brooks made a motion to remove from the table the motion to add courses to the list of those meeting distribution requirements. The motion was seconded and passed.

Professor Brooks stated that the request for Biological Sciences 215 (Molecular Basis of Diversity) had been withdrawn and moved for the adoption of Chemistry 105 (Principles of Chemistry II) Honors to Group I. Professor Dittmer seconded the motion which passed.

Professor Brooks moved that History 231 (England to 1760), History 232 (Modern England), History 241 (Tsarist Russia), and History 242 (Revolutionary and Soviet Russia) be added to Group IV. Professor Chandler seconded the motion which passed.

Professor Gustavsson questioned the withdrawal of Biological Sciences 215 and Professors Brooks and Mays indicated that it had been incorporated in an upper level course and was no longer appropriate.

COMMITTEE ON SCHOLASTIC ACHIEVEMENT (SAC)

Professor Schlotterbeck moved to table a proposal on Sexual Harassment. Professor Gray seconded the motion which passed. Professor Schlotterbeck announced that the Coalition for Women's Concerns will be sponsoring a discussion on this policy next Monday.

Professor Schlotterbeck announced that the Committee is completing work on a survey that they will be giving to students (15% sample of the student body). The survey, it is hoped, will identify student expectations of academic advising, experiences they've had, and their perceptions of the strengths and weaknesses of the academic advising process. The Committee is also working on a similar set of questions to be given to the faculty later this semester.

OLD BUSINESS

Professor Newton moved to remove from the table the amendments to the by-laws. Professor McFarland seconded the motion which carried. Professor Newton stated that changes were necessary since, at present, there was no way to replace members except those on faculty committees which does not include the Secretary of the Faculty if that office should become vacant, and if there is no Secretary, there is no officer to hold an election. Also, the by-laws can't be suspended, under Roberts Rules, unless there are provisions for it in the by-laws. Therefore, there needs to be a procedure to replace elected faculty officers other than those on committees and provisions for suspending the by-laws to hold an election without a non-existent Secretary.

Professor Newton announced that a new handbook will be distributed soon since much of it is already on disk.

Proposed By-Law Revisions

[Insertions will be in **boldface** and deletions will be indicated in **strike-out** fashion.]

IV-F-1 INTERIM APPOINTMENTS

In the event of a vacancy in ~~a~~ **an elected faculty office other than on faculty committees position-of-a-representative-of-a-division-to-a-faculty-committee**, the ~~divisional~~ nominating committee of ~~that member's division~~ shall appoint a replacement who will serve until the position can be filled **by the Faculty** at the next ~~divisional-election meeting~~.

Professor Newton moved to make the above changes. Professor Chandler seconded the motion which carried.

XIV. Suspension

By-laws relating to the transaction of business (such as order of business and method of election) may be suspended by two-thirds vote of those present and voting at any regular faculty meeting. Such suspension must be announced in the written agenda circulated at least three days prior to the meeting.

Professor Newton moved to add the aforementioned section to the by-laws.

Professor Morrill moved to amend the motion to state that such suspension must be announced in the written agenda circulated at least three days prior to the meeting.

Professor Newton supported the ammendment offered by Professor Morrill.

Professor Chandler seconded the motion which carried.

V-E-1 Method of Election

No later than one month before the end of the second (spring) semester each year the Secretary of the Faculty shall deliver to the chairperson of each faculty division all the materials pertinent to the annual faculty election, and he/she shall list the results ~~both~~ of the divisional nominations to committees, ~~and of~~ the election of faculty members at large to committees, **the election of faculty members to faculty offices**, at least in the minutes of the last faculty meeting of the year and, if at all possible, in the minutes of the next-to-the-last meeting. If an election to fill vacancies in committees is held at the beginning of the school year in the fall, the Secretary of the Faculty shall deliver the materials pertinent to that election to the divisional chairpersons as soon as possible after the beginning of classes, but in no case later than one month after classes begin; and he/she shall report all the results of this election in the next minutes of the Faculty which he/she distributes. **If at the beginning of the school year in the fall there are vacancies in one or more of the coordinating committees or in faculty offices essential to the conduct of faculty business, there shall be a general election according to the procedure outlined above or as may be determined by means of a motion suspending the By-Laws.**

Change V-E-2 to V-E-3 and V-E-4 to V-E-5.

Professor Newton moved to accept everything as amended. Professor Chandler seconded the motion which passed.

NEW BUSINESS

Professor Sedlack moved to have Department Personnel Files brought into compliance with the University files, in that all items in the files have identifiable sources and that the files be available to the individual concerned. Professor Raines seconded the motion. Professor McFarland questioned whether all departments had files on everybody to which President Bottoms replied that he thought every department should have a file and that the material placed in the file should be signed by the member before it was placed in the file. Professor Raines agreed and added that the individual should also have access to look at his file.

Discussion concerning various types of files continued. President Bottoms commented that in the new personnel process, the departments will maintain a file in which all information is attributed to a source. Professor Dittmer specified that a department member should have access to everything in his file having to do with him. Professor Raines commented that the guideline should be interpreted as broadly as possible so that a department member would have access to any information in the general personnel file as well as any information in any file constructed from it (decision file). Professor Morrill stated that he was troubled with the lack of definitive nouns and felt that the faculty must be careful about passing a motion before the nouns are specified. In response to Professor Raines question concerning the kind of information that should not be made available to the department member, Professor Soster listed confidential letters of recommendation that were written at the time a member applied for a position at DePauw.

President Bottoms suggested that the issue be taken to the COF, discussed, and then brought back to the faculty.

Professor Sedlack withdrew his motion.

ANNOUNCEMENTS

Dr. Silander announced that Coach Katula would be purchasing 100 tickets to the men's basketball play-offs to resell to the faculty. In that way, there would still be 250 tickets available for students, friends, and family of the players to purchase. He suggested that any faculty member interested in purchasing tickets contact Coach Ted Katula immediately.

Professor McFarland asked what the general opinion of the faculty was as far as how to handle students who don't show up for classes during the play-offs. President Bottoms commented that the administration had not declared it a holiday.

Professor Baughman moved that a small discretionary fund be created under the Secretary of the Faculty to be used for appropriate memorials for deceased faculty and their immediate family. Professor Gammon seconded the motion which passed.

ADJOURNMENT

The meeting was adjourned at 8:00 p.m.

Respectfully submitted,

Darryl Gibson, Secretary
Sylvia Spicer, Assistant

AGENDA

For the Faculty Meeting of April 6, 1987

1. Call to Order (7:00 p.m., Thompson Recital Hall)

2. Approval of Previous Minutes

3. Reports from Coordinating Committees

Committee on Academic Policy and Planning (L. Sprague)

Announcements

Motion to remove from the table the faculty approval
for the extension of the Buenos Aires Program

Committee on Faculty (S. Raines)

Announcements

Motion to remove from the table the motion for
clarification of p. 8, section E.2. of the Handbook
(G. Walters)

Committee on Management of Academic Operations (H.
Brooks)

Announcements

Motion to table a motion concerning 8:00 a.m. classes

Committee on Scholastic Achievement (M. Chandler)

Announcements

Motion to remove from the table a proposal dealing
with sexual harassment

4. Reports from Other Committees

5. Communications from the President and Others

6. Old Business

7. New Business

8. Announcements

9. Adjournment

THE FACULTY OF DEPAUW UNIVERSITY

Minutes of the Meeting of April 6, 1987

CALL TO ORDER

The regular meeting of the faculty of DePauw University was called to order by Vice-President for Academic Affairs Maria Falco at 7:05 p.m. in the Thompson Recital Hall of the Performing Arts Center. There were 72 in attendance.

APPROVAL OF PREVIOUS MINUTES

Professor Lester made a motion to approve as distributed the minutes of the March 2, 1987 meeting. Professor Stark seconded the motion which carried.

**COMMITTEE ON ACADEMIC POLICY AND PLANNING (CAPP):
RESOURCE ALLOCATION SUBCOMMITTEE (RAS)**

For CAPP, Ms. Sprague reported to the faculty that Professor Soster advised the Committee that he is negotiating an informal agreement with the University of Alaska-Fairbanks to offer Geological Engineering as a degree option for Pre-Engineering Students. Under the proposed plan, students would follow the same course sequence and satisfy all DePauw University graduation requirements in the same manner that Pre-Engineering students currently do. Students would want to select, as electives, some courses in Geology during their three years at DePauw in preparation for their engineering training at the University of Alaska-Fairbanks. Upon successful completion of both phases of the program (three years at DePauw and two years at UAF), the student would be awarded the B.A. from DePauw and the B.S. in Geological Engineering from UAF. This arrangement requires no changes in the curriculum which is already in place for the Pre-Engineering program. DePauw currently has formal arrangements in Geological Engineering with several other universities. The formal arrangements stipulate that DePauw and the schools with which it has such arrangements may use each other's names in their printed material and that DePauw students will be automatically accepted into the engineering programs at the participating universities without going through a formal application process. In contrast, the informal arrangement being negotiated with UAF would not allow the schools to use each other's names in printed material (though the informal arrangement could be described in recruitment interviews) and DePauw students would have to go through an application process to UAF. Ms. Sprague requested that people who have questions or concerns about this informal relationship, please contact Professor Soster.

Ms. Sprague made a **motion** to remove from the table the motion for faculty approval of the extension of the Buenos Aires Program. The motion carried.

MOTION: CAPP moves that the faculty support the recommendation of the International Education Committee to include fall semesters in the Buenos Aires Program under the same provisions as the spring semesters already approved by the faculty on April 7th, 1986. The original motion specified that the program would be evaluated following the third semester, which, in light of this recent motion, should be clarified to mean Spring, 1989.

Ms. Sprague clarified CAPP's understanding of the motion. She stated that it is the Committee's understanding that the Buenos Aires Program would operate under the following constraints:

1. Enough students would have to be enrolled in order to make the program self-supporting.
2. There would have to be means for appropriate staffing. This stipulation represents a budgetary restriction in that participating faculty could not be away more than one semester because the university budget cannot support full year replacements for absent faculty.
3. The continuance of the Spring semester portion of this program would have priority over the Fall semester.

The faculty expressed the following concerns during the discussion of the motion:

Professor Gustavsson asked if one of the conditions was that the University would not support an entire year's absence by one or two faculty members? Ms. Sprague responded that the intent was that the University could not support a full year replacement of a full time faculty position but that it could support the replacement of two different faculty members (one each semester), but not one the entire year.

Professor Newton asked what would happen if both faculty members were from the same department? Professor White responded that this is a faculty-in-residence position which means there's an automatic replacement. The problem comes with the way in which the budget for this has been established. This program involves not DePauw students but students in Argentina. It is limited to a minimum number of students so that the program could be self-supporting. The program can support the replacement of three courses with part-time help in a department, but it cannot support the full year replacement of a faculty member. If a department who had two of its members involved in the program in one year and requested that the two members be replaced with one full time faculty member, it would pose a problem, but it might be one which could be negotiated.

Professor Dittmer stated that it's very difficult to replace a faculty member for just one semester. He believes that if the program is worthwhile, the University should be able to finance a replacement for a full year.

Professor Tony Catanese asked whether a student in Argentina could transfer in a full year's work at DePauw or just a semester's work? Professor Rambo answered that the same student could not take two semesters of work.

Dr. Silander commented that initially the program was designed for the spring because the students finish their academic year in the fall. Providing courses for them in the spring would enable them to come to DePauw or another institution in the States in the fall. He asked what happened to change this sequence of events? Professor Serpa replied that the program has been so successful that they've tried to deal with the increased interest in the program.

Professor Dittmer stated that he thinks the current arrangement puts a burden on the department. Professor White commented that the program was developed for essentially two reasons: 1) it was an admissions program, and 2) it was a faculty development program. He supports it as an opportunity for the DPU faculty to be well traveled. Even though it isn't a perfect setup, he thinks the principle is good and should be supported by the faculty.

Professor Sutton inquired: If the motion were to pass, would it be understood that it would be operational under those constraints expressed by Ms. Sprague? Ms. Sprague replied that it is CAPP's hope that it would be understood in that fashion.

Professor Gustavsson made a **motion to recommit** since there was some disagreement concerning the funding of the program. Professor Dittmer seconded the motion which was defeated.

Professor Lamar questioned whether the decision was under any time limitations to which Professor Serpa replied that the decision should be made soon since the people currently in Argentina are awaiting the decision before making further plans.

The original motion was put to a vote and carried.

Ms. Sprague **moved** to place on the table a motion for the faculty to approve the addition of a Nursing/Business Program. This program is an innovative one designed to attract students with strong scholastic capability and prepare them with skills which employers in the health care industry say are lacking in most entry level nurses, skills which will enable them to assume leadership roles in the nursing profession. The program retains all of the nursing content of the present nursing program but adds to that courses in economics and accounting, in ethics and business, in computer use, and in industrial and organizational psychology. A detailed description of the program will be mailed to all faculty during the week of April 20th. On Monday, April 27th, Sherry Smith will meet with interested faculty at noon in the UB fishbowl to answer questions about the proposed program.

MOTION: That the faculty approve the addition of a Nursing/Business Program in the School of Nursing.

The motion to place the above motion on the table passed.

COMMITTEE ON FACULTY

Professor Raines informed the faculty that the Committee is still working on promotion cases. The Committee will be interviewing the department chairs of those people who are up for interim reviews in its meeting tomorrow (April 7th). On Tuesday, April 14th, the Committee will interview the interim candidates themselves. The Committee is continuing to work on this year's chair review process and expects to finish it by the end of this semester. The Committee has moved the chair review process for next year up to the fall semester so that people can plan their course offerings next year. Department chairs who are up for review next year will be receiving a letter from the COF inquiring as to whether they have an interest in continuing as chairperson.

Professor Raines announced the following individuals as being up for either tenure, interim, or term review for 1987-88:

Tenure Review

David Field
David Ott
Dan Rizner
Kathleen Jagger
Carl Huffman
Gloria Townsend

Interim Review

Francoise Coulont-Henderson
Cleveland Johnson
Jeff McCall
Erin McGraw
Bruce Serlin
Art Evans
Wassim Shahin

Term Review

Gillian Gremmels
Naomi Steinberg
Wesley Wilson

If anyone would like to submit information to the decision files of any of the above mentioned individuals, please do so this semester. The revised deadline for next year will be announced at the next faculty meeting.

The revision of the personnel process is not ready for distribution yet, but it is very similar to the information the COF distributed earlier. Those individuals who anticipate being up for promotion next year are encouraged to begin assembling information for their decision files as soon as possible so they can be considered during Winter Term next year.

Professor Raines announced that the COF will be meeting with next year's tenure, interim, and term review candidates to discuss the personnel process in the Faculty-Trustee's Meeting Room in the Administration Building at 4:00 p.m. on Tuesday April 21, 1987.

At the conclusion of his report, and with the consent of the Chair, Professor Raines yielded the floor to Professor Walters who made a **motion** to remove from the table the motion for clarification of p. 8, section E.2. of the Handbook. The motion to remove it from the table carried. Professor Walters **moved** that the following change be made:

MOTION: [Handbook p. 8 E.2.] change from "(i.e., whose first-year appointment was at that rank)" to "(i.e., whose rank as Assistant Professor was established before December 31 of the first year of service)."

There was no discussion before the motion for clarification carried.

COMMITTEE ON MANAGEMENT OF ACADEMIC OPERATIONS (MAO)

For MAO, Professor Brooks made a **motion** to place on the table the following motion:

MOTION: Effective with the Spring 1988 semester, departments will offer at least 15 percent of their courses in each morning time bank.

The motion to table the above motion carried.

COMMITTEE ON SCHOLASTIC ACHIEVEMENT (SAC)

For SAC, Professor Schlotterbeck **moved** to remove from the table the motion SAC placed there last month. The motion to remove it from the table carried.

Professor Schlotterbeck **moved** that the original proposal be substituted by the one distributed by SAC [S.A.C. DRAFT 3-26-87] at the beginning of the meeting which contains changes in the language of the original proposal for clarification purposes and includes formal motion. Professor Schlotterbeck made an additional correction in item number 3 of the S.A.C. DRAFT 3-26-87. The corrected version is as follows: 3. unwelcome touching, patting, or pinching a person's body.

Professor Calvert commented that he believed the present proposal potentially threatens academic freedom.

Professor White **moved** that the motion be tabled until the University lawyer has an opportunity to consider the document, respond to it, and relay that feedback to SAC to see if more inundations need to be made to the procedure itself. Professor Raines seconded the tabling motion which carried.

Professor Calvert **moved** that his proposal "(A Policy Statement Against) SEXUAL MISCONDUCT" be tabled along with SAC's proposal. The motion was seconded and passed.

Professor Schlotterbeck **moved** that the "purple copy" [DEPAUW UNIVERSITY POLICY ON SEXUAL HARASSMENT], that establishes a formal complaint process if allegations are made against a faculty member, be tabled along with the other two proposals for the same reason. The motion carried.

Professor Kelly questioned whether involving the lawyer at this time was premature. Professor White responded that he believed we should obtain legal council as we go through the process so that time spent debating terminology won't be wasted when the attorney rejects it for some reason. Professor White continued by saying that he believed both proposals suffer from the following flaw: there's no description of sanctions that are listed. His concern is that if a person is judged guilty of committing an infraction, then what next? Is the person to be adjudicated by the AVP and the President? How we deal with sanctions has to be clearly understood by the faculty. Professor Chandler commented that the "purple" document deals with that issue.

Professor Morrill **moved** that the President of the University be instructed by the faculty to present to the Board of Trustees at their April meeting these documents that have been placed on the table so they can begin to become involved with this issue that the faculty is debating. Professor Calvert seconded the motion.

Professor Emory stated that he believed such action would be premature. He believes that the "purple" document represents a pseudo-policy with all of its "shoulds" instead of "musts". He much prefers the Calvert document because it is a general statement, not a series of "shoulds" (i.e. "the administrator should" instead of "the administrator must") President Bottoms spoke in favor of the Morrill motion. He stated that since the Board of

Trustees will ultimately be called on for a decision to adopt the motion, they should have it ahead of time in order to become sensitized to the issue. Providing the Board with the documents now will provide them an opportunity to make their amendments now instead of at a later date.

Professor Cavanaugh questioned whether SAC had researched similar policies from other institutions to which Professor Chandler replied that the Committee had and that the motion on formal grievance procedures was a sample taken from the AAUP.

Professor Newton stated that the original document limited itself to sexual harassment but that it lends itself to a broader interpretation and it may be necessary to discuss sanctions other than those that are sexual in nature.

Professor Rainbolt spoke against the motion to show it to the Board at this time since the documents represent very different proposals. She would like the faculty to express its will and opinion of the two documents before the Board expresses theirs.

The motion to have the President present the documents to the Board was defeated.

Professor Schlotterbeck announced that SAC will 1) continue to examine the proposals and 2) will distribute a survey on Academic Advising soon.

OTHER COMMITTEE REPORTS

Professor Price announced for the Faculty Development Committee that there is still money in the research and professional development fund. The professional conference fund is nearly depleted at this time.

COMMUNICATIONS FROM THE PRESIDENT AND OTHERS

President Bottoms urged the faculty to urge the students and others to attend the symposium presentations this Wednesday, Thursday, and Friday. He also clarified why the President has \$80,000.00 and the faculty \$20,000.00 in the convocation fund. He stated that the President's convocation fund represents restricted gifts for outside speakers and symposia whereas the faculty's convocation fund is simply the old convocation fund which has been allocated for faculty. He reassured the faculty that as various topics are chosen for convocations, there will be an opportunity for faculty input. He also encouraged faculty members who have ideas for topics for convocations to contact the convocation committee and give them their suggestions.

After clarifying that the 5.5% increase for faculty includes the equity, the President presented the following as problems which he understands to exist in the salary structure for faculty:

1. There is presently a growing gap between senior and new faculty pay.
2. Younger faculty hired three years ago may be making less money than those hired in succeeding years.
3. How does the institution respond to a faculty member who is offered more money at another institution? If the faculty member chooses to relocate after not receiving an increase in pay from DPU, DPU may hire a replacement for more than the difference DPU would have had to pay to keep the faculty member here.

Professor Catanese inquired as to the status of the new men's basketball coach and what role the faculty would have in the selection of the new coach. President Bottoms reaffirmed the recommendation of the COF which stated that all subsequent coaches of major sports would be hired in a non-tenure track position. Dr. Silander stated that a Search Committee had been organized consisting of the following individuals: Bob Loring, Jim Mannon, Ruth Lester, Ted Katula, Tom Mont, and Fred Silander.

Professor Lester asked if the Physical Education Department would be allowed to apply for additional help within the department (other than the new coach) since the current basketball coach is also a member of the teaching faculty and his replacement may be a staff position only. President Bottoms responded affirmatively. Professor Gustavsson asked if the new person coaching basketball would be doing only the coaching of basketball. Dr. Silander answered that the expectation is that the person who would be appointed would fill the position in essentially the same capacity as the present coach [both teaching and coaching].

NEW BUSINESS

Professor Raines asked if a transcript from every faculty member was required by the accrediting body. Dr. Falco replied that it was her understanding that it was standard operating procedure at most institutions to have an official transcript from the terminal degree granting institution on file in the faculty members' personnel file. Faculty members who are uncertain as to whether their personnel file still contains an official transcript may contact Donna Wilson who will check into the matter.

ANNOUNCEMENTS

Professor Gibson announced that all of the chairs for the divisions have received divisional and faculty election materials. By Wednesday, it is hoped that all of the divisional elections will be complete. By Friday the ballots should be returned. April 13th a general faculty ballot will be distributed. April 17th the information should be returned. Everything should be tabulated by the next faculty meeting, May 4th.

Professor Emory announced that John Jakes will be giving the convocation on April 24th and will be sharing a convocation presentation on April 25th (Parents Day).

The meeting adjourned at 8:40 p.m.

Respectfully submitted,

Darryl Gibson, Secretary
 Sylvia Spicer, Assistant

April 27, 1987

To: The Faculty
From: The Secretary of the Faculty *leg.*
Re: Results of Faculty At-Large Elections - Spring 1987

COMMITTEES AND OFFICERS: Three-Year Terms (expiring in 1990)

Academic Policy and Planning	Marty Catanese
Committee on Faculty	Cynthia Cornell Robert Stark
Management of Academic Operations	Gillian Gremmels
Scholastic Achievement	John Schlotterbeck
Athletic Board	Charles Mays
Graduate Council	Shanker Shetty Pei-Ling Wu
International Education	Vincent Serpa
Teacher Education	Judith Raybern
Administration	Richard Kelly
Honorary Degrees	Barbara Steinson
Women's Studies	Martha Rainbolt
G.L.C.A. Representative	John Baughman
Secretary of the Faculty	Darryl Gibson

COMMITTEES Two-Year Terms (expiring in 1989)

Student Publications	William Cavanaugh David Field
Little Theatre Board	Glenn Welliver

REPLACEMENTS FOR FACULTY MEMBERS WHO ARE ON LEAVE OR WHO ARE
LEAVING DEPAUW

First Semester

Women's Studies
Replacement for Dan Wachter (89) Judith George

Second Semester

Women's Studies
Replacement for John Dittmer (89) Kathy Davis

Both Semesters

Faculty Development
Replacement for Susan Gardsbane (89) Robert Weiss

Teacher Education
Replacement for Margaret Berrio (88) Ruth Lester

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* All ballots and all signed ballot counts *
* are available to anyone wishing to see *
* them. *
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AGENDA

For the Faculty Meeting of May 4, 1987

1. Call to Order (7:00 p.m., Thompson Recital Hall)
2. Approval of Previous Minutes
3. Reports from Coordinating Committees

Committee on Academic Policy and Planning (L. Sprague)
Announcements

Motion to remove from the table a motion for the faculty to approve the addition of a Nursing/Business Program.

Motion to table a motion about changing a requirement for the International Business Program.

Committee on Faculty (S. Raines)
Announcements

Committee on Management of Academic Operations (H. Brooks)
Announcements

Motion to remove from the table the motion regarding departments offering at least 15% of their courses in each morning time bank effective Spring 1988.

Committee on Scholastic Achievement (J. Schlotterbeck)
Announcements

Motion to remove from the table the motion to substitute the original sexual harassment proposal with S.A.C. draft 3-26-87.

4. Reports from Other Committees
5. Communications from the President and Others
6. Old Business
7. New Business
8. Announcements
9. Adjournment

THE FACULTY OF DEPAUW UNIVERSITY

Minutes of the Meeting of May 4, 1987

CALL TO ORDER

The regular meeting of the faculty of DePauw University was called to order by Vice-president for Academic Affairs Maria Falco at 7:08 p.m. in the Thompson Recital Hall of the Performing Arts Center. There were 92 in attendance.

APPROVAL OF PREVIOUS MINUTES

Professor White requested that the term "inundations" on page four be replaced with the term "emendations". A motion to approve the previous minutes as corrected was made, seconded, and carried.

**COMMITTEE ON ACADEMIC POLICY AND PLANNING (CAPP):
RESOURCE ALLOCATION SUBCOMMITTEE (RAS)**

For CAPP, Ms. Sprague made the following announcements:

1. CAPP has finished its discussions with the Education Department concerning several recent reports on the present and future state of education in the nation. The two groups had been asked by the AVP to particularly address the implications of those reports for education at DePauw.
2. Professor Warren reported to the faculty the state of admissions in the Education Department.
3. CAPP finished its consideration of a proposal from the Women's Studies Committee for a Coordinator of Women's Studies. This would be a full time tenure track position in a department with a half time administrative assignment as Coordinator of Women's Studies for not less than three years and probably more, after which time the person would return full time to the home department and another half time Coordinator would be chosen from amongst the faculty, with a guaranteed replacement to the affected department. The Committee sent a recommendation to President Bottoms that this position be considered separately from and in addition to those positions to be recommended by RAS.
4. The Committee received a proposal from the Asian Committee and the Department of German and Russian for a full time tenure track instructor of Japanese Language and another proposal from the Asian Committee outlining various options for an Asian Studies Program. CAPP was reluctant to consider proposals for specific positions until the general directions of an Asian Studies Program had been outlined more firmly so it encouraged the Asian Committee to develop a more explicit proposal for these directions and to bring it back to CAPP in the future.
5. The Committee is finishing its discussions concerning the definitions of teaching work load which departments submitted during the semester. This work will conclude with a report to the administration in the next two weeks.

MOTION: To remove from the table a motion to approve the Business/Nursing Program. (A description and explanation of the program was mailed to all faculty members the week of April 20th and an open meeting for discussion of the program was held on April 27th.)

The motion to remove the Business/Nursing Program motion from the table carried. Professor Smith answered questions from Professors Gray, Gustavsson, and Anderson before the faculty vote to accept the program carried.

MOTION: To replace the requirement of this concentration for an international business internship with a winter term seminar on international business.

The change has been proposed because the logistics of finding internship opportunities for all of the students majoring in International Business has become impossible. Many foreign businesses do not want an American student for only one month. Similarly, American business in the U.S. which could offer a suitable experience in international business are also reluctant to take on such a short term intern.

The motion to replace the requirement carried.

MOTION: That students who choose to go through the petition process may earn 1/4 credit for unpaid summer internships (credit which is not applicable toward graduation.)

These students must find a faculty sponsor and pay the normal tuition charge for 1/4 credit. The conditions of this emergency measure may not be altered at a later date to allow for credit toward graduation.

Professor Gray moved to amend the motion to give Winter Term credit instead of 1/4 course credit. Professor Henninger seconded the motion which was later withdrawn by Professor Gray.

The original motion giving 1/4 course credit carried.

Professor Sutton announced that RAS has completed the requests they received and has placed them in the following order of priority: (1) Art History, (2) Political Science, (3) Biological Sciences, (4) History, (5) Physics and Astronomy, (6) Philosophy and Religion, (7) Studio Art, (8) Sociology and Anthropology, (9) Communication Arts and Sciences - Mass Communication, (10) Romance Languages, (11) CAS - Rhetoric and Interpersonal Communication.

COMMITTEE ON FACULTY

Professor Raines presented the following scorecard information regarding this year's tenure and promotion cases:

<u>Tenure</u>	Nine positive recommendations from the COF with the President granting nine. Two cases which the COF could not evaluate using the specific criteria in which case the President made special accommodations and adjustments.
<u>Promotion</u> <u>for</u> <u>Tenure</u>	Five positive recommendations from the COF for normal time-in-rank with the President granting five. Two positive recommendations for accelerated cases before normal time-in-rank with the President granting two. Two cases with no positive recommendation from the COF for accelerated promotion before completion of normal time in rank with the President not granting promotion in either case.
<u>Promotion</u>	Eight positive recommendations from the COF with the President granting eight. One negative recommendation for promotion from the COF with the President granting promotion. Two cases in which the COF could not make a case for promotion, but in which the President made special accommodations.

Professor Morrill questioned whether the COF had considered filling the two vacancies in the COF, to which Professor Raines replied that the COF isn't considering it at this time, but will consider it at the beginning of next term.

Professor Raines stated that Pei-Ling Wu's name should be added to the list of term review candidates for next year. He also announced that the COF had received a proposal from the Department Chairs regarding what should be done with annual reports and had decided to consider this matter next fall.

COMMITTEE ON MANAGEMENT OF ACADEMIC OPERATIONS (MAO)

Professor Brooks **moved** that the following courses be added to the curriculum:

- | | |
|---------------|--|
| Nursing 408 - | Nursing Care of the Adult and Family, Course B/ Nursing Business Theory (2 courses credit) |
| Nursing 414 - | Nursing IV/ Nursing Business Practicum (2 courses credit) |

The motion to add the above courses carried.

Professor Brooks **moved** to remove from the table the following motion:

MOTION: Effective with the Spring 1988 semester, departments will offer at least 15 percent of their courses in each morning time bank.

The motion to remove the above motion from the table carried.

Professor Brooks **moved** that the above motion be amended as such:

Amendment: Change effective date from Spring 1988 to Fall 1988.

When asked why this change should be made, Professor Brooks replied that the schedule for the Spring of 1988 has already been printed and to move the classes to afternoon time banks instead of early morning time banks would cause conflicts with afternoon labs and seminars. If implemented, this allocation of courses would more evenly distribute courses in all of the morning time banks.

The amended motion carried with a vote of 57-33.

COMMITTEE ON SCHOLASTIC ACHIEVEMENT (SAC)

Professor Schlotterbeck introduced and described a proposed policy on sexual harassment, dated April 30, 1987. [This policy supercedes an earlier proposal that was tabled at the April Faculty meeting.] Professor Schlotterbeck **moved** that the Faculty endorse this policy and urged its adoption by the Board of Trustees and then listed nine reasons why he felt SAC's proposal should be supported.

Professor John White reported to the Faculty on the contents of a letter from Kent Weeks that explained Weeks' reaction to draft policies on sexual harassment and sexual misconduct as requested by the Faculty at the April Faculty meeting.

Professor Calvert **moved** to amend by substitution the Policy on Sexual Misconduct for SAC's motion. Professor Gray seconded the motion. The faculty then discussed both proposals and stressed the following issues:

1. SAC's proposal deals with civil rights whereas the Calvert proposal deals with sexual misbehavior. (Schlotterbeck)
2. Third party harassment, although difficult to prove, could become an issue. (Stark)

3. The Calvert document may protect the institutional aspect and meet the needs of the policy better than the SAC proposal. (Calvert)
4. Has the faculty had ample time to absorb the material in both proposals to make an educated decision? (Glausser et al.)
5. The term "misconduct" in the Calvert document is ambiguous. (Schlotterbeck)
6. Both proposals may be an overkill reaction to using sex as a commodity. The faculty must be careful not to censure its ability to comment, joke, or to use language. (Cavanaugh)
7. Is the listing of examples a necessary part of the document; a matter of routine in other documents? (Csicsery-Ronay)
8. Do both documents protect sexual orientation? (Weeks letter)
9. The SAC proposal deals with using power to deny equal educational opportunity. (Schlotterbeck)
10. Do other policies currently exist which deal with other kinds of harassment?
11. Screening complaints and mediation are quite necessary. Can the Dean of Students provide prompt and impartial assistance to all parties when dealing with a case of misconduct between a faculty member and a student?

President Bottoms spoke to the necessity of defining a policy. He stated that several issues had been brought to his attention this year and since they were raised, and no policy currently exists, he was forced to deal with them alone, without any mechanism to use peer review.

MOTION: (Cavanaugh) Amend SAC proposal to remove items 1-6 and amend the Calvert proposal to remove items 1 and 2.

Professor Johnson seconded the motion. Professors Morrill and Weiss questioned the procedure.

MOTION: Table all documents.

Professor Gray seconded the motion to table all the documents. The faculty voted 37-49 against tabling the motion.

MOTION: (Lamar) Amend the Calvert document as follows: renumber I as II; renumber II as III; insert as I: "Any person who believes he/she a victim of sexual misconduct may go to any sexual misconduct officer for advice or counsel on education. The sexual misconduct officers may include persons from the chaplain's office or the office of Student Affairs."

The faculty voted 36-25 in favor of amending the Calvert document.

MOTION: Move the previous question. [required a 2/3 vote]

The motion passed 69-24. The faculty voted to endorse the SAC proposal.

MOTION: (Newton) (1) COF nominate an adhoc committee on disciplinary procedures to commence AY 87-88 composed of 3-4 wise, prudent, probity-filled faculty members; (2) That this committee work with a similar number of administrators to formulate a procedure to consider and judge all allegations of misconduct, including sexual harassment; against persons subject to the discipline of the University; (3) That this committee recommend to the faculty an appropriate procedure for disciplinary actions.

Professor White called the question and the motion passed.

Professor Gustavsson appealed the decision of the Chair and Professor Morrill moved to reconsider the SAC motion. Professor Weiss commented that the appeal was not timely.

REPORTS FROM OTHER COMMITTEES

Professor Loring announced that the Athletic Board supported the NCAA as being the appropriate Association for DePauw.

On behalf of the faculty, Ms. Gardsbane thanked Professor T. Catanese for three years of dedicated work as Faculty Development Coordinator. During the past three years, Professor Catanese helped to strengthen and creatively expand a Faculty Development Program which already had a strong foundation thanks to the former coordinators. Some of the programs that Professor Catanese developed are 1) the noon faculty forum, 2) an orientation program for new faculty members, 3) the student observer program, and 4) the securing of funds for Faculty Development from the Eli Lilly Foundation.

COMMUNICATIONS FROM THE PRESIDENT AND OTHERS

President Bottoms made the following announcements:

1. A study has been made comparing DePauw with ten other liberal arts colleges.
2. The Board has deferred its decision regarding the freshman dormitory until next Fall.
3. Howard K. Smith will be the commencement speaker.

College of Liberal Arts

MOTION: (Professor Fuller) That the faculty authorize the Board of Trustees to advance those candidates certified by the Office of the Registrar to the degree of Bachelor of Arts.

Professor Morrill seconded the motion which carried.

School of Music

MOTION: (Professor Grubb) That the faculty authorize the Board of Trustees to advance those candidates certified by the Office of the Registrar to the degree of Bachelor of Music.

The motion was seconded and carried.

School of Nursing

MOTION: (Professor Smith) That the faculty authorize the Board of Trustees to advance those candidates certified by the Office of the Registrar to the degree of Bachelor of Science in Nursing.

The motion was seconded and carried.

Graduate Studies

MOTION: (Professor Schwartz) That the faculty authorize the Board of Trustees to advance those candidates certified by the Office of the Registrar to the degree of Master of Arts in Teaching.

The motion was seconded and carried.

NEW BUSINESS

Professor Gibson moved that the faculty make a vote of confirmation for the 17 divisional sections. The motion was seconded and carried.

Professor Gibson announced the At-Large Candidates.

ANNOUNCEMENTS

Professor Baughman announced the procedure for Commencement.

Professor Mecum announced that the JFK University of Buenos Aires will be sending representatives to DePauw next September. They will be spending three nights at Walden Inn. This will be an excellent opportunity for anyone interested in teaching at the Buenos Aires Lincoln School to make contact and ask questions regarding the program. The representatives will be here to observe how DePauw functions so it would be helpful if they could attend department meetings, faculty meetings, chair meetings, committee meetings, and classes.

ADJOURNMENT

The meeting adjourned at 10:00 p.m.

Respectfully submitted,

Darryl Gibson, Secretary

Sylvia Spicer, Assistant

FACULTY COMMITTEES¹

1987-88

Coordinating Committees

Committee	Division	Divisional Representatives		At-Large Representatives	
Academic Policy & Planning	1	David Herrold	90		
	2	* Art Evans	90	Nancy Metzger	88
	3	Mike Johnson	89	Carl Huffman	88
	4	Stan Warren	88	Nancy Davis	89
				Marty Catanese	90
Faculty	1	Ruth Lester ²	89		
	2	Vincent Serpa	90	Walker Gilmer	88
	3	Jim George	88	Cynthia Cornell	90
	4	John Eigenbrodt	88	* Steve Raines	88
				Robert Stark	90
				Robert Newton	89
				Gary Lemon	89
Management of Academic Operations	1	Ruth Lester	90	Judith George	88
	2	Sam Abel	90	Gillian Gremmels	90
	3	Sherry Smith	89	* Howard Brooks	88
	4	John Wilson	88	John Kaemmer	90
Scholastic Achievement	1	Wes Wilson	90		
	2	F Coulont-Hendersen	90		
	3	Theresa Kessler	89	Wade Hazel	88
	4	Marthe Chandler	88	Martha Avery	88
				John Schlotterbeck	90
				Ralph Gray	89

¹ Astersisk in front of name indicates committee chair.

² Replaces Tom Fitzpatrick.

Executive Committees

Committee	Division	Divisional Representatives	At-Large Representatives	
Academic Affairs Budget Committee (MAO)	1	++ Vacancy ++	N/A	
	2	++ Vacancy ++		
	3	++ Vacancy ++		
	4	James Madison Kathy Jagger Ralph Gray James Mannon		
Athletic Board	1	Ed Meyer	89	
	2	Jeff McCall	90	
	3	Robert Stark	90	Charles Mays 90
	4	Roy Swihart	88	Dan Wachter 88 Marthe Chandler 89 James Mannon 89
Faculty Development (FDC)	1	Catherine Fruhan	88	
	2	James Rambo	89	Robert Weiss ³ 89
	3	Wade Hazel	90	* Don Ryujin 88
	4	John Schlotterbeck	90	
Graduate Council (CAPP)	1	Ed Meyer	89	Pei-Ling Wu 90
	2	Richard Curry	88	
	3	Louise Hart	88	James Madison 88
	4	* Ned McPhail	89	Shanker Shetty 90 James Mannon 89
International Education (CAPP)	1	Cleveland Johnson	90	
	2	Ed Mayer	88	F. Coulont-Henderson 89
	3	++ Vacant ++ ⁴	88	* Vincent Serpa 90
	4	John Kaemmer	89	D Bhattacharyya 88 ++ Vacancy ++ ⁵ 88

³ Replaces Susan Gardsbane for entire 1987-88 year.

⁴ Replaces Lou Smogor for Fall Semester 1987.

⁵ Replaces John White for remainder of term.

Executive Committees (cont.)

Committee	Division	Divisional Representatives	At-Large Representatives
Public Occasions (CAPP)	1	William Meehan 89 Kathy Davis 89	N/A
	2	James Elrod 88 David Field 90	
	3	Victor DeCarlo 88 Sherry Smith 90	
	4	John Dittmer 88 Bruce Stinebrickner 89	
Scholastic Standing (SAC)	1	Barbara Federman 88	N/A
	2	Richard Curry 90	
	3	Margaret Hamilton 89	
	4	Stan Warren 89	
Teacher Education	1	Gillian Gremmels 89	Ruth Lester ⁶ 88
	2	Sam Abel 89	David Klooster 89
	3	Catharine Powell 90	Ernie Henniger 88
	4	Bruce Stinebrickner 90	Judith Raybern 89
Resource Allocation Subcommittee (CAPP)	1		Robert Kingsley 88 Cleve Johnson 89
	2	* Carl Huffman 88	Wayne Glausser ⁷ 90 Nancy Metzger 88
	3	Mike Johnson 89 Vic DeCarlo 90	
	4	Nancy Davis 89	William Harman ⁸ 89

⁶ Replaces Margaret Berrio for entire 1987-88 year.

⁷ On leave Spring 1988.

⁸ Replaces Ralph Raymond Fall Semester 1987.

	Members	Alternates
Review (COF) 2/1/88 - 1/31/89	1 Orcenith Smith Judith George	Claude Cymerman Wes Wilson
	2 F Coulont-Henderson Art Evans	Larry Sutton Martha Rainbolt
	3 Terry Kessler Robert Stark	Underwood Dudley Kit Price
	4 David Maloney Ralph Raymond	Ralph Gray James Mannon

Administrative Committees

Committee	Division	Divisional Representatives	At-Large Representatives	
Committee on Administration		N/A	Robert Garrett Richard Kelly Martha Rainbolt	88 90 89
Board of Control of Student Publications		N/A	William Cavanaugh David Field Gillian Gremmels Jeff McCall	89 89 88 88
Joint Committee on Honorary Degrees		N/A	Barbara Steinson Robert Sedlack Wayne Glausser	90 88 89
Little Theatre Board	1	Dan Rizner	88	Glenn Welliver 89
Student Life		N/A	John McFarland Don Ryujin	88 89
Women's Studies		N/A	Judith George ⁹ Kathy Davis ¹⁰ ++ Vacancy ++ ¹¹ Martha Rainbolt	1st sem 2nd sem 88 90
G.L.C.A. Representative		N/A	John Baughman Marcia McKelligan	90 88
Secretary of of the Faculty		N/A	Darryl Gibson	90

Divisional Officers (7/1/86 - 6/30/87)

Division	Chairman	Secretary	Third Member of the Nominating Committee
1	Tom Mont	Catherine Fruhan	Vergene Miller
2	Vincent Serpa	Carl Huffman	David Field
3	Howard Brooks	Kit Price	Catharine Powell
4	Rod Clifford	Wassim Shahin	Stan Warren

⁹ Replaces Dan Wachter Fall Semester 1987.

¹⁰ Replaces John Dittmer Spring Semester 1987.

¹¹ Replaces Naomi Steinberg for remainder of term.