2-4-1976

CWU Faculty Senate Minutes - 02/04/1976

Esther Peterson

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MINUTES: Regular Senate Meeting, 4 February 1976
Presiding Officer: David Lygre, Chairman
Recording Secretary: Esther Peterson

The meeting was called to order at 3:15 p.m.

ROLL CALL

Senators Present: All Senators or their alternates were present except Craig Allen, Dick Alumbaugh, Stan Dudley, Roger Garrett, Charles Hawkins, Art Keith, Paul Kuroiwa, Robert Miller, Dale Samuelson and Milo Smith.

Visitors Present: Don Caughey, Edward Harrington, Dale Comstock, Dave Anderson, Charles McGehee and Don Schlesman.

AGENDA CHANGES AND APPROVAL

The chairman suggested the following changes:

1. Under "Communications" add
   C. Letter from Charles Greenwood
   D. Minutes of CFR Salary Task Force
   E. Letter from Allen Gulezian
   F. Letter from Dan Evans

2. Under "Reports" add
   C. President
   D. Vice President for Academic Affairs

APPROVAL OF MINUTES

The minutes of January 7, 1976 were approved as distributed.

COMMUNICATIONS

A. Letter from Dan Adler, dated January 21, 1976, concerning the Senate's request for a Committee T investigation. Copies have been distributed for the Senate's information.


C. Letter from Charles Greenwood, dated January 27, 1976, informing the Senate that Dale Samuelson has been selected to replace Walter Thompson as the Faculty Senate Representative for the Department of Aerospace Studies.

D. Minutes of the CFR Salary Task Force, dated January 27, 1976. These have been distributed for the Senate's information.

E. Letter from Allen Gulezian, dated February 3, 1976, reporting that his Senate alternate will be Jay Forsyth.

F. Letter from Governor Dan Evans, dated January 30, 1976, regarding the upcoming Board of Trustees appointments. This will be discussed during the chairman's report.

CURRICULUM PROPOSALS

A. Undergraduate Curriculum Proposals, pages 425 and 426.
MOTION NO. 1393: Mr. Bennett moved, seconded by Ms. Klug, that the Senate approve the Undergraduate Curriculum Proposals on pages 425 and 426. Voted on and passed with a majority voice vote.

REPORTS

A. Chairperson's report--Mr. Lygre remarked that Mr. Mack had attended the CFR Salary Task Force meeting of January 27, 1976 where he presented the salary policy and schedule proposal which had been adopted at the last Senate meeting. They were quite pleased with the salary proposal at that meeting and attempted to encourage the others to study it and determine whether this policy or a similar one would be suitable to them. The University of Washington is not too receptive to this proposal; the others seem to be. Mr. Harrington has informed Mr. Lygre that he plans to have this item discussed at the Interinstitutional Council of Administrative Officers. Mr. Lygre plans to contact the Senate chairpersons at the other schools, encouraging them to consider this proposal.

The letter from Governor Evans is in response to a letter which Mr. Lygre wrote requesting that the faculty have some role in the selection process for Board of Trustees members. Without objection, the Senate Executive Committee will, unless directed otherwise by the Senate, try to solicit names of persons who might be suggested for those appointments. They would like to get as wide an input as possible. Since two of the Board members' terms expire next month, this must be done within the next two or three weeks.

B. Executive Committee--No report.

C. President's Report--Mr. Brooks distributed material regarding the final CPE report on faculty salaries and copies of the annual Seven State Academic Salary Survey for 1975-76. He reported on legislative activities on issues related to the College.

D. Vice President for Academic Affairs--Mr. Harrington reported on the college enrollment and reviewed budgetary problems related to legislative funding policies.

E. Standing Committees
   1. Student Affairs--No report.
   2. Personnel Committee--No report.
   3. Budget Committee--No report.
   4. Curriculum Committee--No report.
   5. Code Committee--Ms. Lester will present proposed Code changes under New Business.

OLD BUSINESS

None at this meeting.

NEW BUSINESS

A. President's proposed Code changes

It was suggested by Ms. Lester that they start with the grievance recommendations, since they are of top priority and the Grievance Committee is functioning at this time without any real guidance.

MOTION NO. 1394: The Code Committee moved adoption of their recommendation that the following change be made on page 59 of the Code:

Item 9
Section 3.58 D(5). Grievance Procedure

Delete the wording that is crossed out:
To determine whether the decision of the appropriate faculty body, faculty member or administrator was the result of adequate consideration in terms of the relevant standards and procedures of the college with the understanding that the Grievance Committee should not substitute its judgment on the merits for that of the individual or group which rendered the decision.

**Rationale:** This information is in conflict with that provided in section 3.58 B and is not needed.

Motion No. 1394 was voted on and passed with a unanimous voice vote and Mr. Brooks abstaining.

**MOTION NO. 1395:** The Code Committee moved adoption of their recommendation that the following change be made on page 59 of the Code:

**Item 10**
**Section 3.58 D(6) Grievance Procedure**
Eliminate (6). Redundant.

Motion No. 1395 was voted on and passed with a unanimous voice vote.

**MOTION NO. 1396:** The Code Committee moved adoption of their recommendation that the following change be made on page 58 of the Code:

**Item 11**
**Section 3.58 C.**
The grievance procedure prescribed herein and in the following Section 3.59 shall be the procedure followed by the Faculty Grievance Committee... (no further change).

Motion No. 1396 was voted on and passed with a unanimous voice vote and Mr. Brooks abstaining.

**MOTION NO. 1397:** The Code Committee moved adoption of their recommendation that the following new Section 3.59 be added to the Code as follows:

**Section 3.59 Procedures for Informal Reviews: General**

A. A faculty member may apply to the Faculty Grievance Committee for an informal review by filing his grievance with the committee. A grievance shall be defined and conform to the statements contained in section 3.58 A and D(1). The Faculty Grievance Committee shall follow this procedure:

1. In accord with Section 3.58 B., the Faculty Grievance Committee shall have the right to decide whether or not to conduct an informal review.

2. Should the Faculty Grievance Committee decide to conduct an informal review, the chairman of the committee shall notify the grievant or grievants not more than fourteen days from the date of the committee's receipt of the request for a review. The chairman of the committee shall set a date for the review, such date to allow not less than ten days notice to the grievant or grievants of the date, time and place of the review.

3. The Faculty Grievance Committee may rule at any time that it is unnecessary or impossible to continue the informal review.

4. The informal review shall be conducted as expeditiously and as continuously as possible and on successive days if possible.

5. The grievant and any other parties the committee deems necessary for the review shall make himself or themselves available once the review begins unless he or they can verify to the Faculty Grievance Committee that his or their absence is absolutely necessary.

6. A member of the Faculty Grievance Committee shall remove himself from the case if he deems himself disqualified for bias or interest. Grievance Committee members who are members of the same department as the grievant or grievants shall not serve at the hearing. Each party shall have the privilege of one challenge without stated cause.
(7) In informal reviews, the faculty member shall be permitted to have with him a Central Washington State College faculty member of his own choosing to act as advisor and counsel. The faculty member must be selected from those covered in Section 1.01 of this Code, provided that such faculty member is not a member of the Washington State Bar or any bar of the United States.

(8) Any legal opinion or interpretation given to the Faculty Grievance Committee shall be shared with all other parties to the case.

(9) Informal reviews will be closed to all except those personnel directly involved. All statements, testimony, and all other evidence given at the informal hearing shall be confidential and shall not be subject to disclosure or discovery and shall not be released to anyone including the parties involved. Such statements, testimony and evidence may not be used to question the veracity of any party to the case without permission of the person who divulged the information.

(10) The Faculty Grievance Committee shall file its recommendations with the President of the College or his designee, the Faculty Senate Chairman and the faculty member within five days after the conclusion of the informal review. There shall be no review before the Faculty Senate.

(11) Within five days of the receipt of the recommendations of the Faculty Grievance Committee, the President or his designee shall inform the faculty member, Faculty Grievance Committee and the Faculty Senate Chairman of his decision to approve or disapprove the recommendations. This action of the President or his designee shall constitute notice of the final decision in the informal review procedure.

(12) If the faculty member disagrees with the President or his designee and/or the Faculty Grievance Committee, he may request a formal hearing on the matter by directing a request for such hearing to the chairman of the Board of Trustees within ten days after notice of the final decision concerning the informal hearing. Should a hearing not be granted an aggrieved party may then petition the Superior Court pursuant to RCW 28B.19.150.

(13) Failure to apply for a formal hearing within ten days after receipt of the notice from the President or his designee shall be construed as a decision on the part of the faculty member not to contest the results of the informal hearing.

Reason: The informal hearing or review procedures in the Code are limited to hearings concerning dismissal of faculty members for cause. This proposed new section sets forth procedures for informal reviews of all grievances but does not require the Faculty Grievance Committee to honor all requests for such reviews.

A question was raised concerning No. (10) and (11) as to the wording of "faculty member." It was agreed to change (10) by striking the words "the faculty member" and inserting the words "all principals to the case;" and change (11) by striking the words "the faculty member" and inserting the words "all principals to the case, the..."

Motion No. 1397 was voted on, as amended, and passed with a unanimous voice vote, and with Mr. Brooks abstaining.

Ms. Lester suggested they now turn to the beginning recommendations of the Code Committee's Recommendations on President Brooks' Proposed Revisions of the Faculty Code.

MOTION NO. 1398: The Code Committee moved adoption of their recommendation that the following change be made on page 5 of the Code:

Item 1
Section 1.01 A(2) Faculty--Defined.

present wording:

(2) who occupy administrative positions and who hold one of the professional designations or ranks listed in Section 2.05.
recommended change:

(2) who occupy administrative positions and who hold one of the professional ranks listed in Section 2.05, and

(a) who hold academic tenure or

(b) who occupy one of the following administrative posts: President, Vice President for Academic Affairs, Dean of Graduate Studies, Dean of Undergraduate Studies, Dean of an Academic School.

Reason for change: With an administrative code under preparation, we must determine who is covered in each code. Many "ranked administrators", currently covered by the Faculty Code, have little opportunity to achieve academic tenure (see Section 3.45) because they cannot be fully active in their respective academic disciplines. Under this revision, should they be awarded tenure at some later date, they would be covered under the Faculty Code, and would no longer have coverage under the Administrative Code. Currently, this problem is a major "hang up" in developing an administrative code. It should be noted that the college Librarian is covered under Section 1.01 A(3).

Motion No. 1398 was voted on and passed with a unanimous voice vote and one abstention from President Brooks.

Items 2 and 3, regarding Sections 1.30 A(2)(d) on page 9 and 1.45 A. on page 10 of the Code, were withdrawn by President Brooks in favor of any recommendations the Code Committee may present.

MOTION NO. 1399: The Code Committee moved adoption of their recommendation that the following change be made on page 32 of the Code:

Item 4
Section 2.38 B(5)

Change references, 2.40.

Voted on and passed with a unanimous voice vote and one abstention.

MOTION NO. 1400: The Code Committee moved adoption of their recommendation that the following change be made on page 37 of the Code:

Item 5
Section 2.70 A. Professional Leave--Eligibility

Faculty members as defined in Section 1.01 who have been employed by the college for six (6) calendar years and have served eighteen (18) full time quarters during that time, and faculty members who have been employed by the college for six (6) calendar years and have served eighteen (18) full time quarters since their last professional leave, and who expect to serve at least three (3) additional academic years at the college before retirement, shall be eligible for professional leave.

Reason: The Code Committee cannot recommend approval of the insertion of the words "after the leave and" following the phrase "three (3) additional academic years at the college" because it does not understand which intent is being clarified with these words. Does the President desire to change the practice, stated in Section 2.75 A (8), whereby a faculty member shall serve one academic year at the college after returning from sabbatical leave?

Motion No. 1400 was voted on and passed with a unanimous voice vote and one abstention.

MOTION NO. 1401: The Code Committee moved adoption of their recommendation that the following change be made on page 39 of the Code:

Item 6
Section 2.85. Introductory paragraph only:

A. A formal letter of application from a candidate for professional leave shall be filed with the department chairman, the Vice President for Academic Affairs and
the appropriate dean, on or before November 1 of the fall quarter preceding the
academic year in which the candidate desires such leave. Copies shall be filed
with the Vice-President for Academic Affairs and the appropriate dean. Besides
providing assurance of compliance to the special conditions outlined in this code
regarding professional leave, the application letter shall include the following:

Reason for change: Prior to the end of each fall quarter the Vice President for Academic
Affairs must develop a plan for staffing for the following academic year. He must know
before the end of the quarter who will be on professional leave the coming year.

Motion No. 1401 was voted on and passed with a unanimous voice vote and one abstention.

MOTION NO. 1402: Ms. Lester moved, seconded by Ms. Heckart to postpone until the next Senate
meeting Item 7, which concerns pages 48 and 49, Section 3.09 A(4). Voted on and passed with
a unanimous voice vote and one abstention.

MOTION NO. 1403: The Code Committee moved adoption of their recommendation that the follow­
ing change be made on page 55 of the Code:

Item 8
Section 3.51. Tenure--Procedure for Granting.

A. At the time tenure decisions are to be considered (normally in fall quarter) each
dean ... (No further change)

Reason: We think that tenure decisions should be made during fall quarter, since such tim­
ing will allow a faculty member more time to search for a job to replace the one
he is losing.

Motion No. 1403 was voted on and defeated with a majority nay vote, and with Mr. Brooks
abstaining.

MOTION NO. 1404: The Code Committee moved adoption of President Brooks' recommendation on
page 55 of the Code:

Item 8
Section 3.51. Tenure--Procedure for Granting.

A. At the time tenure decisions are to be considered (normally in spring quarter)
each dean or unit director shall submit his tenure recommendations to the Vice
President for Academic Affairs. Such recommendations shall be based on written
data from a combination of sources as follows:

Reason: Tenure decisions may be hurried if they are made earlier in the year. This clarifies
the matter.

Motion No. 1404 was voted on and carried by a majority voice vote and with two abstentions.

MOTION NO. 1405: The Code Committee moved adoption of their recommendation that the follow­
ing change be made on pages 63 and 64 of the Code:

Item 12
Section 3.78 B. Reduction in Force Policy.

B. Reduction-in-force is a most important and serious matter for the college. Above
all, it must provide maximum protection to programs, students and faculty. Reten­
tion of viable essential academic programs must come first be the first priority.
In times of declining enrollments, if weak or underenrolled or non-essential
programs are maintained at the expense of essential, strong or potentially strong
or fully-enrolled programs, the enrollment decline will continue with the result
that more student and faculty positions will be lost.

Reason: Clarity of intent.

Motion No. 1405 was voted on and passed with a unanimous voice vote and one abstention.

MOTION NO. 1406: The Code Committee moved adoption of their recommendation that the follow­
ing change be made on pages 64 and 65 of the Code:
Item 13
Section 3.78 Reduction in Force Policy

Line two change "imput" to "input".

Motion No. 1406 was voted on and passed with a unanimous voice vote and one abstention.

MOTION NO. 1407: The Code Committee recommended not passing President Brooks' recommenda-
tion on page 64-65 of the Code.

Item 14.
Section 3.78 E. RIF. The "one to ten" question.

Not recommended.

Reason: The Senate is on record as opposed to leaving any teacher in a situation where he
has neither "grievance" nor "due process." The Code Committee is working on a
substitute proposal which they hope will satisfy both parties.

MOTION NO. 1408: Mr. McQuarrie moved, seconded by Ms. Heckart, to postpone Item 14 for two
weeks. Voted on and passed with a unanimous voice vote and one abstention.

MOTION NO. 1409: The Code Committee moved adoption of their recommendation that the following
change be made on page 65 of the Code:

Item 15
Section 3.78 E(i) Paragraph four, last sentence.

The President of the college shall approve review the final plan as submitted by the
Vice President for Academic Affairs and deliver copies submit copies to the Board of
Trustees with his recommendations.

Reason for change: As stated, the sentence seems to require the President to approve a
final plan regardless of what it may contain.

Motion No. 1409 was voted on and passed with a unanimous voice vote and one abstention.

MOTION NO. 1410: The Code Committee moved adoption of their recommendation that the follow-
ing change be made on page 67 of the Code:

Item 16
Section 3.78 f(4) b(ii).

addition:

Service at Central Washington State College shall be measured from the first day of
classes as a faculty member, which period shall include professional leaves and those
leaves of absence spent in academic pursuits (other than working on advanced degrees)
appropriate to the faculty member's assignment or discipline as approved by his school
dean, the Vice President for Academic Affairs, the President, and the Board of
Trustees. Credit towards seniority shall not count towards probationary time or tenure
for a non-tenured faculty member (see Section 2.12 Leave of Absence Without Pay, Part C
and Section 3.48: Acquisition of tenure.)

Reason for addition: Clarification concerning application of leaves to acquisition of
tenure.

Motion No. 1410 was voted on and passed with a majority voice vote and one abstention.

Mr. Brooks said there were some errors that needed to be corrected. Credit towards seniority
shall not count should be changed to "may" not count; (see Section 2.12) should say "(see
Section 2.123(c))"; "Part C and" should be deleted; Section 3.48: add A 2 and A 3.

MOTION NO. 1411: Mr. McQuarrie moved, seconded by Ms. Heckart, to reconsider the item,
making note of the changes. Voted on and passed with a unanimous voice vote.

Motion No. 1410, with the changes made, was voted on and passed with a unanimous voice vote.
MOTION NO. 1412: The Code Committee recommended to postpone until the next meeting Item 17 regarding Section 3.78 II(5) on page 68 of the Code.

Rationale: It touches the summer salary and the Committee would prefer to deal with all those matters after adopting a summer salary plan.

Motion No. 1412 was voted on and passed with a unanimous voice vote.

MOTION NO. 1413: The Code Committee moved adoption of their recommendation that the following new section be added:

Item 18
Section 3.86. Formal Hearing Procedures--General

Procedures for formal hearings on all grievances except dismissal of faculty members for cause shall follow these provisions in this code, with exceptions noted:

Section 3.87 except (2), with the additional exception that the Board of Trustees may decide not to honor the request for a formal hearing, so notifying the faculty member. In such case the faculty member may then petition the Superior Court pursuant to RCW 28B.19.150.

Section 3.92 except (6) and (12)

Reason for change: The formal hearing procedures in the code are limited to hearings concerning dismissal of faculty members for cause. The above addition allows formal hearings to be held on all grievances, but does not require that all requests be honored. Hearings on dismissal for cause are mandatory, if requested by the faculty member.

Motion No. 1413 was voted on and passed with a unanimous voice vote and one abstention.

MOTION NO. 1414: The Code Committee moved adoption of their recommendation that the following change be made on page 73 of the Code:

Item 19
Section 3.92. Add to title--Formal Hearing Procedures--Dismissal of Faculty Member for Cause.

Reason for change: Current title incomplete.

Motion No. 1414 was voted on and passed with a unanimous voice vote and one abstention.

ADJOURNMENT

The meeting adjourned at 5:00 p.m.
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AGENDA
FACULTY SENATE MEETING
3:10 p.m., Wednesday, February 4, 1976
Room 471, Psychology Building

I. ROLL CALL

II. CHANGES TO AGENDA

III. APPROVAL OF MINUTES of January 7, 1976

IV. COMMUNICATIONS
   A. Letter from Dan Adler
   B. Letter from Ed Harrington and enclosures

V. Curriculum Proposals
   A. Undergraduate Proposals, pages 425 and 426

VI. REPORTS
   A. Chairperson
   B. Executive Committee
   C. Standing Committees
      1. Student Affairs
      2. Personnel
      3. Budget
      4. Curriculum
      5. Code

VII. OLD BUSINESS

VIII. NEW BUSINESS
   A. President's proposed Code changes

IX. ADJOURNMENT
Professor David C. Lygre
Chairman, Faculty Senate
Central Washington State College
Kilatesburg, Washington 98935

Dear Professor Lygre:

Since acknowledging receipt of your December 29 letter, I have had an opportunity to review the materials which you made available in connection with your request for a Committee T investigation at Central Washington State College. This review, and consultation with my colleagues, has led to the conclusion that the circumstances do not appear to warrant a Committee T investigation, at least at this time.

We recognize, of course, that the faculty has lost the rare privilege which it enjoyed of having a determining voice in the governance of the institution by virtue of the long-standing requirement that both Board and faculty approval were necessary to modify institutional regulations. It must be recognized, however (as indeed the County Court has done), that the Board of Trustees normally has both ultimate legal authority and responsibility. Thus, the essential question is whether the Association is in a position to intervene in an effort to reestablish the relationship which existed before the Board's unilateral adoption of the present code. Since we cannot refute the Board's ultimate responsibility, there would appear to be little likelihood of influencing the Board by investigating the conditions which led to a reassertion of its authority.

Despite this line of reasoning, if it became apparent that the Board, having provided its own version of governing regulations, were to impose seriously restrictive or academically indefensible rules, we would, at that point, wish to protect the faculty from such intrusiveness—possibly by an investigation. However, in reviewing the differences between the administration's draft #6, and the Faculty Senate's alternative
recommendations, we find few issues upon which the two versions differ significantly enough to constitute sources of immediate concern in the matter of faculty governance. By and large, they seem to reflect differing opinions or differing emphases on a number of lesser issues, with the major controversial one being the issue of "final authority." Since this issue has undoubtedly been resolved by the Court, it would be our suggestion that remaining differences now be presented individually to the Board for discussion and evaluation in as non-adversarial a manner as possible. I think it important to begin the process of rebuilding a cooperative, interdependent relationship with the Board, which the Association and Committee I have generally regarded as more significant than a power struggle to determine whether the faculty or the Board has the controlling voice.

I hope that you will recognize that the rationale for our decision in no way reflects a lack of concern for the position in which the faculty at Central Washington State College now finds itself. Be assured that we in the Washington office, and our colleagues in the Western Regional office, stand ready to be of assistance to you whenever that may be needed.

Sincerely yours,

[Signature]

Dan L. Adler
Associate Secretary

DIA:gn

cc: Professor Charles L. McCahee
January 30, 1976

Mr. David G. Lygre, Chairman
Faculty Senate
Central Washington State College
Ellensburg, Washington 98926

Dear Mr. Lygre:

Thank you for your recent letter concerning the upcoming appointments to the Board of Trustees at Central Washington State College. I appreciate your writing to indicate your concern and that of the faculty that persons named to the Board be sympathetic to the concerns of the faculty, as well as having experience with day-to-day needs in situations encountered at an institution of higher learning.

I would welcome recommendations from you and your group for potential candidates for the positions. I do not feel that a meeting at this time would be productive of your time, necessitating a trip across the state. Perhaps when we are closer to the appointment, we can be in touch again.

Thank you for writing.

Sincerely,

Daniel J. Evans
Governor

DJE:dg
Environmental Research Center

Minutes of CFR. Salary Task Force: January 27, 1976

Attended by: John Hutchinson (Chairman) and Bill Iulo, Washington State University; Fred Levy, University of Washington; Bob Teshera and Marvin Olmstead, Western Washington State College; David Powell, The Evergreen State College; Moose Mack, Central Washington State College; and Ted Gibbons, Eastern Washington State College.

The following resolution was passed.

The CFR Salary Task Force commends the CWSC Senate for its leadership in adopting a continuing salary schedule which generally conforms to the CFR salary schedule guidelines relating to:

1. the use of index points for its basic structure,
2. a salary range with normal ceilings 2½ times the entry level,
3. the use of incremental steps as recognition of professional growth,
4. the elimination of the use of incremental steps as adjustments for inflation,
5. provision for reward of academic merit,
6. provision for overlap between ranks.

The CFR Salary Task Force does, however, express reservations over CWSC's use of fractional increments in the schedule and urges Central to reexamine its position relative to fractional increments.

This resolution was designed to reiterate the adherence of the CFR Task Force to the principles of the previously adopted guidelines for a salary structure. The CFR Task Force also urges the ICAO to develop what they consider to be a salary schedule for all the state colleges similar to that of CWSC, to take effect in 1976-77. The ICAO is also urged to develop an appropriate salary schedule for U of W and WSU to take effect at the same time. When this is done the Salary Task Force would like to cooperate with the academic officers in discussing these salary schedules.

The task force also discussed the merits of contracting with an outside consultant to report on the salary levels of Washington colleges and universities compared to the salary levels of similar schools in other states.
To: Council of Presidents
From: Robert L. Carr, Director
Subject: 1975-76 Academic Salary Survey

Attached is a copy of our annual Seven State Academic Salary Survey for 1975-76. One problem faced in completing this year's survey was the nonavailability of information for colleges in the states of Michigan and Minnesota. In both states negotiations for 1975-76 salaries are still in progress with faculty unions. The percentage increases utilized in the survey are estimates based upon conversations with individuals in the state's administrative offices.

As you recall, AAUP data was also requested from the participating institutions this year. This information is available from our office upon request.

DAS: sms
Attachment
### FINAL

#### SEVEN STATE SURVEY FOR FOUR YEAR COLLEGES

#### ACADEMIC SALARIES 1975-76

<table>
<thead>
<tr>
<th>INSTITUTIONS</th>
<th>PROFESSOR</th>
<th>ASSOCIATE PROFESSOR</th>
<th>ASSISTANT PROFESSOR</th>
<th>INSTRUCTOR</th>
<th>NUMBER</th>
<th>INSTITUTION TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>California</td>
<td>95</td>
<td>12,604</td>
<td>1,197,380</td>
<td>1,289</td>
<td>16,731</td>
<td>18,988,259</td>
</tr>
<tr>
<td>Illinois</td>
<td>185</td>
<td>10,927</td>
<td>2,021,594</td>
<td>796</td>
<td>14,313</td>
<td>11,392,771</td>
</tr>
<tr>
<td>Indiana</td>
<td>126</td>
<td>10,744</td>
<td>1,353,708</td>
<td>443</td>
<td>14,430</td>
<td>6,392,319</td>
</tr>
<tr>
<td>Michigan</td>
<td>77</td>
<td>11,067</td>
<td>852,159</td>
<td>265</td>
<td>14,153</td>
<td>3,750,565</td>
</tr>
<tr>
<td>Minnesota</td>
<td>167</td>
<td>12,942</td>
<td>2,161,314</td>
<td>341</td>
<td>15,251</td>
<td>5,200,591</td>
</tr>
<tr>
<td>Oregon</td>
<td>12</td>
<td>12,772</td>
<td>153,264</td>
<td>99</td>
<td>14,044</td>
<td>1,390,356</td>
</tr>
<tr>
<td>Wisconsin</td>
<td>77</td>
<td>11,598</td>
<td>881,648</td>
<td>137</td>
<td>15,212</td>
<td>1,967,019</td>
</tr>
<tr>
<td>TOTAL</td>
<td>738</td>
<td>11,681</td>
<td>8,520,867</td>
<td>3,370</td>
<td>16,558</td>
<td>40,061,860</td>
</tr>
</tbody>
</table>

### WASHINGTON

<table>
<thead>
<tr>
<th>INSTITUTIONS</th>
<th>NUMBER</th>
<th>AVERAGE</th>
<th>CROSS</th>
</tr>
</thead>
<tbody>
<tr>
<td>WSWS</td>
<td>2</td>
<td>11,290</td>
<td>22,596</td>
</tr>
</tbody>
</table>

### COMPUTATION OF ACADEMIC SALARY COMPARATIVE POSITION 1975-76

#### CENTRAL

<table>
<thead>
<tr>
<th>Number of FTE</th>
<th>Average Salary</th>
<th>Cross Product</th>
</tr>
</thead>
<tbody>
<tr>
<td>Professor</td>
<td>22,845</td>
<td>2,078,895</td>
</tr>
<tr>
<td>Associate Professor</td>
<td>17,730</td>
<td>2,818,520</td>
</tr>
<tr>
<td>Assistant Professor</td>
<td>16,658</td>
<td>1,208,314</td>
</tr>
<tr>
<td>Instructor</td>
<td>11,681</td>
<td>35,063</td>
</tr>
</tbody>
</table>

#### EASTERN

<table>
<thead>
<tr>
<th>Number of FTE</th>
<th>Average Salary</th>
<th>Cross Product</th>
</tr>
</thead>
<tbody>
<tr>
<td>Professor</td>
<td>22,845</td>
<td>2,512,950</td>
</tr>
<tr>
<td>Associate Professor</td>
<td>17,730</td>
<td>2,127,600</td>
</tr>
<tr>
<td>Assistant Professor</td>
<td>14,558</td>
<td>1,484,916</td>
</tr>
<tr>
<td>Instructor</td>
<td>11,681</td>
<td>33,362</td>
</tr>
</tbody>
</table>

#### EVERGREEN

<table>
<thead>
<tr>
<th>Number of FTE</th>
<th>Average Salary</th>
<th>Cross Product</th>
</tr>
</thead>
<tbody>
<tr>
<td>Professor</td>
<td>17,772</td>
<td>30,248,952</td>
</tr>
<tr>
<td>Associate Professor</td>
<td>17,772</td>
<td>2,168,980</td>
</tr>
<tr>
<td>Assistant Professor</td>
<td>17,772</td>
<td>1,901,850</td>
</tr>
<tr>
<td>Instructor</td>
<td>11,681</td>
<td>33,362</td>
</tr>
</tbody>
</table>

#### WESTERN

<table>
<thead>
<tr>
<th>Number of FTE</th>
<th>Average Salary</th>
<th>Cross Product</th>
</tr>
</thead>
<tbody>
<tr>
<td>Professor</td>
<td>22,845</td>
<td>2,398,725</td>
</tr>
<tr>
<td>Associate Professor</td>
<td>17,730</td>
<td>1,421,890</td>
</tr>
<tr>
<td>Assistant Professor</td>
<td>14,558</td>
<td>1,091,850</td>
</tr>
<tr>
<td>Instructor</td>
<td>11,681</td>
<td>33,362</td>
</tr>
</tbody>
</table>

#### Percentage of Increase Required to Equal 7 State Rate

- **California**: 5.12%
- **Illinois**: 10.67%
- **Indiana**: 0.72%
- **Michigan**: 13.3%

---

OCEP 1-13-76
### Seven State Survey for Four Year Universities

#### Academic Salaries 1975-76

<table>
<thead>
<tr>
<th>Institutions</th>
<th>Total</th>
<th>Number of FTE</th>
<th>Average</th>
<th>Cross Product</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>207</td>
<td>12,140</td>
<td>4,828,527</td>
<td>18,015</td>
</tr>
</tbody>
</table>

#### Computation of Academic Salary Comparative Position 1975-76

<table>
<thead>
<tr>
<th>University of Washington</th>
<th>Professor</th>
<th>Associate Professor</th>
<th>Assistant Professor</th>
<th>Instructor</th>
<th>Average at 7 State Rate</th>
<th>Actual Average</th>
<th>Percentage of Increase Required to Equal 7 State Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>490</td>
<td>367</td>
<td>297</td>
<td>10</td>
<td>1,184</td>
<td>19,067</td>
<td>7.9%</td>
</tr>
<tr>
<td>WASHINGTON</td>
<td>187</td>
<td>182</td>
<td>150</td>
<td>519</td>
<td>1,164</td>
<td>20,060</td>
<td>11.4%</td>
</tr>
</tbody>
</table>

---

Professor: 25,821
Associate Professor: 18,283
Assistant Professor: 15,034
Instructor: 12,214
Average at 7 State Rate: 20,060
Actual Average: 19,067
Percentage of Increase Required to Equal 7 State Rate: 7.9%
<table>
<thead>
<tr>
<th>Year</th>
<th>Institution</th>
<th>Professor</th>
<th>Associate Professor</th>
<th>Assistant Professor</th>
<th>Instructor</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1972/73</td>
<td>CWSC</td>
<td>68</td>
<td>21.2</td>
<td>84</td>
<td>24.1</td>
<td>-</td>
</tr>
<tr>
<td>1974/75</td>
<td>CWSC</td>
<td>69</td>
<td>22.7</td>
<td>94</td>
<td>27.4</td>
<td>-</td>
</tr>
<tr>
<td>1975/76</td>
<td>CWSC</td>
<td>85</td>
<td>28.7</td>
<td>104</td>
<td>30.2</td>
<td>-</td>
</tr>
<tr>
<td>1972/73</td>
<td>EWSC</td>
<td>127</td>
<td>39.7</td>
<td>123</td>
<td>35.3</td>
<td>-</td>
</tr>
<tr>
<td>1974/75</td>
<td>EWSC</td>
<td>120</td>
<td>39.5</td>
<td>118</td>
<td>34.4</td>
<td>-</td>
</tr>
<tr>
<td>1975/76</td>
<td>EWSC</td>
<td>88</td>
<td>29.7</td>
<td>116</td>
<td>33.6</td>
<td>-</td>
</tr>
<tr>
<td>1972/73</td>
<td>TESC</td>
<td>114</td>
<td>37.3</td>
<td>126</td>
<td>36.2</td>
<td>-</td>
</tr>
<tr>
<td>1974/75</td>
<td>TESC</td>
<td>119</td>
<td>39.5</td>
<td>118</td>
<td>34.4</td>
<td>-</td>
</tr>
<tr>
<td>1975/76</td>
<td>TESC</td>
<td>114</td>
<td>37.3</td>
<td>116</td>
<td>33.6</td>
<td>-</td>
</tr>
<tr>
<td>1972/73</td>
<td>UW</td>
<td>118</td>
<td>36.9</td>
<td>130</td>
<td>37.4</td>
<td>-</td>
</tr>
<tr>
<td>1974/75</td>
<td>UW</td>
<td>121</td>
<td>36.9</td>
<td>123</td>
<td>35.3</td>
<td>-</td>
</tr>
<tr>
<td>1975/76</td>
<td>UW</td>
<td>114</td>
<td>37.3</td>
<td>116</td>
<td>33.6</td>
<td>-</td>
</tr>
<tr>
<td>1972/73</td>
<td>WWSC</td>
<td>7</td>
<td>2.2</td>
<td>11</td>
<td>3.2</td>
<td>-</td>
</tr>
<tr>
<td>1974/75</td>
<td>WWSC</td>
<td>1</td>
<td>-</td>
<td>7</td>
<td>2.0</td>
<td>-</td>
</tr>
<tr>
<td>1975/76</td>
<td>WWSC</td>
<td>4</td>
<td>1.6</td>
<td>5</td>
<td>1.4</td>
<td>-</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Year</th>
<th>Institution</th>
<th>Professor</th>
<th>Associate Professor</th>
<th>Assistant Professor</th>
<th>Instructor</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1972/73</td>
<td>CWSC</td>
<td>+23</td>
<td>+9.0</td>
<td>+26</td>
<td>+8.8</td>
<td>-</td>
</tr>
<tr>
<td>1974/75</td>
<td>CWSC</td>
<td>-3</td>
<td>+1.5</td>
<td>-3</td>
<td>+4.4</td>
<td>-</td>
</tr>
<tr>
<td>1975/76</td>
<td>CWSC</td>
<td>-4</td>
<td>-1.2</td>
<td>-9</td>
<td>-2.3</td>
<td>-</td>
</tr>
<tr>
<td>1972/73</td>
<td>EWSC</td>
<td>-3</td>
<td>+1.5</td>
<td>-3</td>
<td>+4.4</td>
<td>-</td>
</tr>
<tr>
<td>1974/75</td>
<td>EWSC</td>
<td>-4</td>
<td>-1.2</td>
<td>-9</td>
<td>-2.3</td>
<td>-</td>
</tr>
<tr>
<td>1975/76</td>
<td>EWSC</td>
<td>-4</td>
<td>-1.2</td>
<td>-9</td>
<td>-2.3</td>
<td>-</td>
</tr>
<tr>
<td>1972/73</td>
<td>TESC</td>
<td>-19</td>
<td>-7.1</td>
<td>-22</td>
<td>-7.7</td>
<td>-</td>
</tr>
<tr>
<td>1974/75</td>
<td>TESC</td>
<td>-19</td>
<td>-7.1</td>
<td>-22</td>
<td>-7.7</td>
<td>-</td>
</tr>
<tr>
<td>1975/76</td>
<td>TESC</td>
<td>-19</td>
<td>-7.1</td>
<td>-22</td>
<td>-7.7</td>
<td>-</td>
</tr>
</tbody>
</table>

OSU - 1/7/76
Mr. Patrick M. Callan  
Executive Coordinator  
Council for Postsecondary Education  
908 East Fifth Street  
Olympia, Washington 98504  

Dear Mr. Callan:

Please include this letter and the enclosed memorandum in the final CPE report on faculty salaries.

The memorandum shows that Central applied a 12.01 per cent salary increase to its existing salary base. The increase was given in two phases in order to meet a penalty of $168,000 that was assessed against the college. Representatives of the OPPFM and the Senate Ways and Means Committee agreed with the calculations.

The CPE report assumes that nothing should have happened during two years to change average salaries except a 12% increase. The memorandum will show that for a relatively small faculty such as ours, many things can change the average over a short period of time, even without salary increases.

Sincerely,

James E. Brooks  
President

cc: Board of Trustees
TO: Dr. James E. Brooks, President  
FROM: Mr. Kent Martin, Controller  
Dr. John Purcell, Director of Institutional Studies  

February 2, 1976

You asked us to examine the above referenced report and to respond to the question of whether GWSC has violated Legislative intent in the matter of salary increases during the period from fall, 1973-74, to the present. Specifically, the question is whether we increased salaries by 19.59% during this period even though the Legislature only authorized a 12% increase.

The Council report does provide much useful information comparing average salaries in Washington Colleges and Universities with colleges and universities in the seven comparison states and nationally. The authors have also included materials illustrating the erosion of salary dollar buying power in the face of inflation. Ordinarily we would expect such a report to be of assistance to us in presenting information to the Legislature. We are fearful, however, that the positive aspects have been lost as a result of the information in TABLE I which suggests that some of the institutions violated legislative intent by raising salaries more than they should have. This comparison of average salaries over time is misleading for it is not accompanied by a thorough explanation of the various factors influencing the averages.

A significant part of the increase in average salary at this institution was the result of factors having nothing to do with incremental or general salary increases. Unfortunately, we were not asked to provide any information or explanations to the Council staff prior to the publishing of their report. Perhaps the authors were under a severe time constraint and did not have time for a detailed analysis. If this is true they should have said so in the report instead of implying on page 4 that Legislative intent was not being followed or that possibly "different interpretations of legislative intent exist." As professionals, the authors are surely aware of the ways in which averages can be influenced by extraneous factors and the dangers in using averages without explanation or qualification. By being less than thorough and by implying violations of legislative intent, they have focused attention away from what was apparently intended to be the main thrust of the report.

We wonder if the groundwork is not being laid in this report for a later recommendation that the Legislature consider differential salary allocations to the institutions. Should the recommendation be made that future salary increases be appropriated on the basis of average salary differential through time, it is essential that everyone understand the methodology that has been used in developing this report. Again, we believe it is never appropriate to compare averages over time unless all factors influencing the averages are
isolated and the effects of the extraneous factors are controlled or eliminated to produce comparable data. Influences which are not relevant to the consideration of salary adjustment must not be allowed to distort the picture.

To explain the reported 19.9% increase in average salaries between 1973-74 and the present it is not only important to identify the factors influencing the average but also to consider the sequence and timing of events. We present dollar amounts rather than percentages in the explanation for clarity and ease of understanding. The sequence of events and their impact in terms of dollars is as follows:

<table>
<thead>
<tr>
<th>Amount</th>
<th>Date</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. $14,592</td>
<td>Fall 1973</td>
<td>Average salary for CWSC reported in Seven State Survey, Fall, 1973. This is the base used by the staff of the Council for Postsecondary Education.</td>
</tr>
<tr>
<td>2. $241</td>
<td>Fall 1974</td>
<td>This is the dollar amount the average salary increased due to converting 12 month positions to 9 month positions. Department chairmen and a few other positions that were 12 month positions were not included in the 1973-74 base figure because the Seven State Survey includes only positions on 9 month appointments. To reduce our budgets, in 1974-75 these positions were converted to 9 month appointments and consequently they do appear in the 1975-76 Seven State Survey. Since these people were all relatively high on the salary schedule, the average went up $241 by including them. We had to make this conversion in order to help provide funds for faculty salary increases according to the reprioritization plan put into effect during this biennium (1973-75).</td>
</tr>
<tr>
<td>3. $34</td>
<td>Fall 1974</td>
<td>This is the dollar amount the average salary increased due to promotions in rank for the 1974-75 academic year. This includes the salary adjustments given to those promoted to place them at the proper step on the salary scale for their new rank.</td>
</tr>
</tbody>
</table>
| 4. $561  | Fall 1974 | This is the dollar amount the average was increased in Fall, 1974. The Legislature had appropriated 3 1/2% for salaries and authorized an additional increase for salaries provided the funds were made available through reprioritization of existing institutional budgets. The amount of money authorized through reprioritization was $850,876 for CWSC. Others apparently applied all the money to salaries at the beginning of the biennium and such increases are included in their 1973-74 base year figure reported on the Seven State Survey and used for purposes of the Council report. For several reasons, we deferred a small part of the increase until 1974-75. We also used an additional $168,000 of local funds which the Legislature later held to be in excess...
of the total amount authorized. We were subsequently penalized the full $168,000, as outlined below.

5. $ 117 Since Fall 1973

This is the dollar amount our average salaries increased due to turnover and attrition in the faculty. As enrollments declined and the number of faculty positions were reduced, by this and a cut in the staffing formula, the faculty mix changed. Except for a few retirements and resignations the positions eliminated tended to be those filled by junior faculty without tenure. Since their salaries were below the institutional average, removing them from the count raised the average salary of those left, although no actual raises were involved.

(add)

6. $15,545

This is the new base that was established by making the above adjustments.

7. $ 1,039 March 1975

This is the dollar amount our average salary increased due to a 6.7% increase. The Legislature authorized a 12% increase but CWSC was allowed to increase only 6.7%. The remainder of the 12% increase was deferred until the $168,000 penalty mentioned in item 4 above was fully recovered.

8. $ 828 July 1, 1975

This is the dollar amount our average increased due to a 5.0% additional salary increase. When we had "repaid" the $168,000 we were permitted to join the other institutions at the full 12% authorized by the Legislature. This full 12% (6.7% + 5.0%) amounted to $1,867 or 12.01% of our base.

Mr. Thomas A. Mahar, Assistant Director, Fiscal Management, OPPFM; Mr. Lyle Jacobsen, Senior Research Analyst, Senate Ways and Means Committee and Mr. Courtney Jones, CWSC's Vice President for Business and Financial Affairs, met in Mr. Mahar's office on May 1, 1975, and agreed on this calculation. They agreed that the $168,000 penalty assessed against Central in the March 1, 1975, allotment for salary increases would be fully repaid as of June 30, 1975.

9. $ 20 Fall 1975

The dollar amount the average increased due to promotions for 1975-76. As in item 3, this includes salary adjustments given to those promoted to place them at the proper step on the salary schedule for their rank.

10. $ 19 Fall 1975

The dollar amount the average increased due to adjustments for terminal degrees. According to our Faculty Code, when a faculty member is employed
with less than a terminal degree (doctorate) in his discipline that faculty member is paid less than if the terminal degree had been completed. He is given a deadline by which to complete the degree. When the degree has been completed a one step salary adjustment is made to place the person on the appropriate step on the salary scale.

11. $17,451

The average salary reported on the Seven State Salary Survey for 1975-76.

Obviously, the staff of the Council for Postsecondary Education simply took our fall, 1973, base ($14,592 - see #1 above) and compared it with our 1975-76 reported salary for nine month positions ($17,451 - see #11 above), ignoring the other factors listed above between numbers 1 and 11.

We hope this explanation will be of use to you in explaining our current salaries to others. As you requested, we tried to present the information in such a way that the reader need not be a statistician to understand what happened.
POSITION OF THE CENTRAL WASHINGTON STATE COLLEGE
ADMINISTRATION ON THE TUITION AND FEE INCREASE
PROPOSED BY GOVERNOR EVANS AND THE OPPFM

1. The changes made since 1969-70 should be remembered:

<table>
<thead>
<tr>
<th></th>
<th>1969-70</th>
<th>1975-76</th>
<th>Increase</th>
<th>% Increase</th>
</tr>
</thead>
<tbody>
<tr>
<td>State Colleges</td>
<td>264</td>
<td>507</td>
<td>243</td>
<td>92.1%</td>
</tr>
<tr>
<td>State Universities</td>
<td>399</td>
<td>564</td>
<td>165</td>
<td>41.4%</td>
</tr>
<tr>
<td>Community Colleges</td>
<td>210</td>
<td>249</td>
<td>39</td>
<td>18.6%</td>
</tr>
</tbody>
</table>

(See attached chart)

2. Governor Evans recognizes the 92.1% increase made in state college tuition and fees since 1969-70 and attempts to improve the relative positioning of the institutions. State college tuition and fee totals should fall between those of the state universities and community colleges, as they did in 1969-70. The Governor's proposal results in the following:

<table>
<thead>
<tr>
<th></th>
<th>Current $</th>
<th>Proposed $</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Colleges</td>
<td>249</td>
<td>330</td>
</tr>
<tr>
<td>State Colleges</td>
<td>507</td>
<td>564</td>
</tr>
<tr>
<td>State Universities</td>
<td>564</td>
<td>684</td>
</tr>
</tbody>
</table>

(49.1% of state college fees) (58.5% of state college fees) (89.9% of state university fees) (82.4% of state university fees)

3. The proposed dollar totals are not unreasonable when compared to charges made to students in other states at comparable kinds of institutions. For example:

<table>
<thead>
<tr>
<th>State Colleges, Resident Undergraduate</th>
<th>Proposed</th>
<th>National Average, 1975-76*</th>
</tr>
</thead>
<tbody>
<tr>
<td>564</td>
<td>534</td>
<td></td>
</tr>
</tbody>
</table>

*Source: American Association of State Colleges and Universities

4. Given the above and the financial problems facing the state and these institutions, the Governor's proposal is reasonable and should be accepted in total.
STATE OF WASHINGTON
RELATIVE TUITION CHARGES BY YEAR
USING STATE COLLEGE TUITIONS AS 100%
(Resident Students Only)

CWSC Ave. Annual
FTE Students
Lower Division 3551 3775 3539 2940 2624 2623 (EST.)
Upper Division 3297 3553 3486 3288 3197 3217 (EST.)
Graduate 170 207 175 181 278 320 (EST.)
TOTAL 6927 7535 7200 6419 6099 6160 (EST.)

CWSC Ave. Annual
Headcount
Students 6919 7364 7073 6449 6540 7055 (EST.)

CWSC
Baccalaureate
Degrees
Conferred 1615 1927 2018 1737 1673 1654 (EST.)

INCREASE
1969-75
$  %

$564 STATE 111% UNIVERSITIES $165 41.4%
$507 STATE COLLEGES $243 92.1%
$249 COMMUNITY 49% COLLEGES $39 18.6%
January 13, 1976

Dr. David O. Lygre
Chairman, Faculty Senate
Central Washington State College
Chowchilla

Dear Dr. Lygre:

Attached are three reports from the School of Social and
Behavioral Sciences that should be of interest to the Faculty
Senate. Please share them with such committees or individuals
as you see fit.

Sincerely,

Edward J. Harrington
Vice President for Academic Affairs

cc: Mr. Williams

enclosures - 3
Dr. Burton J. Williams, Dean
School of Social & Behavioral Sciences
Campus
CWSC

Dear Burt: Re: Chairs

Our committee has met three times and we have tentatively concluded that:

1. The "chairs" idea is good for the long run, but its success will depend upon the availability of one or more large donors or many small donors. Rod Lalley of the Alumni Office and Larry Danton of the CWSC Foundation are completely supportive but have limited means for launching a major gift-giving drive.

2. A school sponsored "Outstanding Lecturer" series would be a more productive short-run alternative which could lead toward "chairs" in the future. Lecturers might consist of both:
   a. The big name star, e.g., Milton Friedman, and
   b. An outstanding CWSC Professor to be honored, dined, and heard at a faculty-student-alumni banquet.

3. Possible sources for funding would be
   a. S.G.A.
   b. Alumni
   c. Foundation
   d. Admission charges
   e. Sale of published lectures

4. Seed money would be needed.

5. Honorarium grants would be made both to outside and in-house lecturers.

6. Such a program should be school-sponsored, but college-wide for support and attendance.
Most of the suggestions for improving faculty morale appeared to be related to one of five areas: Academic, faculty autonomy, legislative problems, social interaction, and salaries.

I. Academic Factors

A. There should be greater opportunity for faculty development. When possible teaching hours and number of preparations per year should be reduced. There should be feedback on committee work or reports. For example, how was the SSBS survey received by the administration? Seminars for faculty and students, similar to those in the philosophy and sociology departments should be encouraged. Faculty should be allowed to audit courses from colleagues at no cost.

B. We need to increase our promotion of the value of education for personal development. Currently we are suffering from the "public school" image. Active communication of emphasis on education for its own sake would reduce our "factory" look.

C. Competition among departments for enrollment should be minimized. The proliferation of 298, 398, and 498 courses should be stopped.

D. Faculty work better with personalized feedback such as the personal letter instead of the memo. In addition to merit pay there ought to be some personal feedback for outstanding teaching and committee work.

E. Administrators ought to take it upon themselves to find out about what faculty do. It would be best if they did so in a direct personal way.

F. Promote and reward faculty support for the student advising system.

G. Improve student recruitment. The present system is not effective.

H. Return scan to faculty and eliminate telephone sharing. Too much time is spent relaying telephone messages.

II. Autonomy

Restrictions on faculty autonomy, identity, and sense of personal and professional responsibility interfere with the mission of this college and of the faculty. Faculty ought not be valued on the basis of their class enrollments.

III. Legislative Problems

A. It would be helpful if legislators could be informed about what faculty do in order to increase faculty credibility. The administration often appear to yield to almost every legislative pressure.
REPORT TO THE DEAN OF SOCIAL AND BEHAVIORAL SCIENCES

Honors College Discussion Group

Hazel Dunnington
David Kaufman
Zoltan Kramar
Lawrence Lowther
Elwyn Odell

G.Z. Refai
John Ressler
Don Shupe
Max Zwanziger
Warren Street, recorder

The Goals and Purposes of an Honors College

This report is intended to be a working paper which gives policies and procedures for the establishment of an Honors College subsidiary of Central Washington State College. In devising our plan, we have been mindful of a few broad goals appropriate to such a college. The most obvious of these goals is that the college must foster conditions favorable to the pursuit of academic excellence. The selection of students, faculty, and physical setting were all influenced by this consideration. Second, we hope that students attending an Honors College can feel proud of their work and feel that others approve of what they are doing. Some of our recommendations are thus intended to establish "esprit de corps" at the Honors College. Third, we felt that care must be taken to establish and preserve the legitimacy of our Honors College. We recognize that many students and employers rely upon the reputation of a college and that ours should be as respectable and reliable as possible. Finally, we looked to the policies of private, selective colleges as models for our Honors College. This means that we have chosen a curriculum of fundamental subjects in the Arts and Sciences that promote personal intellectual growth instead of specialized occupational training.

Admission Requirements

If our Honors College is to succeed, it must have an exceptionally talented student body. We would expect the student body to be very small, especially at the beginning. Thirty students at each class level might be a reasonable number. All candidates for admission should submit their scores on the Washington Pre-College Test or, if they are out of state students, on either the Scholastic Aptitude Test or the American College Test. The Honors College should consider applicants from the top ten percent of those taking the Washington Pre-College test, or its SAT or ACT equivalent, with the hope that we can fill out each class from the top five percent. Candidates for admission as freshmen should have high school backgrounds typical of a "college prep" course of study. The University of Washington, for example, requires three years of high school English, two years of foreign language, two years of mathematics, two years of social science, one year of laboratory science, and three additional years elected from these subjects. These seem to be acceptable minimum standards, but we may wish to strengthen the English, mathematics and laboratory science requirements. A high school grade point average of 3.0 in these required courses should be well within the talents of students we would wish to consider.

Transfer students should be required to have the same high school course background as freshmen, or their college equivalents, and comparable achievement test scores. In addition, transfer students should have completed college course work equivalent to their level on the Honors College curriculum and should submit testimony from college instructors regarding their academic abilities. The nature of the Honors College curriculum makes it inadvisable to accept senior class transfer students.
sizes, high faculty expectations and participation, and a standard of excellence among the students will be the distinguishing characteristics of the Honors College curriculum.

Faculty Staffing

We propose that existing C.W.S.C. faculty be recruited for service with the Honors College. To minimize funding problems, we propose that a small core of full time faculty coordinate the efforts of a much larger number of voluntary part time faculty. The core committee will have responsibility for selecting faculty for honors courses, reviewing applications for admission from students, selecting course listings for the honors curriculum, and tending to the details of public relations and maintenance of the physical facilities of the college. Grant monies should be sought, to reduce our dependence on faculty goodwill. Each faculty member should be appointed to the Honors College for a limited, short amount of time, for example, three years. Selection of faculty should be based upon the faculty member's record of scholarly accomplishments and their interest in generalizing and extrapolating in their areas of competency. One way of choosing faculty may be to advertise the availability of teaching positions for certain parts of the curriculum, and ask for proposals from the faculty. A proposal would consist of a vita and course outline.

The need for faculty salaries will probably be the most expensive element of our funding problems, but it is not the only one. Publication costs, honoraria for guest speakers, publicity brochures, and special library and research costs must also be considered. We will need to make it clear that we are not requesting funds to set up a duplicate copy of C.W.S.C.

Physical Location

Ideally, all of the functions of the Honors College should take place in close proximity. Student housing, faculty offices, dining area, student offices, library, and other facilities should be as close together as possible, perhaps within one building or two adjacent buildings. We feel it is important to give the Honors College a special place of its own, encouraging friendship and identification among its students, and removing students from pressures for mediocrity and non-achievement which may be evident in the general student body. Further, such an arrangement would allow for close contact between student and faculty. A building with rooms arranged in suites, not long corridors, would be ideal. It has also been suggested that the Cispus environmental center may be used during freshman week and spring break for an Honors College retreat.

Requirements for Graduation

We would expect the academic record of the Honors College graduate to show superior performance. The decision to retain or dismiss a student from the Honors College shall be made each quarter on the basis of his record of course grades. Recognizing the reality of today's inflated grade system, we advise that a minimum 3.00 pga be maintained by Honors College students, with the understanding that this is equivalent to demonstrated mastery of 80 percent of the course material. Honors College courses should stress English language skills, and grades should partly reflect English proficiency. This method, we feel, is preferable to an English proficiency examination.

Before graduation, the senior Honors College student should be required to write a thesis and present it orally before the Honors College. The best of
Honors College  
Proposed Interdisciplinary Major

## Lower Division: General Distribution of Requirements

<table>
<thead>
<tr>
<th>Program</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>School of Humanities</td>
<td>49</td>
</tr>
<tr>
<td>School of Soc. and Behav. Sci</td>
<td>35</td>
</tr>
<tr>
<td>School of Natural Sciences</td>
<td>22</td>
</tr>
<tr>
<td>English 301</td>
<td>3</td>
</tr>
<tr>
<td>Health Education 100</td>
<td>3</td>
</tr>
<tr>
<td>Physical Education</td>
<td>3</td>
</tr>
<tr>
<td>Sophomore Interdisciplinary</td>
<td></td>
</tr>
<tr>
<td>Seminars in Humanities (Humanties I)</td>
<td>5</td>
</tr>
</tbody>
</table>

Total: 120

## Lower Division: Distribution of Courses Among Schools

<table>
<thead>
<tr>
<th>Humanities</th>
<th>Social Sciences</th>
</tr>
</thead>
<tbody>
<tr>
<td>English or American Literature 10</td>
<td>History 101, 102, 103</td>
</tr>
<tr>
<td>Art 100, or Music 100</td>
<td>20 credits from among the following</td>
</tr>
<tr>
<td>or Theater 107</td>
<td>Psychology 100 (5)</td>
</tr>
<tr>
<td>Foreign Language 30</td>
<td>Sociology 107 (5)</td>
</tr>
<tr>
<td>Philosophy 100</td>
<td>Political Science 100(5)</td>
</tr>
<tr>
<td></td>
<td>Anthropology 100 (5)</td>
</tr>
<tr>
<td></td>
<td>Communication 101 (4)</td>
</tr>
<tr>
<td></td>
<td>Economics 100 (5)</td>
</tr>
<tr>
<td></td>
<td>Ethnic Studies 101 (5)</td>
</tr>
<tr>
<td></td>
<td>Geography 100 (5)</td>
</tr>
</tbody>
</table>

Total: 35

## Natural Sciences

<table>
<thead>
<tr>
<th>Biology 111 (plant) or</th>
</tr>
</thead>
<tbody>
<tr>
<td>Biology 112 (animal)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Chemistry 111 or</th>
</tr>
</thead>
<tbody>
<tr>
<td>Geology 145, 146</td>
</tr>
<tr>
<td>Mathematics 100</td>
</tr>
<tr>
<td>Physics 101.1-5 (3 out of 5)</td>
</tr>
<tr>
<td>Motion; light; Electricity; Heat</td>
</tr>
<tr>
<td>Radioactivity 9</td>
</tr>
</tbody>
</table>

Total: 22

## Upper Division Requirements:

**Upper Division Regular Courses**

1. 28 hours distributed between two of the three Schools  
   (Humanities; Social and Behavioral Sciences; Natural Sciences)
2. 10 hours minimum in either School

Total: 28

**Upper Division Interdisciplinary Seminars**

<table>
<thead>
<tr>
<th>One Interdisciplinary Seminar in Humanities: Humanties II</th>
<th>5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Two Interdisciplinary Seminars in Social and Behavioral Sciences</td>
<td>10</td>
</tr>
<tr>
<td>One Interdisciplinary Seminar in Natural Sciences</td>
<td>5</td>
</tr>
<tr>
<td>One Inter-school Interdisciplinary Seminar</td>
<td>6</td>
</tr>
<tr>
<td>One Pre-Professional Interdisciplinary (Interschool) Model</td>
<td>6</td>
</tr>
</tbody>
</table>

Total: 32
Dr. David G. Lygre  
Chairman, Faculty Senate  
CWSC, Campus

Dear Dr. Lygre:

Attached is a letter from Dr. Robert S. Miller and a list of recommendations from the Academic Standing Committee. I concur with Dr. Miller's request, but must add that, to be effective in the Fall of 1976, these recommendations should be reviewed and the appropriate catalog copy revised as necessary immediately.

Would the appropriate Faculty Senate Committee please consider the recommendations and expedite?

Your cooperation in this matter is appreciated.

Sincerely,

Edward J. Harrington  
Vice President for Academic Affairs

cc: Dr. Miller

attachments - 2
MEMORANDUM

TO: E. J. Harrington
FROM: R. S. Miller
DATE: December 5, 1975

Attached are recommendations of the Academic Standing Committee, based on its experience in hearing appeals from academic suspension.

It is the wish of the committee that these altered standards be processed through whatever channels are necessary so as to be effective at the beginning of fall quarter 1976.
The Academic Standing Committee, at its meeting of December 2, agreed upon the following changes:

1. A student who has been scholastically suspended and has been reinstated by the committee may return to good academic status if the student meets one of the following requirements:
   a. Achieves 18 consecutive credits or more earned over a number of quarters with a GPA of 2.0 or above and an accumulative GPA of 2.0 or above.
   b. Achieves 10 credits or more during one quarter with a GPA of 2.0 or above and an accumulative GPA of 2.0 or above.

2. A student who is on academic probation should be advised not to register for classes that are graded on an S/U basis. (These classes do not aid the student in returning to good standing.)

3. Freshmen students are placed on probation, if at the end of the second quarter at CWSC, the current quarter GPA or the accumulative GPA, or both, are below a 2.0.

4. Students who have received a bachelor's degree and are currently enrolled at this institution, working on a second B.A., or a second major, or 5th year certificate, or increasing personal knowledge, will fall under the jurisdiction of the Academic Standing Committee, and those standards as outlined on page 23 of the current catalog should also apply.

Paragraph 3 above would replace paragraph C.1. under Academic Standards on page 23 of the 1975-76 undergraduate catalog.
Minutes of CFR Salary Task Force: January 27, 1976

Attended by: John Hutchinson (Chairman) and Bill lulo, Washington State University; Fred Levy, University of Washington; Bob Teshera and Marvin Clinstead, Western Washington State College; David Powell, The Evergreen State College; Moose Mack, Central Washington State College; and Ted Gibbons, Eastern Washington State College.

The following resolution was passed.

The CFR Salary Task Force commends the CWSC Senate for its leadership in adopting a continuing salary schedule which generally conforms to the CFR salary schedule guidelines relating to:

1. the use of index points for its basic structure,
2. a salary range with normal ceilings 24 times the entry level,
3. the use of incremental steps as recognition of professional growth,
4. the elimination of the use of incremental steps as adjustments for inflation,
5. provision for reward of academic merit,
6. provision for overlap between ranks.

The CFR Salary Task Force does, however, express reservations over CWSC's use of fractional increments in the schedule and urges Central to reexamine its position relative to fractional increments.

This resolution was designed to reiterate the adherence of the CFR Task Force to the principles of the previously adopted guidelines for a salary structure. The CFR Task Force also urges the ICAO to develop what they consider to be a salary schedule for all the state colleges similar to that of CWSC, to take effect in 1976-77. The ICAO is also urged to develop an appropriate salary schedule for U of W and WSU to take effect at the same time. When this is done the Salary Task Force would like to cooperate with the academic officers in discussing these salary schedules.

The task force also discussed the merits of contracting with an outside consultant to report on the salary levels of Washington colleges and universities compared to the salary levels of similar schools in other states.
January 30, 1976

Mr. David C. Lygre, Chairman
Faculty Senate
Central Washington State College
Ellensburg, Washington 98926

Dear Mr. Lygre:

Thank you for your recent letter concerning the upcoming appointments to the Board of Trustees at Central Washington State College. I appreciate your writing to indicate your concern and that of the faculty that persons named to the Board be sympathetic to the concerns of the faculty, as well as having experience with day-to-day needs in situations encountered at an institution of higher learning.

I would welcome recommendations from you and your group for potential candidates for the positions. I do not feel that a meeting at this time would be productive of your time, necessitating a trip across the state. Perhaps when we are closer to the appointment, we can be in touch again.

Thank you for writing.

Sincerely,

Daniel J. Evans
Governor

DJE: dg
CODE COMMITTEE'S RECOMMENDATIONS
ON
PRESIDENT BROOKS' PROPOSED REVISIONS
OF THE FACULTY CODE

1. p.5, 1.01 A(2) Faculty--defined. The proposal spells out which "ranked administrators" are covered by the code.

Recommended.

2. p.9, 1.30 A(2)(d) Method of assigning at-large senators.

and

3. p.10, 1.45 A. Terms of Senators.

2 and 3 not recommended.

Reason: The Senate has showed by its vote that it prefers all Senators to have a full three-year term, so they may all have the opportunity to serve equally on committees. The Code Committee is working on a solution which will reflect that vote.


Recommended.

5. p.37, 2.70 A. Professional Leave--Eligibility.

The Code Committee recommends amending this proposal to leave out the words "after the leave and." The proposal would then read as follows:

Faculty members as defined in Section 1.01 who have been employed by the college for six (6) calendar years and have served eighteen (18) full time quarters during that time, and faculty members who have been employed by the college for six (6) calendar years and have served eighteen (18) full time quarters since their last professional leave, and who expect to serve at least three (3) additional academic years at the college before retirement, shall be eligible for professional leave.

Reason: The Code Committee cannot recommend approval of the insertion of the words "after the leave and" following the phrase "three (3) additional academic years at the college" because it does not understand which intent is being clarified with these words. Does the President desire to change the practice, stated in Section 2.75 A(8), whereby a faculty member shall serve one academic year at the college after returning from sabbatical leave?

6. p.39, 2.85. Application deadline for professional leave to be Nov. 1.

Recommended. The Professional Leave Committee needs the time.

2/3/76
7. p. 48-49. 3.09 A(4) Types of Appointments.

Recommended to delay action on this. The Code Committee has another summer salary proposal in hand, and would prefer to handle all related matters at the same time.


Not recommended. The Code Committee prefers a substitute motion:

A. At the time tenure decisions are to be considered (normally in fall quarter) each dean..... (No further change)

Reason: We think that tenure decisions should be made during fall quarter, since such timing will allow a faculty member more time to search for a job to replace the one he is losing.


Recommended. The Grievance Committee also requests this change.


Recommended. The Grievance Committee also requests this change.

11. Proposed Code Changes (President and Code Committee)
Section 3.58

C. The grievance procedure prescribed herein and in the following section 3.59 shall be the procedure followed by The Faculty Grievance Committee... (no further change)

Section 3.59 Procedures for Informal Reviews: General

A. A faculty member may apply to the Faculty Grievance Committee for an informal review by filing his grievance with the committee. A grievance shall be defined and conform to the statements contained in section 3.58 A and B (1).

The Faculty Grievance Committee shall follow this procedure:

1. In accord with Section 3.58 B., the Faculty Grievance Committee shall have the right to decide whether or not to conduct an informal review.

2. Should the Faculty Grievance Committee decide to conduct an informal review, the chairman of the committee shall notify the grievant or grievants not more than fourteen days from the date of the committee's receipt of the request for a review. The chairman of the committee shall set a date for the review, such date to allow not less than ten days notice to the grievant or grievants of the date, time and place of the review.

3. The Faculty Grievance Committee may rule at any time that it is unnecessary or impossible to continue the informal review.

4. The informal review shall be conducted as expeditiously and as continuously as possible and on successive days if possible.

5. The grievant and any other party the committee deems necessary for the review shall make himself or themselves available once the review begins unless he or they can verify to the Faculty Grievance Committee that his or their absence is absolutely necessary.

6. A member of the Faculty Grievance Committee shall remove himself from the case if he deems himself disqualified for bias or interest. Grievance Committee members who are members of the same department as the grievant or grievants shall not serve at the hearing. Each party shall have the privilege of one challenge without stated cause.

7. In informal reviews, the faculty member shall be permitted to have with him a Central Washington State College faculty member of his own choosing to act as advisor and counsel. The faculty member must be selected...
from those covered in Section 1.01 of this Code, provided that such faculty member is not a member of the Washington State Bar or any bar of the United States.

(8) Any legal opinion or interpretation given to the Faculty Grievance Committee shall be shared with all other parties to the case.

(9) Informal reviews will be closed to all except those personnel directly involved. All statements, testimony, and all other evidence given at the informal hearing shall be confidential and shall not be subject to disclosure or discovery and shall not be released to anyone including the parties involved. Such statements, testimony and evidence may not be used to question the veracity of any party to the case without permission of the person who divulged the information.

(10) The Faculty Grievance Committee shall file its recommendations with the President of the College or his designee, the Faculty Senate Chairman and the faculty member within five days after the conclusion of the informal review. There shall be no review before the Faculty Senate.

(11) Within five days of the receipt of the recommendations of the Faculty Grievance Committee, the President or his designee shall inform the faculty member, Faculty Grievance Committee and the Faculty Senate Chairman of his decision to approve or disapprove the recommendations. This action of the President or his designee shall constitute notice of the final decision in the informal review procedure.

(12) If the faculty member disagrees with the President or his designee, and/or the Faculty Grievance Committee, he may request a formal hearing on the matter by directing a request for such hearing to the chairman of the Board of Trustees within ten days after notice of the final decision concerning the informal hearing. Should a hearing not be granted an aggrieved party may then petition the Superior Court pursuant to RCW 28B.19.150.

(13) Failure to apply for a formal hearing within ten days after receipt of the notice from the President or his designee shall be construed as a decision on the part of the faculty member not to contest the results of the informal hearing.
Reason:

The informal hearing or review procedures in the Code are limited to hearings concerning dismissal of faculty members for cause. This proposed new section sets forth procedures for informal reviews of all grievances but does not require the Faculty Grievance Committee to honor all requests for such reviews.
   Recommended.

13. p. 64, 65, 3.78. RIF
   Recommended.

14. p. 64-65, 3.78 E. RIF. The "one to ten" question.
   Not recommended.
   Reason: The Senate is on record as opposed to leaving any teacher in a situation where he has neither "grievance" nor "due process." The Code Committee is working on a substitute proposal which we hope will satisfy both parties.

15. p. 65, 3.78 E(1) Paragraph four, last sentence.
   Recommended.

   Recommended.

17. p. 68, 3.78 E(5)
   Recommended to delay action on this. It touches the summer salary, and we would prefer to deal with all these matters after adopting a summer salary plan.

   Recommended.

19. p. 73, 3.92. Add to title--Formal Hearing Procedures--Dismissal of Faculty Member for Cause.
   Recommended.
ALLIED HEALTH SCIENCES
COURSE ADDITION

AHSC 445. Introduction to Environmental Health. 3 credits.
Prerequisite, 10 hours of biology and microbiology recommended. A
survey of methods used in controlling environmental factors affecting
human health. Includes water sanitation, food sanitation, waste
disposal, air pollution, vector control, and chemical and physical
hazards.

FOREIGN LANGUAGES
GERMAN
COURSE ADDITION

Germ. 431. German Classicism and Romanticism: Resignation and
Revolution. 3 credits. Prerequisite, at least two 300-level courses,
one of which must be a literature course, or departmental approval.
Course treats individual works and authors. May be offered in English
for non-majors and minors and may be repeated for credit.
BUSINESS EDUCATION AND ADMINISTRATIVE MANAGEMENT

COURSE ADDITION

Bus. Ed. 451. Office Supervisory Skills. 3 credits. Examines the role of the office supervisor, the responsibilities involved, and ways of developing and improving supervisory skills and techniques.

HOME ECONOMICS—FAMILY AND CONSUMER STUDIES

COURSE ADDITION

FN 347. Ethnic Foods. 3 credits. Influence of culture on food habits; unique ethnic menus and food patterns. Research, preparation, and presentation of characteristic dishes. $5.00 materials fee.
To: Faculty Senate Office  
Edison 102C

At a recent departmental meeting Mr. Dale Samuelson was elected as the Faculty Senate Representative for the Department of Aerospace Studies. Dr. G. Lee Fisher will remain alternate.

The reason for this change is the recent separation of Capt Thompson from the Air Force, at which time he left this detachment.

CHARLES D. GREENWOOD, Lt Col, USAF  
Commander, AFROTC Detachment 895
MEMORANDUM

TO: David Lygre, Chairman Faculty Senate
FROM: Allen Gulazian, Business Administration
RE: Election of Senate Alternate
DATE: February 3, 1976

Professor Jay Forsyth has been elected my alternate to the faculty senate replacing Wolfgang Franz.