MINUTES
of the
FACULTY SENATE
of
Clemson University
May, 1972 through April, 1973
# Table of Contents

- Faculty Senate Roster, 1972-73 as of September, 1972 ........................................ 1
- Standing Committees of the Faculty Senate .............................................................. 1
- Minutes of Regular Meeting, May 16, 1972 .............................................................. 2
- Minutes of Regular Meeting, June 13, 1972 ............................................................ 3
- Minutes of Regular Meeting, July 11, 1972 ............................................................. 7
- Minutes of Regular Meeting, August 22, 1972 ......................................................... 9
  Memo - Recommendation Concerning Priorities for Tickets to Intercollegiate Athletic Events .......................................................... 12
- Minutes of Regular Meeting, September 12, 1972 .................................................. 14
  Report of Ad Hoc Committee B on University Budget .............................................. 17
  Summary of Budget Recommendation .................................................................... 19
- Minutes of Called Meeting, September 19, 1972 ...................................................... 20
- Minutes of Regular Meeting, October 10, 1972 ....................................................... 21
- Minutes of Regular Meeting, November 14, 1972 ..................................................... 23
- Minutes of Regular Meeting, December 12, 1972 .................................................... 25
- Minutes of Regular Meeting, February 13, 1973 ...................................................... 28
- Minutes of Regular Meeting, March 13, 1973 .......................................................... 33
  Attachment A - Admissions & Scholarship Committee re Cheating ....................... 37
  Attachment B - Resolution re Faculty Evaluation ................................................. 38
  Attachment C - Recommendation Regarding Student Relations Committee ............ 40
  Rules & Procedures of Student Relations Committee ............................................. 41
  Attachment D - Resolution re Outside Speakers .................................................... 43
  Attachment E - Resolution re Student Parking ...................................................... 44
- Minutes of Called Meeting, March 27, 1973 ............................................................ 45
- Nominations for 1973-74 Officers ............................................................................ 46
- Minutes of Regular Meeting, April 10, 1973 .......................................................... 47
  Attachment A - Resolution Regarding Annual Leave ............................................. 50
  Attachment B - Amendment to Resolution re Annual Leave .................................. 51
  Attachment C - Resolution of Appreciation - Thomas M. Hunter Family ............. 52
  Attachment D - Resolution of Appreciation to Mrs. F. Marshall Jordan ................. 53
  Report of Faculty Senate Research Committee ....................................................... 54
- Faculty Senate Roster, 1973-74 ............................................................................. 61
## FACLITY SENATE ROSTER 1972 - 1973
(as of September, 1972)

<table>
<thead>
<tr>
<th>Academic Sciences (9)</th>
<th>Academic Unit</th>
<th>Campus Address</th>
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<tr>
<td>D. Camper</td>
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<td>128 Ag. Engr</td>
<td>3251</td>
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<tr>
<td>J. Skelton</td>
<td>Horticulture</td>
<td>169 P &amp; AS</td>
<td>3406</td>
<td>1973</td>
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<td>R. Hill</td>
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<td>301 Long</td>
<td>3111</td>
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<td>Home Economics</td>
<td>240 P &amp; AS</td>
<td>3268</td>
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<td>O. Hazell</td>
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<td>159 P &amp; AS</td>
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| Agriculture (1)       | Architecture | 115 Lee | 3081 | 1973 |

| Recreation (2)        | Agri. Educ. | 137 P & AS | 3300 | 1973 |
| E. West               | Ind. Educ. | 2003 Freeman | 3447 | 1974 |

| Engineering (5)       | En          | 314 Lowry | 3371 | 1973 |
| E. Castro             | ECE         | 501-4 Rhodes | 3276 | 1974 |
| R. Abernathy          | En          | 214 Lowry | 3371 | 1974 |
| R. Baud               | Chem. Engr. | 205 Earle | 3055 | 1974 |
| F. Backwith           | Civil Engr. | 302 Lowry | 3002 | 1975 |

| Test & Recreation Resources (1) | Forestry | 155 P & AS | 3303 | 1973 |

| Material Management & Textile Science (2) | Textiles | 308 Sirrine | 3498 | 1973 |
| D. Shannon            | Economics | 209A Sirrine | 3497 | 1974 |

| General Arts (7)      | Philosophy | 610 Strode | 3139 | 1973 |
| E. McCollough         | Pol. Sci. | 503 Strode | 3187 | 1973 |
| A. Rinkas             | History | 220 Hardin | 3133 | 1974 |
| F. Steiner, Jr.       | English | 401 Strode | 3155 | 1975 |
| L. Cross              | Languages | 513 Strode | 3132 | 1975 |
| P. Arnold             | English | 807 Strode | 3047 | 1975 |
| L. Recoufley          | English | 804 Strode | 3239 | 1975 |
| H. Holt               | English |              |      |      |

| Library (1)           | Cataloguing | Library | 3027 | 1974 |

| Science (1)           | Nursing | 713 Strode | 3075 | 1974 |

| Natural Mathematical & Biological Sciences (6) | Chemistry | 130 Brackett | 3220 | 1973 |
| D. Fanning             | Mathematics | 0-17 Martin | 3434 | 1974 |
| D. Fultes              | Physics | 103 Kinard | 3417 | 1974 |
| D. Sharrill            | Botany | 231 Long | 3432 | 1973 |
| R. Dillon              | Mathematics | 0-329 Martin | 3434 | 1974 |
| T. Holmes              | Mathematics | 0-113 Martin | 3434 | 1975 |

*Telephone Numbers are as of September, 1972.*
STANDING COMMITTEES OF THE FACULTY SENATE FOR 1972-73

Welfare Committee:
W. E. West, Chairman, Industrial Education
D. O. Ezell, Horticulture
W. Baron, Civil Engineering
Sophia Sullivan, Library
F. B. Brown, Chemistry
R. L. Cross, English
Veronica Carmack, Home Economics

Admissions and Scholarship Committee:
J. C. Fanning, Chairman, Chemistry
B. M. Cool, Forestry
W. E. Johnston, Experimental Statistics
J. A. Hash, Agricultural Education
W. F. Beckwith, Chemical Engineering
E. A. Vaughn, Textiles
A. L. Recoulley, English
P. T. Holmes, Mathematics

Policy Committee:
W. E. Castro, Chairman, Engineering Mechanics
T. E. Skelton, Entomology and Economic Zoology
A. H. Holt, English
Rose Godbout, Nursing
E. P. Arnold, Languages

Research Committee:
M. D. Sherrill, Chairman, Physics
N. D. Camper, Plant Pathology and Physiology
J. R. Hill, Animal Science
T. R. Adkins, Entomology and Economic Zoology
A. R. Abernathy, Environmental Systems Engineering
N. R. Bauld, Engineering Mechanics
W. F. Steirer, History
K. T. Wallenius, Mathematics

Advisory Committee:
E. B. Rogers, Chairman, Agricultural Engineering
B. J. Skelton, Horticulture
T. E. Skelton, Entomology and Economic Zoology
V. S. Hodges, Architecture
W. E. West, Industrial Education
W. E. Castro, Engineering Mechanics
B. M. Cool, Forestry
E. A. Vaughn, Textiles
W. F. Steirer, History
S. Sullivan, Library
R. A. Godbout, Nursing
J. C. Fanning, Chemistry
J. D. Fulton, Mathematics
Minutes of the Meeting of the Faculty Senate

May 16, 1972

The meeting was called to order at 4:15 p.m. by President Rogers. The minutes of the March meeting were approved as circulated. President Rogers reported that he had written a letter on behalf of the faculty to President Edwards asking that he express to Mrs. Byrnes the faculty's appreciation for Dr. Byrnes' contribution to Clemson University and feelings of sympathy for his death. He further announced that the revised Faculty Manual had been given to the printer on April 4, 1972, and should be available for general distribution no later than July 1, 1972. Faculty Senate members are encouraged to become familiar with the new manual.

President Rogers reported that he had recommended to President Edwards that Prof. W. F. Steirer, Jr., be appointed as the Faculty Senate representative on the Student Relations Committee. Prof. J. D. Fulton would automatically become chairman of this committee because of his election as Vice-President of the Faculty Senate.

Ad Hoc Committee A (Faculty Club) was reappointed by President Rogers. Committee members are V. D. Carmack, J. A. Hash, R. L. Cross, K. E. Carpenter, and R. D. Shannon, Chairman.

In regards to the recommendations of Ad Hoc Committee B on book ordering, President Rogers reported that for the coming academic year, he would serve as an observer for the Faculty Senate in an effort to determine if everyone was following the recommendations.

President Rogers informed the Senate that he had been asked about grievance procedures for non-tenured faculty members, and requested that all members of the Senate become familiar with these procedures in the new Faculty Manual.

There were no committee reports. Several items of new business were referred to the appropriate committee for their study and recommendations. These were tenure requirements (Policy and Welfare Committee), WF grades (Admissions and Scholarship), Admission to Candidacy for graduate degree regulations (Admissions and Scholarship) and Student Advisory and Counseling (Admissions and Scholarship).

The meeting was adjourned at 5:22 P.M.

Respectfully submitted,

B. J. Skelton

Absent from the meeting were: B. M. Cool, A. H. Holt, and E. A. Freeman.
The meeting was called to order at 4:20 p.m. by President Rogers. The minutes of the May meeting were approved as circulated. President Rogers recognized the summer substitutes for senators and welcomed them to the Senate. President Rogers discussed the recent reorganization of the Clemson Alumni Association and the Clemson University Foundation. In response to questions, he also informed the Senate that the selection of Alumni Professors was made by the University Administration, and not by the Alumni Association. The general feeling of the Senators was that there should be faculty input into this selection.

In regards to book ordering, President Rogers reported that all book orders for the fall semester were in on time. He further stated that the Book Store was accumulating paperback books at a value rate of $4000 per year, and at present the Book Store had an inventory of paperback books in excess of $18,000. He pointed out that in many instances twice the number of books were ordered by instructors than were purchased, and that in some instances books were requested and none were purchased. This leaves the Book Store with a large investment in books which they can't sell. This, in turn, causes higher prices on other books. Therefore, he requested that all instructors please be more careful in their requests for ordering books through the Book Store.

President Rogers informed the Senate that he and Prof. Castro, Chairman of the Policy Committee, had met with Dean Hurst regarding the new faculty manual. Dean Hurst requested that, even though the manual would always be subject to interpretation, there be a two year moratorium on major revisions of the manual. He further suggested that the Policy Committee keep a file on recommendations for revisions and/or changes in the manual and that all these be reviewed at the end of this two year period. The expected delivery date on the printed manual is still July 1, 1972. President Rogers reported that Dean Hurst had informed him that the effective date for the recent changes in the annual leave policy for twelve month employees was April 1, 1972.

President Rogers reported that he had written a letter on behalf of the faculty to President Edwards asking that he express to the Smith family the faculty's appreciation for Mr. Winchester Smith's contribution to Clemson University and feelings of sympathy for his death.

Prof. Fanning, chairman of the Admissions and Scholarship Committee, reported that the committee had reviewed the new manual for faculty advisors and that it would be distributed before the beginning of the fall semester. The committee was very complimentary of the new manual. He further reported that the committee had discussed the recording of class absences on grade reports and decided against the request.

Prof. West, chairman of the Welfare Committee, reported that Banks McFadden, Director of Intramural Sports, had met with the committee and reported on the tennis facilities available on campus. Director McFadden informed the committee that ten new courts
will be completed in 1973, and that he is working on some type or reservation system for the tennis courts. Prof. West further reported that he had inquired about the sick leave policy for summer sessions for nine months employees. He stated that if an instructor became sick before summer school began, and could not meet his classes, this would void his contract.

The first item of new business was the presentation by the Admissions and Scholarship Committee of the following resolution:

"WHEREAS, the grade designation WF is synonymous with the grade F, and therefore redundant; and

WHEREAS, numerous problems have arisen in the counseling and advising of students and in the computations and comparison of GPR's due to the wide disparity in the application of the WP-WF system by the Clemson University Faculty; and

WHEREAS, the replacement of WF with the grade designation W would remove undue pressures and uncertainties from the teacher, encourage the student to build up his GPR in, and his understanding of, his major courses, and discourage the current practice of students dropping out of college because of poor grades; therefore

BE IT RESOLVED that the following paragraph replace the fourth and fifth paragraphs on page 117 of the Scholastic Regulations in the 1972 Clemson University Announcements:

W-Withdrew. This grade indicates that the students withdrew from the course. No credit hours taken are recorded for the grade of W provided that course is dropped prior to the last five weeks of classes in the semester. Only semester grades shall be given and recorded for courses dropped during the last five weeks.

BE IT FURTHER RESOLVED that the last sentence of the paragraph on "Grade Points" on page 118 be amended to read:

Grade Points. -- -- No grade points are assigned for grades F, I, or W."

There was a motion and second to accept the resolution.

Prof. Fulton moved that the resolution be amended as follows:

"W-Withdrew. This grade indicates that the students withdrew from the course. No credit hours taken are recorded for the grade of W provided that course is dropped prior to mid-term. Semester grades shall be given and recorded for courses dropped after mid-term."

After a second, the amendment failed to carry on a 4 to 17 vote.

The resolution as originally presented passed on a 17 to 3 vote.
As a result of the interpretation of the tenure policy in the new faculty manual, Prof. Fulton presented the following resolution:

"WHEREAS, in the case of an offer of employment made in consultation with the dean of his college by a University department chairman to a former employee with two years prior experience at Clemson University, the Academic Dean of the University has amended the Faculty Manual without the approval of the Faculty Senate, the President of the University, and the University Board of Trustees by his insistence that a minimum of 4 consecutive academic years of service at the University is a prerequisite for tenure in any rank, and

WHEREAS, in the opinion of the University Counsel the application by the Academic Dean of the University to all the University faculty the added requirement that a minimum of 4 consecutive academic years of service at Clemson University is necessary before he will approve tenure amounts to an unauthorized amendment to a legal document, the Faculty Manual, and conceivably could leave the University open to an unfavorable lawsuit, and

WHEREAS, the Academic Dean of the University has said to the President of the Faculty Senate that the Faculty Senate in drafting the Faculty Manual Section on Appointments for Which Tenure is Attainable should have anticipated the Dean's interpretation of the minimum service requirement for tenure and should have disclaimed that interpretation, now, therefore, be it

RESOLVED THAT the Academic Dean of the University cease his insistence that the department chairman write a letter to the prospective faculty member correcting the chairman's early tenure eligibility statement in the chairman's original offer letter. Be it further

RESOLVED THAT the Academic Dean of the University cease his unauthorized practice of withholding tenure approval for a faculty member until the faculty member has served the University a minimum of 4 consecutive academic years. Be it further

RESOLVED THAT the Academic Dean of the University routinely seek the opinion of the University Counsel on issues raised concerning interpretation of a completed legal document, the Faculty Manual, and cease placing the Faculty Senate in the position of having to disclaim his unauthorized amendments to that document."

Prof. Harrison moved to table the motion. After a second the "motion to table" carried 11 to 9.

Prof. Harrison then presented a motion that the Faculty Senate go on record as asking who has the final authority for interpreting the faculty manual. After a second, the motion carried unanimously.

Prof. Sawyer then presented the following motion:
"WHEREAS, the Faculty Senate hereby goes on record that the word consecutive was not intended to be included in the four year requirement for tenure, be it

RESOLVED THAT the Faculty Senate's interpretation of the four year requirement for tenure, as being without any necessity for consecutive service, be applied uniformly, effective immediately."

The motion, after a second, carried unanimously.

The meeting was adjourned at 6:25 p.m.

Respectfully submitted,

B. J. Skelton


Visitors: Lynda W. Skelton and Margaret K. Rice, both members of the Off Campus Faculty Council.
Minutes of the Meeting of the Faculty Senate

July 11, 1972

Olin Hall Auditorium

The meeting was called to order at 4:17 p.m. by President Rogers. The minutes of the June meeting were approved as circulated. President Rogers recognized two new senators, Prof. J. E. Tuttle replacing Prof. Bernard Caffrey, and Prof. E. W. Winston replacing Prof. E. A. Freeman.

President Rogers introduced S. G. Nicholas, Vice-President for Development, who presented a slide-sound discussion of the Clemson University Progressive Development Program. Vice-President Nicholas encouraged faculty support for the Program, both financially and in seeking alumni support.

President Rogers reported that he had discussed the Student Grievance Committee with Walter Cox, Vice-President for Student Affairs. Vice-President Cox felt that in an emergency the President of the Student Senate could be contacted and the committee could act. In the future, student members would be appointed before the end of the spring semester so that students would have a full committee available to them during the summer.

In a report on meeting of the Athletic Council, President Rogers reported that the Council had voted to allow a basketball game with Purdue University during the week before exams in 1973. The team will also participate in a tournament in Pennsylvania. This approval will allow the basketball team to fulfill a previously signed contract.

In a discussion related to the fringe benefits available to faculty members, Pres. Rogers was requested to ask the Personnel Office to prepare a complete list of fringe benefits and circulate this to the faculty. It was apparent that many faculty members are not aware of Clemson's fringe benefits.

President Rogers stated that there have been student complaints concerning professors not getting in summer school grades on time. In several instances, students were already signed up for another term of summer school before they knew their grades from the first term. President Rogers encouraged faculty members to turn their grades in as soon as possible. President Rogers also reported that a new dean, Dr. Luther P. Anderson, had been appointed in the College of Agricultural Sciences, and that the procedures for selection of administrators in the new faculty manual had been followed in the selection process.

Professor William Baron, representing the Welfare Committee, presented a pamphlet about life insurance through TIAA. The committee had drafted a letter containing information about the TIAA individual insurance plan. There was a motion asking President Rogers to circulate this letter to the faculty through the Clemson Newsletter. After a second, the motion carried.
In discussion concerning student-faculty athletic facilities, it was requested that the Welfare Committee keep the Senate informed of developing policies related to use of these facilities.

President Rogers reported the following one-year appointments to University Committees:

- Honors Program Council: E. P. Arnold, Languages
- Computer Advisory Committee: W. E. Johnston, Experimental Statistics
- Undergraduate Council: R. L. Cross, English
- Library Committee: W. Baron, Civil Engineering
- Poison Chemicals and Radioactive Material: F. B. Brown, Chemistry and Geology
- Safety and Fire Prevention: E. A. Vaughn, Textiles

The meeting was adjourned at 6:00 p.m.

Respectfully submitted,

B. J. Skelton
Secretary

The meeting was called to order at 4:19 p.m. by President Rogers. The minutes of the July meeting were approved as circulated. President Rogers recognized five new senators: Prof. Ruth Hays, temporary replacement for F. B. Brown, Prof. E. W. King, temporary replacement for T. R. Adkins, Prof. K. E. Carpenter, alternate for V. Hodges, Prof. R. A. Rimkus, replacing E. A. Freeman, and Prof. J. L. McCollough, replacing B. C. Caffrey.

President Rogers announced that S. Sullivan had been appointed to the Senate's representative on the Archives Committee and that E. M. Lander will represent the faculty on any future committee dealing with policies on the use of intramural facilities. Pres. Rogers reported that V. Pres. Cox had stated that the policy in regards to control and use of Fike Recreation Center had as yet not been established, and that the faculty would be involved when it was. In regards to a list of University fringe benefits, President Rogers reported that all benefits were included in the new Faculty Manual, and that he encouraged faculty members to read the manual. The Senate was informed that in regards to the Full Professor requirement for Alumni Professorships, V. Pres. Nicholas stated that all criteria were set by the academic administration.

A letter of resignation from the Senate had been received by President Rogers from Prof. F. B. Brown. In regards to a question concerning an advisory committee for the appointment of Prof. Brown as assistant to the Dean of the Graduate Studies and University Research, President Rogers reported that a committee was not necessary since this was a staff position and not a line position and would not have authority over other professional employees.

President Rogers expressed appreciation to Profs. Hash, Holt, and Cross for their assistance with new faculty orientation.

Concerning questions about the policy prohibiting Extension faculty members from engaging in political activity, President Rogers presented information in regards to a federal court ruling declaring the Hatch Act restriction on political activity of federal employees as unconstitutional. This was referred to the policy committee for its recommendation.

Concerning recent questions concerning tenure policies, President Rogers reported that V. Pres. Hurst is in the process of developing a position paper on tenure. President Rogers reported that V. Pres. Hurst had informed him that our budget this year was approximately $3 1/2 million dollars below requests. Therefore, all equipment money had been cut from the budget, and travel allocations were held at last year's level. After drastically trimming budget requests, there was an approximate 5 1/2 percent increase in the salary budget. In response to several questions Pres. Rogers stated that guidelines from the General Assembly allowed certain cost-of-living increases, with some discretionary prerogatives allowed to department heads.
The following motion was presented by Prof. J. C. Fanning:

"Whereas, since there is some concern among faculty about the 1972-73 budget for the University,

Be it resolved that the president of the Faculty Senate appoint an ad hoc committee to obtain pertinent information on the 1972-73 University budget and report its findings to the Senate at the September meeting."

The motion was seconded and passed unanimously.

The committee appointed by Pres. Rogers is R. D. Shannon, Chairman, M. Sherrill and W. F. Beckwith.

Prof. West., on behalf of the Welfare Committee, moved that the President of the Faculty Senate write a letter to the Athletic Council expressing reactions of the Senate in regards to priorities on tickets to intercollegiate athletic events. The motion was seconded and passed unanimously. A copy of the letter is attached.

Prof. West also informed the Senate that he had talked to V. Pres. Hurst concerning the procedures for selecting Alumni Professors. The procedures were presented as follows:

A. Written Policy as given by Dean Victor Hurst:

POLICY FOR THE APPOINTMENT OF AN ALUMNI PROFESSOR

1. An Alumni Professor will be selected primarily on the basis of his effectiveness as a teacher. He will, at the time of his appointment to Alumni Professor, hold the rank of Professor.

2. Based on information obtained from the schools and colleges, the selection of an Alumni Professor will be made by the Academic Deans convened for this purpose.

3. Once a selection has been made by the Academic Deans, this information will be conveyed by the University Dean to the President of the University for his final approval. The President will inform the Professor of his appointment and will also inform the Clemson Alumni Association.

B. Informal Policy as reported by Dean Hurst:

1. College from which the Alumni Professor will be appointed is determined by the University Dean.

2. Hereafter faculty involvement in the nomination of an alumni professor will be requested. The involvement to be patterned after existing policy relative to the selection of academic administrators.
The meeting was adjourned at 5:45 p.m.

Respectfully submitted,

B. J. Skelton
Secretary

Absent from meeting: E. A. Vaughan and P. T. Holmes
MEMORANDUM

TO: Athletic Council
FROM: Faculty Senate
SUBJECT: Recommendations Concerning Priorities for Tickets to Intercollegiate Athletic Events

At this time, we should like to make certain observations with regard to the recommendations made by a sub-committee of the Athletic Council concerning athletic ticket priorities and practices; we do not consider ourselves to be in substantial disagreement with the committee's report, but we do feel that specific sections of that report need either clarification or slight alteration.

In particular, we request the following:

1. As regards Section A of the memorandum dated April 25, 1972, we feel that a procedure should be adopted by the athletic department whereby improvement in seat assignments would be made automatically (provided the appropriate section or sections of the ticket order form were duly marked). In lieu of this, perhaps a method could be worked out whereby there would be a period of one or two weeks set aside prior to the season's start for individuals to request improvements in their assignments. Either method, we believe, would be preferable to the present haphazard ways in which improvements are made.

We would further suggest that all such improvements be allotted on a priority basis with consideration being given to (1) the years accumulated of continuous ticket buying and to (2) the total years of requesting improvement in seat location.

II. In section B, the statement is made that "Any request for change in number of seats together will be considered a new order." We would recommend, however, that the athletic department distinguish between a request for a decrease in the number of tickets ordered and a request for an increase in the number ordered. An individual, for instance, who decreases his order from three to two because of a son's or daughter's absence to attend college elsewhere should not be penalized; on the other hand, individuals wishing to increase their ticket orders should do so with the understanding that such action will mean a change in their priority status.

As for the priority categories listed in Section B, we should like to state our appreciation for the recognition shown the faculty's continued and fervent support of the athletic department in all of its endeavors.
III. Midway through Section C the assertion is made that "such factors as the continuous period over which one has purchased season tickets will be considered in filling orders of persons desiring reassignment." The faculty would like to know what other factors (since others are implied) are likely to influence rankings within the priority groupings referred to in Section B. In effect, we are asking for a more explicit, more detailed presentation of "factors" capable of changing one's ranking.

IV. We urge that the policies stated in Section D (1) be carefully reconsidered. There, it is noted that "any break in the season ticket order will necessitate a return to the beginning, or new order, category if season tickets order is resumed." However, absence from campus for either professional or health reasons should not in and of itself constitute a cause for penalty; we feel such a policy is unnecessarily discriminatory.

V. In closing, we as faculty members are grateful for the expression of gratitude contained in Section D (2) of the Memorandum. We shall do our best to continue to merit such words of thanks.
Minutes of the Meeting of the Faculty Senate

September 12, 1972

The meeting was called to order at 4:15 p.m. by President Rogers. The minutes of the August meeting were corrected and approved. President Rogers recognized Prof. C. R. Dillon, newly elected to the Faculty Senate replacing Prof. F. B. Brown.

In other announcements, President Rogers reported that at the August meeting of the Board of Trustees of Clemson University, the Board named buildings for Winchester Smith and James F. Byrnes. Two new life members, Paul McAllister and James Waddell, have been elected to the Board of Trustees. At the October Senate meeting, Mr. S. L. Shehee will be invited to present information concerning a proposed seminar on estate planning.

Correspondence from Vice-President Cox to W. T. Lavender, President of the Student Senate, concerning the rights and responsibilities of students was referred to the Admissions and Scholarship Committee for further consideration.

President Rogers reported that he and members of the Policy Committee had met with Vice-President Hurst on September 11 to discuss a proposed change in pay periods for faculty members from monthly to biweekly. The meeting was held to explain the proposal in order to get Senate reaction to the proposed change at the September meeting. Several senators felt that it was essential to have more time to adequately consider the change. In the discussion several questions were raised concerning the effect the change would have on summer teaching salaries, available time for summer research, and summer contributions to insurance from the teaching faculty. After considerable discussion, the following motion was presented:

"Be it resolved, that the Faculty Senate requests the Vice-President for Business and Finance supply the Senate with additional information concerning the proposed change in pay periods, and that the Senate go on record as opposing any change in pay period until the information can be reviewed."

The motion was seconded, and passed unanimously.

In committee reports, Prof. Fanning, chairman of the Admissions and Scholarship Committee, reported that the committee was studying the system for faculty approval of graduate degrees, class attendance regulations, and systems for removal of the grade of I. Prof. Fanning informed the Senate that the Undergraduate Council planned to discuss the Senate's recommendation of dropping grades of WP and WF and replacing them with the grade of W.

Prof. West, chairman of the Welfare Committee, discussed the statements concerning coordination of benefits between the State Insurance program and Traveler's Income Continuation plan made at previous meetings held to explain the insurance program. The Traveler's plan is not coordinated with the State plan.

Prof. Shannon, reporting for Ad Hoc Committee B, presented a report containing information related to the budget at Clemson University. A copy is attached to the minutes.
President Rogers stated that the Senate needed to elect a member to the University Disciplinary Committee. Prof. R. A. Rinkus was unanimously elected as the Senate representative.

Prof. J. D. Fulton, member of the Vending Machine Committee, reported that there would be less available funds for the school year, and that the majority of these funds were being allocated by the Student Government.

In response to questions from several senators concerning the policy of providing transcripts in grievance hearings, there was a motion that the University provide a copy of hearing transcripts to the complainant. The motion, after a second, passed unanimously. This will be referred to the Policy Committee for possible inclusion in the next revision of the Faculty Manual.

Prof. W. F. Beckwith presented the following motion in regards to this semester's voting holidays:

"Whereas, the South Carolina legislature passed a bill to give students a school holiday for voting in the Democratic primary, and Clemson University decided to also give the students a holiday to vote in the national election;

Whereas, both holidays happen to fall on Tuesdays so that 13.2% (2/15) of the classes that only meet on Tuesday will not be held or the students will receive 13.2% less instruction than they paid for.

Be it resolved, that the Faculty Senate requests the administration to add two days to the Fall 1972-1973 semester for the Tuesday classes missed."

The motion was seconded, and after considerable discussion, passed.

The following motion was presented by Prof. R. A. Rinkus:

"Whereas the laws of the state of South Carolina provide procedures for absentee balloting;

Whereas the state legislature has enacted a provision making the day upon which the primary elections were held an official university holiday;

Whereas the administration of Clemson University has designated the day upon which the general elections are to be held an official university holiday;

Whereas this effectively removes 13.2% of Tuesday class time from the fall schedule of Clemson University;

Whereas such actions, no matter how high their intentions, adversely affect the educative process and the scheduling of classes;

Be it resolved that this Faculty Senate opposes these schedule changes and any other schedule changes that are representative of anything but an extraordinary need that cannot be met in any other way."
The motion, after a second, passed unanimously.

The meeting was adjourned at 6:07 p.m.

Respectfully submitted,

B. J. Skelton
Secretary

Absent from the meeting: V. D. Carmack, E. A. Vaughn, and R. L. Cross
On Thursday August 24 the chairman of the Committee requested Dean Victor Hurst for information on the University budget for 1972-1973. On Friday morning September 8 the Committee met in the president's office with President Edwards and Dean Hurst. R. D. Shannon and W. F. Beckwith attended the meeting along with Senate President Ernest Rogers in place of M. D. Sherrill, who was unable to attend.

President Edwards discussed the current budget and related matters in considerable detail. Among the points he made were the following:

(1) The situation regarding the current budget (i.e., that stemming from the failure of the state legislature to provide some $3 million of the requested revenue) is unique. In past years inadequacy of state funds became apparent in ample time to permit raising tuition in order to cover expected costs; this year, President Edwards pointed out, it was not known until April 13 how limited the state funds would be. An increase in tuition at that date was not feasible since scholarship funds, etc., had already been committed for the coming year. President Edwards does expect that tuition will be raised for the coming year.

(2) Of the budget for "Current Operations," funds received for items 2-6 (see attached list) provide no option for reallocation into "Education and General Expenses," since the state legislature has generally specified how these funds are to be
used. (The same is true of funds earmarked "For Permanent Improvements.") For the expenses for "Education and General Expenses," only about half the total budget ($15.4 million out of $29.2 million) comes from the state legislature; the remainder is covered by student fees, payment for food services and for dormitory rooms ("Auxiliary Expenses"), etc.

(3) When it became necessary to reduce expenditures for the current year, President Edwards said, he favored maintaining expenditures for people and reducing outlays for equipment. Since there are constant changes in the budget, he anticipates that more funds may be available for equipment as the year progresses.

In his previous discussion with the committee chairman, Dean Hurst had commented on his decision to determine cutbacks in the budget himself instead of allowing the various deans to make the decisions for their respective colleges. He said that he didn't think that, in the end, it would have made any great difference, and he pointed out that one might also argue that Department Heads, faculty members, etc., etc., should also have been consulted.

Respectfully submitted,

R. D. Shannon, Chairman
W. F. Beckwith
M. D. Sherrill
**CLEMSON UNIVERSITY**

**SUMMARY OF BUDGET RECOMMENDATIONS**

*(Based on Estimated Funds Available)*

The following are summaries of proposed operating budgets of the major divisions and estimates of revenues earmarked by law for permanent improvements for the fiscal year beginning July 1, 1972 and ending June 30, 1973.

**SUMMARY OF PROPOSED BUDGETS**

<table>
<thead>
<tr>
<th></th>
<th>Estimated Expenditures 1971-72</th>
<th>Proposed Budget 1972-73</th>
</tr>
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<tbody>
<tr>
<td><strong>A. FOR CURRENT OPERATIONS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1. Educational and General:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(a) Teaching and Maintenance</td>
<td>$20,973,676</td>
<td>$22,091,721</td>
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<tr>
<td>(b) Auxiliary Enterprises</td>
<td>3,163,797</td>
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<tr>
<td>(c) Affiliated Activities</td>
<td>3,296,687</td>
<td>3,674,979</td>
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<tr>
<td>2. Agricultural Research</td>
<td>4,939,384</td>
<td>6,003,554</td>
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<tr>
<td>3. Agricultural Extension Service</td>
<td>6,480,958</td>
<td>7,116,686</td>
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<tr>
<td>4. Fertilizer Inspection and Analysis</td>
<td>161,073</td>
<td>173,335</td>
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<tr>
<td>5. Livestock-Poultry Health Dept</td>
<td>1,290,465</td>
<td>1,432,346</td>
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<tr>
<td>6. Forest and Recreation Research</td>
<td>275,097</td>
<td>298,083</td>
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<tr>
<td>Total (For Current Operations)</td>
<td>$40,581,137</td>
<td>$44,277,945</td>
</tr>
<tr>
<td><strong>B. FOR PERMANENT IMPROVEMENTS</strong></td>
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</tr>
<tr>
<td>(Revenues earmarked by law for payment on bond debt and notes)</td>
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<td></td>
</tr>
<tr>
<td>1. Tuition and Matriculation Fees</td>
<td>$1,543,000</td>
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</tr>
<tr>
<td>2. Library, Plant Improvement, and Special Student Fees</td>
<td>299,500</td>
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<tr>
<td>3. Faculty and Student Housing Revenues</td>
<td>1,235,500</td>
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<tr>
<td>4. Multipurpose Auditorium Fees</td>
<td>60,000</td>
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<tr>
<td>5. Football Stadium Fees</td>
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<tr>
<td>Total (For Permanent Improvements)</td>
<td>$3,283,000</td>
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</tr>
<tr>
<td><strong>GRAND TOTAL</strong></td>
<td>$47,560,945</td>
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Prepared as of August 11, 1972
Minutes of the Meeting of the Faculty Senate

September 19, 1972

Olin Hall Auditorium

The meeting was called to order at 4:17 p.m. by President Rogers. After informing the Senate that the special meeting had been called in order to answer questions about the proposed change in pay periods for Clemson University faculty members, President Rogers introduced Mr. Melford Wilson, Vice-President for Business and Finance.

Vice-President Wilson introduced staff members present to assist with answering questions arising from the faculty. These members were M. E. Barnette, T. N. Hinton, J. B. Gentry, and J. C. Peck. Vice-President Wilson related the history of the proposed change in pay periods, pointing out that the primary function of the Business and Finance office was to facilitate the education and research processes of the University. It was stated by Vice-President Wilson that whatever period was used, the pay period would have nothing to do with the amount of time available for summer research. There are still some details to be worked out, such as summer insurance deductions for teaching faculty and the methods for paying faculty members teaching in summer school.

After the discussion, the general feeling of the Faculty Senate was to support the proposed change to a biweekly pay period.

Respectfully submitted,

B. J. Skelton
Secretary
The meeting was called to order at 4:20 p.m. by President Rogers. The minutes of the September meetings were corrected and approved. President Rogers announced that since the last meeting Mr. S. L. Sheehee had resigned from Clemson and would not speak to the Faculty Senate as scheduled.

President Rogers informed the Senate that there had been some questions raised concerning appointment of Faculty Senate members to University committees, and that some appointments had been made which did not follow the new Faculty Manual.

After considerable discussion, Prof. Fulton presented the following motion:

"Be it resolved, that the membership of all councils and standing committees of the University reflect the stipulations of the Faculty Manual."

After a second, the motion carried with one negative vote.

President Rogers passed out copies of an evaluation form for academic personnel which had been developed by a University-wide committee. Senators were requested to review the form and send any comments to President Rogers. There were questions raised as to the purpose of the form, how the form would be implemented, who would make the evaluations, and who would see the completed evaluation.

In regards to action from the Senate requesting the administration to add two days to the fall semester to replace voting days, President Rogers stated that Vice-President Hurst had referred the request to the University Schedule Committee.

President Rogers informed the Senate that since there has been some concern regarding certain aspects of salaries at Clemson, attention is called to Section V of the 1971 Clemson University Self Study, particularly Tables 16-20. Dean Hurst has agreed to meet with the Welfare Committee concerning possible updating, extension, and clarification of the information contained in the Self Study.

Prof. Wallenius, reporting on the status of the report on the Retirement System, stated that the committee is obtaining retirement data from several sources, and will have a final report at an early date.

Prof. Fulton reported that the Student Relations Committee appointments have been completed. On the committee for this academic year are John Moon, F. M. Young, Jr., Susan Delony, W. F. Steirer, Jr., and John Fulton.

In reporting on activities of the Welfare Committee, Prof. West stated that the committee had met with Social Security representatives, and would have a report at a later
date concerning the benefits available to faculty members. Prof. C. O. Shuler has been invited to the next Senate meeting to discuss health care programs.

Prof. Cross, member of the Undergraduate Council, reported to the Senate that a subcommittee of the Council is studying a new form for student evaluation of faculty members. If adopted the evaluations would be printed and published.

The following motion was presented by Prof. Baron:

"Whereas there is a permanent University Traffic and Parking Committee, and whereas there are faculty members in Traffic and Transportation Engineering within the Department of Civil Engineering who have an expertise in the fields of traffic engineering and parking, the University Faculty Senate requests that the Traffic and Parking Committee be reconstituted to include a permanent member from the Traffic and Transportation Engineering Faculty. Said member shall be appointed by the President upon the advice of the head of the Department of Civil Engineering.

Further, if the reorganization of the Traffic and Parking Committee cannot be accomplished in the next period of appointments, then the Faculty Senate recommends that until such time as the committee can be changed the President appoint a faculty member from Traffic and Transportation Engineering as one of the two faculty appointments.

Further, the University Senate recommends that until a new Traffic and Parking Committee is appointed, the President appoint to the present committee a faculty member from Traffic and Transportation Engineering to act as a consultant to said committee."

After a second, the motion passed with two negative votes.

In other new business Prof. Rimkus pointed out that the changeover in health insurance has caused inconveniences to several faculty members, particularly in regards to persons away from the campus during the summer. This was referred to the Welfare Committee for study.

There was a general discussion of the parking situation on campus. There were numerous questions raised regarding the number and assignment of reserved parking spaces. It was pointed out that new building will necessitate loss of approximately 800 parking spaces unless new areas are provided.

The meeting was adjourned at 6:10 p.m.

Respectfully submitted,

B. J. Skelton
Secretary

Absent from the meeting: A. R. Abernathy and K. E. Carpenter
Minutes of the Meeting of the Faculty Senate

November 14, 1972

Olin Hall Auditorium

The meeting was called to order at 4:18 p.m. by President Rogers. The minutes of the October meeting were approved as circulated. President Rogers reported on meetings he had attended since the last Faculty Senate meeting.

President Rogers informed the Senate that he had received a letter from President R. C. Edwards concerning a resolution passed at the October 10 meeting of the Faculty Senate. Dr. Edwards stated that the resolution concerned with the appointments of faculty members to councils and standing committees of the University is most appropriate, and he has requested that the stipulations of the faculty manual be adhered to in making recommendations for such appointments. He has also expressed his appreciation to the Senate for its action in calling the attention of the administration to this matter.

Also, in response to a Senate resolution passed on October 10 and concerned with appointment of a faculty member from the Department of Civil Engineering to the University Traffic and Parking Committee, President Edwards has appointed Dr. J. Edwin Clark, Assoc. Professor of Civil Engineering to this committee.

Since there have been some misunderstandings on the part of faculty and students regarding class absences while visiting the Student Health Center either as an out-patient or in-patient case, President Rogers presented the following information about class absences:

- In-patient treatment will be certified by proper health service authority with time of admission and time of discharge indicated. Such an absence is considered to be "excused" (See Clemson University Student Handbook 1972-73, page 186).

- Out-patient care, except in cases of emergency, will be secured during vacant periods and no written certification issued by the Health Service. Any excuse for class absence due to out-patient medical treatment is discretionary with the instructor concerned.

In reporting for the Policy Committee, Professor Castro stated that the committee had met to discuss the policy in regards to political activities of employees in regards to restrictions outlined in the Hatch Act.

Prof. West reporting for the Welfare Committee, stated that there should have not been a break in health insurance coverage of University employees. In regards to previous reports, the Personnel Office requests names of persons reported to have suffered economic loss due to the changeover in health insurance.

Professor Shannon reported on the status of the proposed Faculty Club to be housed in the Clemson House. At present, an official group representing the faculty is needed to make recommendations in regards to remodeling the Tiger Tavern for a Faculty Club. There was a general discussion related to selection of such a group, concluding with Prof. Shannon's request for ideas for setting up an official committee for the Faculty Club.
Prof. Hill presented the following motion:

"Be it resolved, that the Faculty Senate requests the Vice President for Business and Finance to supply the Senate with information as to the number of Motor Pool requests which were not honored during the month of October, 1972, due to the lack of vehicles. Whereas, it is understood that numerous faculty requests for vehicles for laboratory classes and official trips were denied, thereby causing considerable inconvenience for the faculty to function properly. Be it further resolved that proper administrative officials routinely check to see that vehicles are properly authorized and used for the sole purpose requested."

It was pointed out that the resolution was not intended to be critical of Mr. Davis, Motor Pool Supervisor. The Senators were very complimentary of Mr. Davis, indicating that he was very cooperative, but that he did not have the cars necessary to fill requests. It was also pointed out that some faculty members abuse the motor pool by requesting and keeping cars when they weren't needed.

Prof. Rimkus moved to table the resolution. The motion was seconded and carried unanimously.

It was then moved by Prof. Rimkus that a committee be appointed to study the service of the Motor Pool to University Personnel. The motion, after a second, carried unanimously. President Rogers appointed Professors Hill, Ezell, and Rimkus to the committee.

Professor Camper reported that the use of the grade of I for graduate students was being changed, and that all faculty members would get a copy of the change.

There being no further business, the meeting was adjourned at 6:15 p.m.

Respectfully submitted,

B. J. Skelton

Absent from the meeting: K. E. Carpenter and E. A. Vaughn
Minutes of the Meeting of the Faculty Senate

December 12, 1972

Olin Hall Auditorium

The meeting was called to order at 4:15 p.m. by Vice-President Fulton, presiding in the absence of President Rogers. The minutes of the November meeting were approved as circulated.

Vice-President Fulton reported on meetings attended by President Rogers since the November Faculty Senate meeting. The Athletic Council had planned to discuss the requests from the Faculty Senate concerning seating improvements at its last meeting. However, the resignation of Coach Ingram required a change in the agenda, and this topic will be discussed at a future meeting. President Rogers had asked that the Faculty Senate be informed that the book ordering procedure recently adopted was satisfactory, with books arriving on time and in the quantity ordered. Due to a conflicting schedule, Prof. Shuler had postponed his meeting with the Senate until the January meeting.

Prof. West, reporting for the Welfare Committee, reported that the committee had met with Dean Hurst to explore the need for revision of the current University policy concerning annual leave for faculty members employed for twelve months. The need for this consideration of revising existing policy was created with the 1972 Legislative Act which substantially changes policy for annual leave for State employees, except teaching personnel and officials of academic rank at State-supported institutions of higher learning. Chairman West reported that Dean Hurst was aware of the need for a change in University policy for annual leave for faculty members, but felt that the change should wait for two years.

It was the general feeling of the Senate that if a policy change was desired, it could justifiably be considered immediately.

Prof. Beckwith moved that the annual leave policy be referred to the Welfare Committee, and that the committee bring a proposal to the next Faculty Senate meeting. After a second, the motion carried unanimously.

In regards to a study of University Faculty salaries, the Welfare Committee received a very favorable response from Dean Hurst to a request for information relative to 1972-1973 faculty salary data. Dean Hurst is compiling data for a later report. Prof. West indicated that identifiable salaries due to rank, sex, etc. would necessarily have to be excluded.

Prof. West further reported that the Welfare Committee is attempting to compile a summary of benefits resulting from recent changes in insurance programs. The summary should be available at the February meeting. Presently, the changes in insurance programs as they pertain to salary continuation seem to be of questionable value to faculty members fully covered by Social Security and Workman's Compensation.

Prof. Fanning, reporting for the Admissions and Scholarship committee, stated that he had met with the Library Committee concerning hours of operation. The general feeling of the Senate was that the hours the library was open were satisfactory. The library will be open for sixteen days during the holidays.
Student Senate Bill B-72-36 was presented to the Senate for their consideration. The Bill concerned scholastic regulation as follows:

1. Add new paragraph 4 to "Scholastic Regulations, Minimum Requirements for Continuing Enrollment" (p. 119) to read:

   A student re-admitted under the above provision shall have, at the time of his re-admission, the following options concerning credit hours attempted at Clemson. He may choose to keep all credit hours attempted, or he may choose to count for credit only those credit hours he had passed with a "C" or better. (In the former case, the student may keep, without repeating, any "D's" made but, at the same time, keeping his old grade-point ratio. In the latter case, a student will be required to repeat all courses in which he received either a "D" or "F" and his new grade-point ratio will be determined only on the courses taken after his re-admission.

II. All acts and parts of acts inconsistent herewith are hereby declared null and of no effect.

After considerable discussion, Prof. Vaughan moved that the Bill be returned to the Student Senate for further study, and that they consider all possible ramifications of the Bill. After a second, the motion carried unanimously.

Prof. Fanning presented the following motion for the Admissions and Scholarship Committee:

"Whereas, according to the Constitution and By-Laws of the Faculty and Faculty Senate, (Article I, Section 2. Functions) "the functions of the faculty shall be to approve candidates for degrees";

Whereas, there is no uniform policy currently in effect for faculty approval of graduate degrees,

Be it resolved that candidates for graduate degrees be approved for graduation by the college responsible for their program at the same time as candidates for undergraduate degrees are approved; in case of interdisciplinary graduate degree candidates, they will be approved by each of the Colleges responsible for the program.

Be it also resolved that no graduate student who has met the requirements for graduation and who has been approved by the appropriate college faculty or faculties be denied participation in the graduation exercises and be denied having the degree conferred upon him.

Be it also resolved that if a graduate degree is disapproved by the appropriate college faculty, the dean of that College will notify, in writing as soon as possible, both the candidate and the Dean of Graduate Studies of this action and give the reasons for the disapproval."

The motion failed to carry 11 to 10.
Prof. Shannon presented the following motion from Ad Hoc Committee A:

"Whereas the survey taken by this committee during the spring of 1972 indicated substantial interest in establishing a faculty club at Clemson (about 250 faculty in favor, 160 suggesting an initiation fee of $20-$25 and annual dues of $20-$25); and

Whereas the administration supports the establishment of such a club, will provide some areas in the Clemson House (i.e., the lounge area on the first floor and the former Tiger Tavern area in the basement), and has offered to finance some renovation of these areas; and

Whereas some agency with proper legal authority is needed (1) to negotiate with the administration over the nature of the renovation, (2) to determine more clearly the desires and intended financial support of the faculty and others in such a club, and (3) if it proves feasible, to hire a manager, arrange for food and beverage services, etc., and

Whereas such activities are inherently beyond the scope and powers of the present ad hoc committee;

Therefore be it resolved that during the spring semester a Board of Directors for governing the Faculty Club be established by those people most willing and interested in this project, and that Ad Hoc Committee A be dissolved after helping to see that this Board of Directors is firmly established."

The motion was seconded and carried unanimously.

There being no further business, the meeting was adjourned at 6:00 p.m.

Respectfully submitted,

B. J. Skelton

Absent from the meeting: N. D. Camper, K. E. Carpenter, C. R. Dillon, D. O. Ezell, E. B. Rogers, W. F. Steirer, and K. T. Wallenius
The meeting was called to order at 4:15 p.m. by President Rogers. The minutes of the December meeting were approved as circulated.

In reporting on meetings attended, President Rogers informed the Senate that Dr. Kenneth Wells has visited the campus recently in an effort to promote a National Dividend Foundation Seminar to be held at the Clemson House. Faculty members will be invited to dinner and the seminar. President Rogers also stated that the report from the Southern Association regarding Clemson's Self-Study is available in Dean Hurst's office to anyone wishing to read it. Clemson will need to make several supplemental reports over the next few years.

Student Senate Resolution R-73-33 regarding instructors remaining available for student conferences until the end of exam period and the proposed Honor System for Clemson University were referred to the Admissions and Scholarship Committee.

President Rogers stated that Mr. C. E. Woodall of the Business and Finance Office had called concerning insurance premiums for nine month faculty members having insurance coverage beyond that provided by the state. The June insurance premiums will be deducted from the second pay check in May and Mr. Woodall would like suggestions as to how these faculty members would like the July and August premiums withheld. It was stated that whatever method for payment was used, all faculty members would use the same method.

Prof. Hodges moved that salaries for nine months faculty members be paid over a twelve month period on a bi-weekly basis. The motion received a second, but failed to carry.

In discussion related to insurance coverage, it was pointed out that in the past employees leaving the University after the second semester had been allowed to continue in Clemson's group program until they were covered at their new position. This can not be done now since the insurance is provided by the State. It was asked that President Rogers suggest Mr. Woodall inquire with the company carrying the insurance to determine if the company would allow these persons to continue under the group program during the summer months.

In committee reports, Prof. Castro indicated that the Policy Committee is considering faculty work loads and this information will be presented at the next Senate meeting.

The Policy Committee presented the following motion regarding tenure for Extension faculty:

"Whereas The extension faculty has been granted academic appointment as of January 1, 1972, and

Whereas The faculty manual states that (1) a minimum of 4 academic years of service at Clemson University is a prerequisite for tenure at any rank, (2) the total period of full-time service at Clemson University prior to the acquisition of tenure will not exceed seven years, and (3) previous full time employment
at other institutions of higher learning will be applied up
to three years of service beyond the required minimum of 4
years; therefore

Be it resolved that in cases where the faculty member's service to
the University is the same as that performed prior to the granting of
academic appointment, he should be considered for tenure when he
qualifies (based on total time of service) without regard to the date
academic rank was granted."

The motion was seconded and passed unanimously.

Another motion from the Policy Committee was presented regarding the com­mittee involved in the selection of deans. The motion as presented is as
follows:

"Although Dean Hurst has asked for a two year moratorium on changes to
the Faculty Manual, there are certain revisions which must be considered
before that time.

The Faculty Manual states "For the selection of the dean of a college the
Dean of the University shall appoint the committee from the faculty within
the college."

The purpose of the committee is to advise in the selection process. We
feel that this process can be improved if the committee truly represents
the faculty viewpoint. Therefore,

Be it resolved that the above statement be changed to read: For the
selection of the dean of a college, the committee shall consist of at
least one elected representative from the faculty of each department in
that college."

After a second, the motion carried. Prof. Hodges asked that his negative
vote be recorded in the minutes.

Prof. Fanning, reporting for the Admissions and Scholarship Committee, stated
that the grading system at Clemson University will be studied in the near future.
It was indicated that Dean Green plans to appoint a committee for this purpose
at the March meeting of the Undergraduate Council.

The Admissions and Scholarship Committee presented the following motion:

"Whereas, according to the Constitution and By-Laws of the Faculty and
Faculty Senate, (Article I, Section 2. Functions) "the functions of the
faculty shall be to approve candidates for degrees";

Whereas, there is no uniform policy currently in effect for faculty
approval of graduate degrees,

Be it resolved that candidates for graduate degrees be approved for gradu­ation by the college responsible for their program at the same time as
candidates for undergraduate degrees are approved; in case of interdisci­plinary graduate degree candidates, they will be approved by each
College responsible for the program."
Be it also resolved that no graduate student who has met the requirements of graduation as stipulated by the Office of the Dean of Graduate Studies, and who has been approved by the appropriate college faculty or faculties be denied participation in the graduation exercises and be denied having the degree conferred upon him.

Be it also resolved that if a graduate degree is disapproved by the appropriate college faculty, the dean of that College will notify, in writing as soon as possible, both the candidate and the Dean of Graduate Studies of this action and give the reasons for the disapproval."

After a second, there was considerable discussion concerning the motion. The motion carried.

In response to Student Senate Bill No. B-72-05, the Admissions and Scholarship Committee moved the following changes be made to Section VII - Academic Procedures and Rules, 1972-73 Student Handbook, page 186, dealing with class attendance:

1. In par. 1 delete the third sentence "For this . . . privilege".
2. Amend par. 3 to read:

   "It is recognized that students sometimes have personal emergencies, business, or problems that necessitate absences which are not covered by the rules in paragraph 2. A limited number of such absences may be permitted by the instructor, provided these absences do not coincide with major, scheduled activities of the course, such as quizzes, laboratory experiments, field trips, class discussions, etc. Individual instructors are urged to establish their own attendance policy and to insure that every member of the class is informed of it. When an instructor's policy has been violated, the individual student shall be promptly notified."

3. Omit Par. 3 sections a, b, and c.
4. Omit Par. 4, all sections.
5. Change Par. 5 to 4.
6. Change Par. 6 to 5.
7. Omit Par. 7.
8. Change Par. 8 to 6.

The motion was seconded, after which followed a general discussion of class attendance regulations.

Prof. Castro presented a substitute motion that the Faculty Senate generate a committee to work with the Student Senate to rewrite class attendance regulations. After a second, the substitute motion failed to carry 12 to 17.
The original motion then carried 20 to 10.

In response to directions from the December meeting of the Senate, Prof. West presented the following motion in regards to annual leave for faculty members.

"Whereas the current Clemson University Faculty Annual Leave Policy was adopted with those restrictions of previous South Carolina State legal provisions that limited the annual leave accrual rate and the total day carry over allowance, and

Whereas the 1971-72 South Carolina State Legislature did revise the annual leave provisions for all permanent state employees but did exclude from the revised policy those employees of state higher education institutions holding academic rank or titles, and

Whereas the Revised South Carolina State Annual leave policy does provide certain benefits which are superior to current Clemson University Faculty leave policy, and

Whereas the current Clemson University Faculty Annual leave policy has been shown to be inferior to other land grant institutions, (Report of Ad Hoc Committee of Research Faculty Council on Clemson University Leave Policy for faculty, March 26, 1969.) therefore be it

Resolved that the Clemson University Faculty Annual Leave policy be revised to incorporate benefits which would allow an increased carryover allowance to 45 days with an accrual rate of 24 days per year.

Be it further resolved that the revised annual leave policy shall apply to the 1973 calendar year.

The motion was seconded and carried unanimously.

In new business, Prof. Godbout presented the following resolution:

"Whereas, the parking problem on campus is becoming serious and in view of planned changes threatens to become acute;

Whereas, the 241 reserved parking permits seriously limit the availability of remaining parking spaces;

Whereas, the frequency with which reserved spaces are unoccupied provides evidence of the ineffectiveness of the policy that the holders of the space notify others of its availability; and

Whereas, there are drastic inconsistencies in the assigning of reserved parking spaces,

Be it resolved that reserved parking permits be limited to Executive Officers, Full Deans, and physically handicapped persons.

The motion was seconded and carried unanimously."
Prof. Beckwith introduced the following resolution concerning a performing arts building.

"Be it resolved that the Faculty Senate strongly endorses the resolution on the priority for a performing arts building on campus passed by the University Fine Arts Committee on December 5, 1972."

The University Fine Arts Committee's resolution is as follows:

"Whereas the need for facilities that would enable Clemson University to properly present theatrical and musical events for the student body and the public has become increasingly evident, and whereas adequate facilities do not exist on the campus, a fact that has on several occasions led to embarrassing confrontations with visiting artists and has forced the various presenting agencies (Concert Series, Clemson Players, etc.) to limit the scope of their offerings even to the detriment of meeting public cultural appetites, and whereas increasing restrictions and demands on existing, inadequate facilities further limit the offerings of the University's performing agencies, and Whereas Clemson University's emerging role as a cultural as well as an educational agency of the State and the area would be greatly enhanced by the construction of a Performing Arts Center that could easily stand as the finest such facility on any state-supported college or university campus in South Carolina, be it therefore resolved that the Fine Arts Committee of Clemson University go on record as petitioning the central administration of the University, its President and its board of Trustees, for the assignment of a high priority in development of campus facilities to the construction of a Performing Arts Building."

The motion received a second and passed unanimously.

Prof. Shannon reported that he has received some names of persons willing to serve on the Board of Directors to plan a Faculty Club, and requested that other interested persons please submit their names to him.

Several Senators expressed an interest in having more information than was presented at the September Senate meeting regarding salary totals from the budget information.

After lengthy discussion, Prof. Vaughan moved that the President and Vice President of the Faculty Senate meet with Dean Hurst in an effort to obtain information regarding increases in academic salary totals as reflected in printed information received by the Senate. The motion received a second and passed unanimously.

There being no further business, the meeting was adjourned at 6:42 p.m.

Respectfully submitted,

B. J. Skelton

Absent from the meeting: C. R. Dillon
MINUTES

FACULTY SENATE

Olin Hall Auditorium

March 13, 1973

The meeting was called to order by President Rogers at 4:15 p.m. The Minutes were approved as circulated.

Advisory Committee was asked to meet at 4:00 p.m. Tuesday, March 27 in Conference Room of McAdams Hall.

President's Report

Board of Trustees

The Faculty Senate encourages good public relations with our professional peers throughout the State.

Dr. Claude Green, Dean of Undergraduate Studies has appointed a committee to study the entire university grading system.

Planning Council -- Address comments to Vice President Stan Nicholas' office concerning continuing education center or any other project. No decisions have been made as yet.

Plans for Performing Arts Building were discussed. Priorities are continually shifting. The question is still unclear as to the present plans for either the continuing education center or the Performing Arts Building.

A university-wide survey will be taken to see what use would be made of a continuing education center. Agriculture and Engineering are being surveyed at this time.

President Rogers wrote letter to President Edwards concerning Student Relations Council. A description of purpose has not been printed in the student handbook. There is not any continuity from year to year. At the request of President Edwards, recommendations have been drawn up by a committee. It was presented to Dean Hurst for approval.

Condolences were expressed to the family of the late L. D. Holmes through President Edwards by President Rogers on behalf of the Senate. Mr. Holmes was a member of the University Board of Trustees.
Ron Dillon was asked to respond to the gift to the University presented by the Jordan family. Walt Castro was asked to respond to the gift presented by the Hunter family. Resolutions regarding these gifts will be presented at the April meeting of the Senate.

The National Dividend Seminar did not materialize due to lack of interest.

Committee Reports

Admissions and Scholarship

Professor J. C. Fanning made remarks regarding substitution for required courses where low enrollment problems prohibit the teaching of these courses; student options when instructors fail to sign drop cards; and status of pre-professional students who do not complete work for the baccalaureate degree at Clemson.

Professor Fanning then presented a resolution in response to Student Senate Bill No. B-73-21 entitled "Clemson University Honor System." (See attachment A) The motion was made by Professor William Steirer that the resolution be tabled until various schools can be polled to see how other honor systems are being handled. Institutions should be polled where honor systems are in operation and also others where the system has been dropped. The motion to table the resolution was passed.

Welfare

Professor Bill West presented information on faculty evaluation. He then presented a resolution regarding the evaluation procedure. The motion was seconded. (See attachment B) In the discussion that followed, it was pointed out that the present evaluation method is now being implemented although there have been indications of misunderstanding and dissatisfaction. One of the dissatisfactions concerned the lack of faculty input into the selection of the committee which designed the evaluation procedure. The motion carried.

Professor R. A. Rimkus then presented the following resolution:

"Whereas there is considerable displeasure with the faculty evaluation form and the procedure for faculty evaluation, and whereas the faculty had no opportunity to choose those who would act as its representatives on the committee which drew up the evaluation form and the evaluation procedure;
"Be it resolved that future study of this faculty evaluation form and the evaluation procedure be undertaken by a committee whose faculty members are chosen by the faculties of the respective colleges of the university."

The motion was seconded. Another motion was then introduced to send this resolution back to the policy committee for further study. The motion carried.

Professor West announced that United Parcel Service will begin a regular pick up at the Central Receiving Station at the end of next week.

Faculty Club

Professor Shannon reported that an informal organization is now planning for the establishment of a faculty club. Designs are being prepared. If any faculty wants to help, contact Professor Shannon.

New Business

Student Relations Committee Proposal was presented by Professor John Fulton. The motion was seconded and passed. Certain editorial changes were made. (See attachment C)

Professor Hodges moved that the Student Relations Committee be established as a permanent University Committee in conformance with the preceding resolution. The motion carried.

Professor Bauld presented a resolution concerning the Speaker's Bureau on behalf of Professor Castro. The resolution passed. (See attachment D)

Professor Rimkus presented a resolution concerning student parking permits. The motion was seconded. An amendment to delete one section regarding punishment for misuse was moved and carried. The original motion as amended carried. (See attachment E)

Professor Wallenius presented the following resolution:

"Whereas there does not exist an indexing system so that faculty senate resolutions can be conveniently referenced, be it

Resolved, that the secretary devise and apply a system of identification."

The motion carried.
There being no further business, the meeting was adjourned at 7:10 p.m.

Respectfully submitted,

[Signature]

Veronica D. Carmack

Absent from meeting:

B. J. Skelton
J. R. Hill
D. O. Ezell
W. E. Castro
Attachment A
Faculty Senate
March 13, 1973

RECOMMENDATION

Admissions and Scholarship Committee

In response to the Clemson University Student Senate Bill No. B-73-21 entitled "Clemson University Honor System" the Faculty Senate recommends the following:

I. Cheating.
   A. Cheating includes giving or receiving unauthorized aid on any academic work.
   B. Plagiarism, a form of cheating, includes the copying of language, structure, or ideas of another author and passing them off as one's own.
   C. All academic work submitted for grading must contain a pledge by the student that he has received no unauthorized aid.
   D. Cheating as well as plagiarism is a violation of the Student Regulations.

II. Penalties.
   A. A student guilty of the first offense of cheating will receive a grade of "F" for the course and will be placed on probation.
   B. A student guilty of the second offense of cheating will receive a grade of "F" for the course and will be suspended for one or more semesters.

III. Procedure.
   A. Each student is responsible for his conduct and is responsible to report to the instructor any violation of the honor system.
   B. Reported violations will be investigated, heard, and appealed as other violations of Student Regulations.
RESOLUTION

Faculty Evaluation

The Faculty Senate passed a resolution at the October 12, 1971 meeting which requested "...that the department head present their staff a copy of the finished evaluation form each year and explain to each staff member evaluations that may be brought into question as unclear or unfair...." The resolution was forwarded to Dean Hurst but the minutes for the October 12, 1971 meeting were not printed in the Clemson Newsletter, and therefore didn't receive wide distribution.

Dean Hurst, acting on our resolution, appointed a committee to recommend a new faculty evaluation form. The committee appointed was listed in the January 1, 1972 Clemson Newsletter.

"There has been a need for some time to improve our faculty evaluation forms in such a manner that both faculty and administrators would be agreed that Clemson University was, indeed, using a form that would clearly accomplish its objectives.

To achieve this goal, Dr. Victor Hurst, Dean of the University, has appointed a committee to recommend a suitable faculty evaluation form. The committee consists of Dean Henry Vogel, Chairman; Professor Douglas W. Bradbury, Dean Herbert Brantley, Professor Claire O. Caskey, Dr. James B. Copeland, Professor Arline Duvall, Dr. W. Cecil Godley, Professor Vernon S. Hodges, Dr. Morris A. King, and Dr. Thomas B. Yandle."

The committee did meet on several occasions and out of their work a new faculty evaluation form was formulated. The new form was distributed to the Faculty Senate at the October, 1972 meeting, with a request to react to the form through the Senate President. The Faculty Senate was not asked to accept or reject the new evaluation form, and until the February meeting no great concern has been voiced by the Clemson Faculty Senate.

The Welfare Committee of the Faculty Senate, in response to the request of the Senate, has undertaken a review of the Faculty Evaluation Procedures. Our initial study has shown that:

1. The revised Faculty Evaluation Form did result from the cooperative work of administrators and faculty members.

2. The University's administrative officials are cognizant of the Senate's desires that the evaluations be discussed with each staff member.

3. The new evaluation form is not universally accepted as the best device for evaluating faculty performance.

The Welfare Committee therefore proposes that the Faculty Senate consider the following resolution.

WHEREAS, the Board of Trustees has directed the implementation of a program of annual evaluation of the Faculty, and
WHEREAS, there is an expressed desire that both faculty and administrators agree that the method of evaluation clearly accomplish its objectives, and

WHEREAS, the present method of evaluation grew out of cooperative efforts of a faculty and administration committee, be it

Resolved that the Faculty Senate encourages each faculty member to carefully review the present method of evaluating his performance as a faculty member, and to report positive or negative reactions to the Faculty Senate Welfare Committee, be it further

Resolved that since the Faculty Senate has not been asked to accept or reject the new evaluation form, that such action be taken before the 1974 evaluation of faculty is undertaken.
Attachment C
Faculty Senate
March 13, 1973

RECOMMENDATION

Student Relations Committee

A Student Relations Committee, composed of the Vice President of the Faculty Senate, the Vice President of the Student Body, a representative from the Student Affairs Office, and four other members, two from the Faculty Senate and two students nominated by the Student Senate, shall be appointed in April of each year by the President of the University to hear academic grievances brought by students against faculty members and to attempt to resolve those grievances fairly and equitably on the basis of the prevailing rules and regulations of the University. The two Faculty Senate members and the two Student Senate members, other than Vice Presidents, shall hold two-year terms of office. The Committee members shall have their terms of service on the Committee staggered in such a way that at any given time the Committee shall have as members one student and one faculty member each in his second year of service on the Committee and two students and two faculty members each in his first year of service on the Committee. The Faculty Senator in his second year of service on the Committee shall be the Chairman of the Committee.

In order that the Committee may function continuously, the President of the University may appoint, if necessary, alternates to the Committee.

If the Committee can effect no satisfactory solution to a grievance, the Committee shall forward its findings with appropriate recommendations to the President of the University via the Vice President for Academic Affairs and the Vice President for Student Affairs.

The rules and procedures followed by the Committee shall be published in the University Student Handbook.
Rules and Procedures of the Student Relations Committee

1. A student may have his grievance against a faculty member brought before the Committee by presenting a written statement detailing the grievance to any member of the Committee.

2. The Committee member who received the grievance immediately will deliver the grievance to the Chairman of the Committee, who will appoint a subcommittee of three Committee members to investigate the grievance.

3. Three Committee members appointed by the Chairman will constitute the Subcommittee to Investigate the Grievance. Each Subcommittee will include at least one faculty member and at least one student member. One faculty Subcommittee member shall be appointed as Chairman of the Subcommittee.

4. The Subcommittee to Investigate the Grievance will attempt to gather all information pertinent to the grievance in separate meetings with the faculty member against whom the grievance was made, with his department head, if necessary, with his academic dean, if necessary, with the student making the grievance, and with other students who may give information concerning the grievance.

5. If at all possible the Subcommittee to Investigate the Grievance will attempt to shield the identity of a student making a grievance from all other parties involved in the grievance.

6. Likewise, the Student Relations Committee will attempt to shield the identities of all parties to a grievance from the Clemson University community and from the general public.

7. The Subcommittee to Investigate the Grievance will formulate and seek to obtain from all parties involved in the grievance approval for written findings and recommendations for solution to the grievance.

8. The Committee meeting in executive session will consider the grievance and the solution to the grievance posed by the Subcommittee to Investigate the Grievance.

9. If the Committee and all parties to the grievance approve the solution to the grievance posed by the Subcommittee to Investigate the Grievance, the matter of the grievance will be considered closed when the solution has been effected.

10. If the Committee disapproves the solution to the grievance posed by the Subcommittee to Investigate the Grievance, then the Subcommittee to Investigate the Grievance with the advice of the Committee should pose and seek to obtain from all parties to the grievance approval for another solution to the grievance.

11. If the Subcommittee to Investigate the Grievance cannot obtain from all parties to the grievance approval for any solution to the grievance acceptable by the Committee, the Committee will provide opportunity for a Hearing
on the Grievance at a time convenient to all parties to the grievance. Either party to the grievance may petition for a Hearing on the Grievance.

12. The Hearing on the Grievance will be informal. Minutes will be recorded by a stenographer. All parties to the grievance and all who can supply information pertinent to the grievance should be present at the Hearing and should be given ample opportunity to be heard.

13. Upon conclusion of the Hearing, the Committee, meeting in executive session, shall seek to reach unanimous agreement among those Committee members present to a solution to the grievance. If the Chairman can persuade all parties to the grievance to accept the unanimous Committee solution to the grievance, the matter of the grievance will be considered closed when the solution is effected.

14. If, after conclusion of the Hearing on the Grievance, the Chairman cannot obtain from all parties to the grievance approval for the solution to the grievance decided unanimously by the Committee members present at the Hearing, the grievance will be referred to the President of the University via the Vice President for Academic Affairs and the Vice President for Student Affairs with the Committee solution as the recommended solution to the grievance.

15. If, after the Hearing on the Grievance, the Committee cannot reach unanimous agreement on a solution to the grievance, the grievance will be referred to the President of the University with a recommended solution to the grievance decided by the Committee by simple majority vote of the Committee members present at the hearing.

16. When at least one party to the grievance fails to accept the Subcommittee solution to the grievance but the Hearing on the Grievance is not held, the Committee will proceed as in 13, 14, and 15.

17. The Chairman shall keep in confidence all records pertinent to each grievance and pass these records to the Committee Chairman who succeeds him.

18. The Chairman should make every effort to inform the University students and faculty of the existence, function, and rules and procedures of the Student Relations Committee.

19. Five Committee members shall constitute a quorum for transaction of Committee business.

20. The Student Relations Committee shall meet as often as necessary to swiftly dispense with grievances brought before the Committee.

21. The Committee shall seek the advice of the University Counsel in its deliberations and in the preparation of its findings and recommendations concerning grievances.

22. These rules and procedures can be amended by unanimous vote of Committee members present at any meeting of the Committee. Notification of any amendments to these rules and procedures should be given to the President of the University via the Vice President for Student Affairs and the Dean of the University. Notification of any amendments also should be given to the Presidents of the Faculty and Student Senates.
RESOLUTION

Scheduling Outside Speakers

Whereas the Speaker's Bureau is charged with the responsibility of presenting to the Student Body and the University Community a program of timely and provocative speakers which contributes to the accomplishment of the educational objectives of the University

Whereas Funds for the Speaker's Bureau are derived from Student Activity Fees, and

Whereas a significant percentage of the student body and university community cannot attend programs held in the afternoon because of required academic activities, and therefore derive no benefit from these programs; therefore

Be it resolved that the Speaker's Bureau adopt the policy of scheduling these programs during evening hours which would conflict with the least number of scheduled academic activities.
Attachment E
Faculty Senate
March 13, 1973

RESOLUTION

Student Parking

Whereas it is the feeling of a significant portion of the Clemson faculty that student use of temporary permits to park in faculty parking areas has been grossly abused;

Be it resolved that this faculty Senate calls upon the proper authorities to institute the following recommendations:

1. No student should be issued a temporary parking permit without proof of a truly disabling health condition.

2. Such temporary parking permits should be issued only to the person with such a disabling health condition.

3. No such temporary parking permits should be issued for more than a period of seven days unless the disabling health condition is permanent.

4. Such seven day temporary parking permits should be renewable so long as the disabling health condition continues to exist.
MINUTES OF THE MEETING OF THE FACULTY SENATE

March 27, 1973 Room 115, Lowry Hall

The meeting was called to order at 4:10 p.m. by President Rogers, who reported that the special meeting was called to discuss the proposed honor system for Clemson University.

President Rogers presented W. V. Bost, Assistant to the Vice President for Student Affairs, who presented the honor system proposal to the Senate. After the presentation, Professor Rimkus moved that the Faculty Senate not endorse the proposed honor system, and that the proposal be returned to the Admissions and Scholarship Committee for further study and improvement. The motion was seconded. In the following discussion, several senators pointed out that academic affairs should be handled by the faculty and not by students as the proposal seemed to dictate.

The motion carried.

There being no further business, the meeting adjourned at 5:10 p.m.

Respectfully submitted,

B. J. Skelton

Absent from meeting: D. O. Ezell
J. A. Hash
A. R. Abernathy
W. Baron
E. P. Arnold
MEMORANDUM

TO: Faculty Senate
FROM: Advisory Committee of the Faculty Senate
SUBJECT: Nominations for 1973-74 Officers

The Advisory Committee of the Faculty Senate proposes the following slate of nominations for officers of the Faculty Senate for the year 1973-1974.

President
J. D. Fulton
W. F. Steirer, Jr.

Vice President
W. F. Beckwith
T. E. Skelton
W. E. West

Secretary
P. T. Holmes
R. D. Shannon

These will be voted on at the April 10 meeting.
Minutes of the Meeting of the Faculty Senate

April 10, 1973

Olin Hall Auditorium

President Rogers called the meeting to order at 4:15. The minutes of the meetings of March 13 and March 27 were approved as circulated.

President Rogers presented the slate of nominations for officers of the Faculty Senate for the year 1973-1974 proposed by the Senate's Advisory Committee. They were: President: J. D. Fulton and W. F. Steirer; Vice-President: W. F. Beckwith, T. E. Skelton, and W. E. West; Secretary: P. T. Holmes and R. D. Shannon. The following officers were elected: President: J. D. Fulton; Vice-President: W. E. West; Secretary: R. D. Shannon. Since the outgoing Secretary, B. J. Skelton, was absent, Prof. Shannon assumed his responsibilities immediately.


President Rogers reported on meetings he had had with Dean Victor Hurst regarding three resolutions passed by the Senate at the February meeting. Dean Hurst declined to accept either the resolution that extension faculty be considered for tenure when they qualify, without regard to the date academic rank was granted, or the resolution regarding the nature of the committees established to aid in the appointment of college deans. Although he responded favorably to the resolution revising University policy on annual leave for faculty members on 12-month appointments, he requested that it be rewritten.

President Rogers also reported that the Student Senate Bill No. B-72-05 regarding the policy on excused absences for students has been substantially revised. He reported further that the Student Alumni Council has requested the Alumni Association to establish an "Alumni Master Teacher Award" to consist of $1000 and a plaque; the award will be started next year.

Prof. West for the Welfare Committee moved the adoption of the recommended rewording of the University's Annual Leave policy (see Attachment A). Prof. Baron submitted an amendment to change the policy for 9-month faculty members so that it would be identical to that for 12-month employees (see Attachment B). The feeling of some Senators was that the two proposals should be tied together;
the 12-month faculty desired rapid enactment of the revision, but the majority felt that the extension to include 9-month faculty members requires careful deliberation. After the failure of an attempt to send just the amendment to the Welfare Committee for consideration, the Senate voted to send both the resolution and the amendment to the Welfare Committee for consideration.

Prof. West also reported that Dean Hurst is preparing information on faculty salaries by colleges.

Prof. Sherrill reported for the Research Committee on the study of the University's system which determines how indirect costs are to be used as a basis for research proposals. Prof. Sherrill pointed out that although the calculation is done in a "reasonable and accurate" way, the distinction between instruction and research is not clearly made. The University, he argued, should provide financial support for research faculty in the instructional capacities. In general, he has found widespread ignorance about the topic. Copies of the Research Committee's report on indirect costs are available upon request from Prof. Sherrill (103 Kinard).

For the Committee on the Motor Pool, it was reported that additional cars should be available by August.

Prof. Castro moved the adoption of a Resolution of Appreciation to the Thomas M. Hunter family for endowing a Chair in Bioengineering (see Attachment C), and Prof. Dillon moved the adoption of a similar Resolution of Appreciation to Mrs. F. Marshall Jordan for providing funds toward the construction of a biological sciences building (see Attachment D). Both resolutions were adopted unanimously.

The Advisory Committee was elected for the coming year. In addition to the new President, Vice-President, and Secretary, it includes T. R. Adkins (Agricultural Sciences), K. E. Carpenter (Architecture), J. E. Matthews (Education), W. F. Beckwith (Engineering), H. J. Grove (Forest & Recreation Resources), C. W. Roberts (Industrial Management & Textile Science), W. F. Steirer (Liberal Arts), S. Sullivan (Library), M. A. Kelly (Nursing), and M. D. Sherrill (Physical, Mathematical & Biological Sciences).

Prof. Hodges moved that the Senate go on record for commending the "industrious and efficient" way in which Prof. Rogers had served in his capacity as President. The Senate was unanimously moved to applaud Prof. Hodges' commendation.

Prof. Beckwith pointed out that recent accidents indicated the need for bicycle paths on campus.

Prof. Fulton assumed his responsibilities as President. He pointed out that there is much work to be done involving the University budget, grading systems, honor systems, faculty leave, the motor pool, and other matters. He requested that Senators
follow the proposal by Profs. Adkins and Camper that all items of new business be made available to the Senators one week prior to meetings. He also noted that the Senate will commence numbering resolutions for easier reference.

The meeting adjourned at 5:30.

Respectfully submitted,

Russell D. Shannon
Secretary

Members absent: D. O. Ezell; W. R. Bauld; C. W. Roberts.
ANNUAL LEAVE (VACATION)

The employment of full-time members of the teaching faculty for the regular two-semester academic session presumes ample time for vacation in the summer interval between sessions, at the Christmas interval between semesters, and during the spring vacation. No annual leave is provided. Teachers may be called on to return to active duty sufficiently in advance of the opening of a new session for preparation for that session. Each academic session officially begins August 15 and ends May 16.

For faculty members employed for 12 months, the following policy statements on annual leave (vacation) will apply.

The leave year shall begin on January 1 and end on December 31.

Annual leave (vacation) shall accrue at the rate of 24 working days per year but not more than 45 days may be carried forward into a new leave year. Leave accrues continuously at the rate of 2 days per month.

Emergency leave may be authorized by the Vice President for Academic Affairs, and advance leave up to 9 working days may be taken without loss of pay. In the event a faculty member resigns with a negative leave balance, his final pay check shall be reduced by the value of any leave used in excess of the amount accrued.

Requests for use of annual leave (vacation) must be submitted far enough in advance of actual need to assure prior approval by proper administrative authorities. Vacations shall be scheduled during periods of low workload to the extent practicable and shall be distributed in a manner to promote efficient operation of each activity.

Annual leave shall not be used for absence due to illness unless all accumulated sick leave has been exhausted, after which accrued annual leave may be utilized.

Annual leave shall accrue to a faculty member while in a leave-with-pay status, provided he returns to duty. Annual leave does not accrue during periods of leave without pay, or during terminal leave.

A regular employee who is separated, regardless of the reason therefor, after completing six months of continuous employment, shall be paid in a lump sum supplement to his final regular payment, the value of annual leave accrued but not taken, as of his final day at work; provided, that no such payment for unused annual leave shall exceed the value of the maximum number of days permitted by State Law.
Attachment B

AMENDMENT TO THE RESOLUTION ON ANNUAL LEAVE

(1) Delete the entire first paragraph of the proposed resolution.

(2) Substitute: "It is proposed that the first paragraph of the faculty vacation policy as stated in the faculty manual be deleted." (This paragraph is the same as the first paragraph of the proposed amendment.)

(3) Change the first sentence of the second paragraph from "For faculty members employed for 12 months, the following statements on annual leave (vacation) will apply" to "For faculty members employed either for 9 or 12 months the following statements on annual leave (vacation) will apply."

(4) Change the first sentence of the fourth paragraph from "Annual leave (vacation) shall accrue at the rate of 24 working days per year but not more than 45 days may be carried forward into a new leave year. Leave accrues continuously at the rate of two days per month" to "Annual leave (vacation) shall accrue at the rate of 18 and 24 working days per year for 9 month and 12 month employees respectively but not more than 45 days may be carried forward into a new leave year. Leave accrues continuously at the rate of two days per month. Nine month employees, who have employment during the summer, shall accrue vacation time for summer employment."
RESOLUTION OF APPRECIATION

Whereas normal funding of academic programs makes it difficult to attract those faculty with international reputations for academic excellence in particular areas, and

Whereas such faculty are of vital importance in research as a resource for existing programs as well as a catalyst for development of new research, be it

Resolved that the Faculty Senate of Clemson University recognizes the significance of the gift of the Thomas M. Hunter family and requests the President of the University to express our appreciation to the family for the establishment of the Hunter Endowed Chair in Bioengineering and to reaffirm to them our pledge to continue to make the University faculty and quality of effort emanating therefrom worthy of the confidence that they have shown in this Institution.
Attachment D

RESOLUTION OF APPRECIATION

Whereas the late F. Marshall Jordan, Clemson University Class of 1902, has bequeathed a substantial sum toward the construction of a biological sciences building at Clemson University, and

Whereas this building will fulfill a definite need in the development of basic biological sciences at the University, be it

Resolved that the Faculty Senate take due and proper notice of the gift and hereby express to Mrs. F. Marshall Jordan the appreciation of the Senate and that of the University faculty and administration for the funds provided; and be it further

Resolved that the Faculty Senate is in full accord with the naming of the new building to honor Marshall and Evelyn Jordan.
The following are facts:

1. The indirect cost rates for research at Clemson expressed as a percentage of salaries and wages are 55% for Agricultural Sciences and Experiment Station and 62% for all other colleges.

2. Indirect costs are audited annually for Clemson by an outside accounting firm. Research costs are also audited by the Federal Government. Currently these audits are done by the Dept. of H.E.W.

3. After determining these indirect costs Clemson submits a request for a new indirect cost rate to the cognizant federal agency (HEW). The agency may accept, reject or negotiate the requested rate. The present rates were determined for the fiscal year ending June 31, 1969 and accepted in 1970.

4. By agreement with HEW and as a matter of University policy Clemson cost shares an amount equal to ten percentage points of the indirect costs on grants from federal agencies.

5. Clemson will negotiate the cost sharing on a specific proposal at the request of the funding agency.

6. Clemson may under some circumstances (eg 5 above) cost share more than 10% of salaries & wages. This decision is made by the Dean of the University when in his opinion it is beneficial to the University to do so. This decision is generally made on the advice of the Dean of Graduate Studies and University Research. Such decisions are not made by the Office of Business and Finance.

7. Several institutions in the Southeast have indirect cost rates which are significantly lower (eg. USC, UNC) than Clemson. Clemson's rate is one of the highest in the Southeast.

The following are opinions of the Research Committee of the Faculty Senate:

1. The current indirect cost rates at Clemson are determined in a reasonable and accurate way and do represent fairly those costs of research not included in the direct costs.

2. Dean Brownley correctly described the role of research in his directive on cost sharing dated February 3, 1969, in which he said "The conduct of research is a significant function and an important responsibility of institutions of higher education. In addition to contributing to the advancement of knowledge,
academic research is an essential element in the advanced training of scientists and engineers."

Since research is required in advanced training, there is at this level no clear distinction between research and instruction. In this context, funds which support research may make a significant contribution to advanced instruction. Therefore while technically acceptable to government auditors the apportionment of indirect costs between instruction and research is at least as subjective as the distinction between the activities.

(3) In many instances the funds sought by Clemson faculty are for research that will contribute directly to the objectives of the graduate program. Sometimes the research is already being pursued as departmental research and therefore funded as an instructional activity.

(4) In many areas federal research funds have become very limited and the competition for them is extremely keen. Those proposals with lower costs may have a greater chance of acceptance in these cases.

(5) When the conditions described in (3) and (4) above apply, it is beneficial to the University to cost share a substantial part of the indirect costs. Further, the Office of University Research should in these cases actively assist the faculty member by advising him of ways in which he might lower the costs (direct as well as indirect) of the research to make his proposal more competitive.

The following are comments of a speculative nature:

(1) When a faculty member receives outside support for his research, departmental funds which were being used to support this faculty member may then be used to support other departmental research. Every program in the department benefits thereby. At the college and departmental levels these benefits are obvious to everyone. Monies for costs sharing do not come from departmental or college budgets but must be "found" by the Dean of the University elsewhere. This has led in the past to disagreements between administrators at different levels as to the merits of cost sharing. There is built into the organizational structure a kind of conflict even though everyone is trying to serve the best interests of the University. Maybe cost sharing monies should be provided at the administrative level at which the benefits of outside funds are most fully realized.

(2) Indirect costs recovered by the University are classified as miscellaneous revenue. Under any scheme in which the University budget is determined by need (e.g. formula budgeting) the revenue provided by the state is the difference between
needed funds and revenue obtained from other sources. Under any such budgeting scheme the total funds available to Clemson would be independent of the amount of indirect costs recovered.
SOME DETAILED INFORMATION ON
INDIRECT COSTS OF RESEARCH

As background for this report we recommend the ten page booklet Direct and Indirect Costs of Research at Colleges and Universities, by the Commission on Federal Relations of The American Council on Education. Published 1969 by American Council on Education, 1785, Massachusetts Avenue, N.W. Washington, D. C. The Office of University Research will provide a copy of this booklet on request.

The information contained in this report was obtained from the following sources: The booklet mentioned above, The office of University Research, The office of Business and Finance, and inquiries addressed to other universities in the Southeast.

A summary of indirect costs at Clemson for the period 1967-71 is given on page 2. Note that the first rate quoted is for Agricultural Sciences and Experiment Station and the second for all other schools and colleges. The rates are expressed as a percentage of salaries and wages.

The indirect costs at Clemson are divided into seven categories. The contributions of each of these categories to the overall rates for 1971 are given below.

<table>
<thead>
<tr>
<th>Category</th>
<th>Agricultural Sciences and Experiment Station</th>
<th>All other Schools and Colleges</th>
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</thead>
<tbody>
<tr>
<td>Building Use</td>
<td>2.11</td>
<td>4.80</td>
</tr>
<tr>
<td>Equipment Use</td>
<td>4.62</td>
<td>5.28</td>
</tr>
<tr>
<td>Library</td>
<td>1.13</td>
<td>1.12</td>
</tr>
<tr>
<td>Physical Plant</td>
<td>11.22</td>
<td>22.51</td>
</tr>
<tr>
<td>Administration and General</td>
<td>5.99</td>
<td>5.46</td>
</tr>
<tr>
<td>Indirect Departmental</td>
<td>22.51</td>
<td>26.46</td>
</tr>
<tr>
<td>Research Administration</td>
<td>15.18</td>
<td>.85</td>
</tr>
<tr>
<td></td>
<td>62.76%</td>
<td>66.48%</td>
</tr>
</tbody>
</table>

The costs for the year ending June 30, 1972 were audited by the U. S. Department of Health Education and Welfare during November and December 1972 but these rates are not yet final.

The categories above have the following meanings:

Building Use - depreciation of buildings at 2% of the original cost per year. The fraction of this figure attributable to organized research is the fraction of the building actually used for research. This information is

*not departmental research
### SUMMARY OF AUDITED INDIRECT COST RATES* AND COMPUTER CENTER HOURLY RATES

Clemson University 1967-71

<table>
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<tr>
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<tbody>
<tr>
<td>Research**</td>
<td>54.78%</td>
<td>64.42%</td>
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* Expressed as a percentage of Salary & Wages.
** First percentage SCAES, Second Percentage All other Colleges.
*** 1972 unaudited rate $350/hour.
supplied by the Departmental Head on his space utilization form.

Equipment Use - depreciation of capital equipment at 6 2/3 % per year. The fraction of this figure attributable to research is the ratio of salaries and wages for organized research* to the total salaries and wages.

Physical Plant - cost of utilities, janitorial services, fire and police protection, grounds and building maintenance. The fraction attributable to research* is determined from the departmental space utilization forms.

Administration and General - Administration above the college level, accounting, office of business and finance, planning, communications.

Indirect Departmental - Administration and other costs at the college and departmental level. The fraction of such costs attributable to research is the ratio of organized research* salaries and wages to total salaries and wages.

Research Administration - personnel and other costs of offices responsible for administering research

It is clear from the preceding information that in each case the fraction of an indirect cost which is attributed to research is determined in an appropriate way. As a specific example within the indirect departmental category suppose that a department head earns $25,000 per year. Suppose that his total salary budget for the department is $200,000 of which $50,000 in salaries and wages are paid by research grants from federal agencies. Suppose further that the department head indicates on his effort report that he spends 40% of his time on instruction and departmental research and 60% of his time on indirect administration. The department head's salary is then divided into the following categories:

Direct cost of instruction: \(40\% \times \$25,000\) = $10,000

Indirect cost of instruction: \(60\% \times \$25,000 \times \frac{\$150,000}{\$200,000}\) = $11,250

Indirect cost of organized research

\(60\% \times \$25,000 \times \frac{\$50,000}{200,000}\) = $3,750

Total $25,000
Clearly reducing the salaries and wages budgeted in a proposal reduces the direct costs and the indirect costs as well. Presently there are two administratively accepted justifications for reducing the salaries, requested in a grant proposal or project.

a. If the grant (proposal or project) is intended to gain additional financial support for an on-going research project, then the salary for the principal investigator may not appear in the budget. This is applicable only if the research grant does not require additional effort of the principal investigator.

b. Certain administrative organizational arrangements allocate certain work-load units (hours, etc.) for the individual who directs a graduate student's research. Under this situation if a faculty member directed the research of a number of graduate students, he then would be credited with an appropriate fraction of his required academic load. His effort for directing research is then covered by the academic budget. Thus, a grant proposal requesting funds for the support of the graduate students' research may exclude academic year salary in the budget.
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