

Regional Campus Senate Meeting
Union Regional Campus
Minutes: November 11, 1977

Guest Speaker

Prior to the General Session, Chairperson John Samaras introduced Robert W. Denton, Assistant Vice President for Finance, who addressed the Senate on the South Carolina Formula and the changes President Holderman would like to inaugurate. The Formula currently funds the University on the basis of predicted enrollment, and funding for physical-plant operation and expansion is based on an average of the past three years' expenditures.

This year, the University has received only ninety-two percent of the funds it would have been granted under full-formula funding, and the State Budget and Control Board's recommendations, now pending before the General Assembly, request less than ninety percent of full-formula funding for next year, although they do contain provisions for a four percent cost-of-living and a five percent merit increase for the faculty. Even if the recommendations are accepted, therefore, the University would still be short of operational funds.

President Holderman's approach to this problem is to request legislative action on three crucial matters:

1. That the University receive full funding, instead of less than ninety-percent funding, according to the Formula;
2. That the line-item budget which goes into effect next year include a provision for five-percent flexibility;
3. and that the new bookkeeping procedure, responsible for the University's loss of 1.7 million dollars in fringe benefits in the last year, be altered so that money received in the form of student fees will once more generate fringe-benefit funds.

A brief question-and-answer session followed Mr. Denton's presentation.

Call to Order and Correction of the Minutes

The Regional Campus Senate Meeting was called to order by Chairperson John Samaras (Lancaster). The Chair called for corrections of the minutes of the September 23, 1977, meeting. No corrections were made, and the minutes were approved as distributed.

Reports from Standing Committees

Rights and Responsibilities. Chairperson Jimmie Nunnery (Lancaster) placed two motions before the Senate for approval:

Motion 1: The "Committee of Nine" shall henceforth be referred to as the "Two-Year Campus Promotion and Tenure Committee."

Motion 2: The Two-Year Campus Promotion and Tenure Committee shall be composed of one elected member from each two-year campus, one member from the Military Campus Organization, and five members to be appointed by the Office of the Vice President for Two-Year Campuses and Continuing Education.

Both motions carried with no discussion.

Financial Concerns. Chairperson Harold Sears (Union) pointed out that a comparison of average USC regional-campus salaries with those of two-year campuses in the Southeastern region shows that regional-campus salaries are below

average in all ranks, as is indicated in the following Table:

A Comparison of Faculty Salaries
at Southern Two-Year Campuses
(1976-77)

	Professor	Associate Professor	Assistant Professor	Instructor
SREB Region Average Salaries	\$16,615	\$14,493	\$12,429	\$10,982
USC Regional Campus Averages	-	13,842	10,090	10,652

In light of these figures, Chairperson Sears made the following motion:

The Financial Concerns Committee moves that the Regional Campus Faculty Senate formally support President Holderman's efforts to raise faculty salaries at least to the regional average and that individual faculty members are to convey this attitude to the appropriate legislators.

The motion was carried with no discussion.

John Samaras (Lancaster) pointed out that in the November 2 meeting of the University Faculty Senate, the President announced that the Commission of Higher Education has not approved a substantial portion of the proposed budget, and that the request for money to raise faculty salaries to the regional average was one part of that budget. President Holderman indicated that he is not going to let the matter drop and will continue to press for approval of the budget as it was submitted. The President asked that individual faculty members make every effort to obtain legislative support for this and the other programs he is trying to establish.

Intra-University Services and Communications. Pete Maness (Sumter) reported for Chairperson Mae Moore (Lancaster) who was unable to attend. His report indicated that the Committee's discussions centered on two items. First, the committee believes further steps should be taken to initiate departmental interaction between the Columbia campus and the regional campuses so that a student's transition from a regional campus into a degree program on the Columbia campus would be facilitated.

Secondly, the committee discussed the revision of the Faculty Manual and made the following suggestions to the committee revising the Manual:

- 1) The current Manual fails to specify how many office hours faculty members should maintain and the Committee suggested that formally establishing a minimum of six and a maximum of ten office hours a week would remedy the situation.
- 2) The explanation of procedures regarding tenure on page 21 of the Manual is inadequate, and the committee requests that it be clarified.
- 3) The committee pointed out a printing error on page 56 of the Manual.
- 4) Military Campus faculty members are not included in the Manual, and the committee believes this situation should be corrected.

Reports from Special Committees

Library Committee. Representative John Wright (Union) announced that the Committee had voted unanimously to approve the following items:

- 1) to increase the number of recalls of books from one a year to two a year.
- 2) to suspend check-out privileges for students who accumulate fines in excess of fifty dollars in a semester or who have been notified but have not returned at least three books that are thirty days or more overdue.

3) to suspend check-out privileges for faculty members if they refuse to return books upon recall for another person's use or refuse to return books at the end-of-the-semester recall. The procedure will be to have the library Director send the faculty member a letter requesting the return of the books. If this does not receive attention within two weeks, the faculty member will receive a letter from the Library Committee pointing out that a loss of check-out privileges will be incurred by continued lack of cooperation. A copy of this letter will also be sent to the appropriate department Chairman and Dean and the Provost.

Curricula and New Courses Committee. Representative Marnie Foster announced that the new University catalogue has incorporated course changes in the areas of General Studies, English, and Marine Science. Changes not submitted early enough to be included in the new catalogue were made in the areas of Nursing, Marine Science, General Studies, and Biology and are recorded in the minutes of recent meetings of the University Faculty Senate. It was also announced that the English Department is in the process of changing course requirements for the B.A. degree.

Representative Foster will make information concerning any of these changes available on request.

Faculty Welfare Committee. Representative Pete Maness announced that there have been three committee meetings since the last session of the Faculty Senate. The first was purely organizational and named Evelyn Garity (Music) chairperson. Other members of the committee are Dr. McColley (English), Dr. Furchtgott (Psychology), Dr. Frier (Business), Dr. Conner (Engineering), and Dr. Maness (Regional Campuses).

At the second meeting a representative from the Northwestern Mutual Life Insurance Company outlined the company's deferred compensation plan, which was given to the University Faculty Senate's Executive Committee for evaluation.

At the third meeting it was announced that the University Faculty Senate had passed a resolution requesting the Board of Trustees' help in decreasing the vesting period for the South Carolina State Retirement System from fifteen to five years.

The committee was also informed of a letter from Lynn McCalley, the President of the AAUP chapter at the University, in which she criticized USC departments for their failure to inform faculty members of the reasons for non-renewal of contracts. Although legal, this practice is in violation of AAUP guidelines and principles.

Approval of the deferred compensation plan discussed at the previous meeting is in process. Dr. Wesson's opinion was solicited, and he views the plan as another faculty benefit. The next steps are to solicit faculty interest and approval by the Board of Trustees, determine the plan's legality, and to determine what further action is necessary to initiate it.

Finally, Professor Maness announced that he had polled the other members of the committee on the subject of the usefulness of the twenty-four man promotion and tenure committee on the central campus. Their comments indicate that the committee does not function well, and they put forth the following reasons for dissatisfaction with it: although its aim of ensuring uniformity in promotion-and-tenure policy among various departments is a good one, the committee breeds resentment and distress among faculty members who feel evaluation of their performance by those in fields other than their own is objectionable, is unnecessary in strong departments and only perpetuates weaknesses in others, and fails to achieve uniformity in promotion-and-tenure policy because the requirements for membership in the committee varies from department to department.

Academic Affairs-Faculty Liaison Committee. Representative Jimmie Nunnery (Lancaster) announced that this Committee is also gathering information in preparation for presenting the Board of Trustees with a proposal for decreasing the vesting period for the Retirement System. Both this Committee and the Faculty

Welfare Committee will continue to work on the problem.

Ad Hoc Committee for Revising the Faculty Manual. Chairperson Harold Sears reported that the committee's work is progressing and invited suggested revisions from all faculty members and Senators. Additionally, the Committee plans to compare the Regional Campus Faculty Manual with the Columbia campus Manual to ensure that the two are in agreement in certain areas.

Academic Forward Planning Committee. Professor John Samaras (Lancaster) announced that he has been appointed as a member of this Committee representing the two-year campus system and will be reporting on the Committee's work. The primary purpose of the Committee is to consider President Holderman's five-year plan for the University.

Unfinished Business

Professor John Samaras (Lancaster) pointed out that in light of motions recently passed by the Senate, Article VI of the Senate By-laws require ammendment.

A motion was made to ammend Article VI to read

"The Executive Committee of the Regional Campus Faculty Senate shall consist of the officers of the Regional Campus Faculty Senate, the immediate past chairman of the Senate, and an at-large member."

The motion was passed unanimously.

New Business

Professor Jimmie Nunnery opened the discussion of the "Report from the Rights and Responsibilities Committee on the Promotion and Tenure Policies for the Regional Campus System" (see Appendix I) by announcing that various Senators had voiced objections to some items in the report.

In response to the objections the Committee made a motion to ammend the report by deleting Item 5 and substituting in its place "A campus may elect by a two-thirds vote of its faculty, to substitute for the interior committee, an internal procedure which integrates the same diagnostic review and input implicit in the proposed interior committee."

During the discussion of the motion the term "diagnostic review" was explained as including a review of the information requested on the Personnel Data Form (a copy of which is attached to Appendix I), and "input" was defined as including recommendations and letters from colleagues, academic officers, and any other documentation contained in the applicant's file.

The motion carried.

Professor Jimmie Nunnery proposed a motion that the Senate adopt Items 1-5 in the report. During discussion of the motion Professor Pete Maness (Sumter) presented a motion to ammend Item 5 by substituting "simple majority" for "two-thirds." After further discussion, Professor Nunnery moved to table Professor Maness' motion; the motion did not carry. Professor Maness' motion was once again presented to the Senate and was carried. Item 5 now reads: "A campus may elect, by a simple majority vote of its faculty, to substitute, for the interior committee, an internal procedure which integrates the same diagnostic review and input implicit in the proposed interior committee."

After further discussion, a vote was taken to adopt Items 1-5 of the report. The motion carried.

Professor Jimmie Nunnery moved that the Senate adopt Items 1 & 2 under the heading of "Changes in Promotion Criteria" in the report. The motion carried.

Mr. Edward Troublefield (Assistant Budget Director) introduced a further item of New Business by commenting on the Senate's motion to support President Holderman in his efforts to increase faculty salaries to the regional average. He approved the motion, but announced that the State Budget and Control Board is now in the process of recommending a four-percent cost-of-living increase and an additional five-percent merit increase for faculty members. He cautioned that faculty members who contact their legislators should point out that, if approved, the Budget and Control Board's recommendations would raise salaries to the point that they would be on a par with or slightly higher than the regional average.

Announcements

1. The reception following the Senate meeting was held at the home of Mr. Jack Whitener, Director of the Union Campus.
2. The Executive Committee will hold its next meeting on February 3, 1978.
3. The next Senate meeting will be on February 24, 1978 at the Lancaster Campus.

Adjournment

Its business completed, the Senate meeting was adjourned.

Respectfully submitted,

Beth Starnes
Recording Secretary

Elizabeth Dunlap
Secretary

Appendix I

A Report from the Rights and Responsibilities Committee on the Promotion and Tenure Policies for the Regional Campus System

The Rights and Responsibilities Committee has met to consider the Promotion and Tenure Policies for the Regional Campus System and hereby makes the following motions:

Changes in Procedure

1. Each Regional Campus shall have an interior Promotion and Tenure Committee; a minimum of one-half of the members of this committee shall be elected by the faculty. A faculty member would not serve on this committee during the year in which his or her case would receive active consideration.
2. Each faculty member shall complete the Tenure and Promotion File form.*
3. The Tenure and Promotion File form (including Faculty Member's Personal Statement) along with any recommendations from academic officers having supervisory duties over the individual and/or from colleagues, documentation and support shall constitute the Promotion and Tenure File. The interior committee shall examine the Promotion and Tenure Files of those individual faculty members being actively considered for promotion and/or tenure.
4. The Promotion and Tenure File containing the recommendation of the interior committee shall be submitted to the Director. The Director shall forward this file along with his recommendation, if any, to the Two-Year Campus Promotion and Tenure Committee.
5. The Military Campuses shall have representation on the Two-Year Campus Promotion and Tenure Committee.

Changes in Promotion Criteria

1. On page 18 of the Regional Campus Faculty Manual under Appointments: Qualifications and Requirements, Professor; replace "As a general guide line" with "Except in noteworthy cases".
2. In the same section under Associate Professor, add to the last sentence "and have a minimum of three years as an assistant professor and four years full-time teaching experience".

*A copy of this form is included as an attachment.

PERSONAL DATA
TENURE AND PROMOTION FILE

NAME: _____

ADDRESS: _____
 (Street) (City) (State)

EDUCATION (including graduate work since last degree)

List educational institutions attended subsequent to secondary school.

College, University, etc.	Location		From		To		Degrees and Major Field of Study
	City	State	Mo.	Yr.	Mo.	Yr.	

PERTINENT WORK EXPERIENCE (including teaching elsewhere)

Date Title Duties

Sign or Initial _____

Date _____

RECORD AT USC

Date

Action

(State whether original appointment, rank, title, promotion, tenure, etc.)

PROFESSIONAL ACTIVITIES AND MEMBERSHIPS

RESEARCH AND/OR PUBLICATIONS

(all research scholarships and creative work activities related to keeping current in a professional field)

(Add additional pages if necessary)

Sign or Initial _____

Date _____

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TEACHING RESPONSIBILITIES (courses, preparations and contact hours by type-
lecture, lab, etc.)

Other contributions to the welfare of the regional campus (or Greater University),
including campus activities and community services.

FACULTY MEMBER'S PERSONAL STATEMENT (optional- letter from applicant to explain
or clarify anything on this form and/or
to furnish any additional information)

(Attach additional pages if necessary)

Sign or Initial _____

Date _____