Having completed his planned remarks, the President invited questions from the Senators. Senator Williams inquired about the impact of a state revenue shortfall. Dr. Funderburk replied that, at this time, the shortfall would not have a direct effect on on-going programs. The President stated that we have so many good things going at Eastern that we are not going to allow this temporary set-back to have any great adverse effect on them.

REPORT FROM THE EXECUTIVE COMMITTEE: SENATOR GRISE

Senator Grise, representing the Executive Committee, gave the following report:

President Funderburk has approved the Academic Honesty Policy passed by the Senate last month contingent upon two minor changes. Mr. Giles Black, University counsel has identified two phrases whose vagueness might prove problematic. When these phrases are satisfactorily replaced the policy will be in place.

The President also approved essentially unchanged the policies on outside employment of faculty and outside employment of administrative staff passed by the Senate in 1981 and 1982.

Approval on these two policies at this time will permit their inclusion in the revised Faculty/Staff Handbook.

The revision of the Handbook is proceeding pretty much on schedule. It will go to the Board of Regents at their January meeting. The Handbook will not be perfect, of course, but it will be much more useful, I think, than anything we have had before.

The press of other business has prevented the Executive Committee from addressing the issue of the committee structure of the University this fall. But in January the Executive Committee will meet with University committee chairs to begin to identify problems in the present system and to explore ways to improve the system. Anyone who has ideas about how the University committee structure could be improved is encouraged to share them with a member of the Executive Committee.

The Senate has established three standing and four ad hoc committees since the beginning of the year. Thus, it seemed a good idea to provide senators with a* supplement to the committee list distributed early in the fall. The list contains the membership of all new committees except the Ad Hoc Committee on the Implementation of the Tenure and Promotion Guidelines, which reported to the Senate and was discharged at the November meeting.

You will notice on the list that Senator Patricia Costello has been elected to serve as chair of the Standing Committee to Administer the Excellence in Teaching Award. You recall that this year the membership of the Senate ETA committee and the University Improvement of Instruction Committee is identical and that there are two chairs, one for the Senate and another for the University.

Senator Agnes Christe has agreed to convene the Faculty Rights and Responsibilities and hold an election for chair.

*See Attachment #1 to these minutes.
FACULTY SENATE MINUTES
EASTERN KENTUCKY UNIVERSITY
March 7, 1983

The Faculty Senate of Eastern Kentucky University met at 3:30 p.m., Monday, March 7, 1983, in the Faculty Dining Room of the Powell Building. With a quorum present, Chair William Morrow called the meeting to order.

The following members of the Senate were absent:

Mr. Keith Algier
Ms. Joy Anderson*
Mr. Larry Gaines
Mr. David Gale
Mr. Bruce MacLaren
Mr. Bert Mutersbaugh*
Mr. Marion Ogden
Mr. Robert Ogle*

Mr. Robert Posey
Ms. Imogene Ramsey*
Mr. Don Ryoti
Mr. Joseph Schwendeman*
Ms. Shirley Snarr
Mr. Howard Thompson
Mr. Kelly Thompson*
Ms. Merita Thompson

Mr. Brian Bush and Mr. Mike Lamb from the Student Senate were approved by the Senate to make a presentation and to remain for the meeting, and Ms. Beth Wilson from the Eastern Progress was approved as a visitor. Mr. Robert Bagby, Mr. Jack Luy, and Mr. Donald Smith were faculty visitors.

Call to Order

Chairperson Morrow announced that President J. C. Powell was present and would address the Senate.

Address of the President

President Powell first reported to the Senate that the University Planning Committee has presented to the deans, chairs, and vice presidents a draft of the committee's report with a request that it be reviewed and reactions to it be returned to the committee.

He next addressed the problems he finds with the Guidelines for Off-Campus Employment Regarding Non-Professionally Related Outside Activities of Faculty and Administrative Staff, which was approved by the Senate at its January meeting. His primary concern is with the internal conflict between section 2, which encourages individuals voluntarily to discuss non-professionally related outside activities with their immediate supervisors, and section 3, which provides an approval process. Dr. Powell feels there is a need for a process which provides equity and uniformity of application. Secondly, Dr. Powell finds that these guidelines state the current situation but give no additional direction to the faculty about the appropriateness

*Denotes prior notification of absence to the Faculty Senate Secretary as mandated by the Revised General Rules of the Faculty Senate.
of the outside activity. He also feels that the reference to the AAUP-ACE conflict of interest statement in section 2b is not sufficient. A more explicit statement rather than a reference to a statement is necessary. President Powell stated that he is not rejecting the document but he feels the Senate might want to give further study to it.

Dr. Powell next noted that primarily he wanted to speak to the Senate concerning the Funding Formula and Funding Process of the Council on Higher Education. On Friday, March 11, 1983, the Council's Committee on Financial Affairs will hold a hearing at 10 a.m. in the Perkins Building on the Eastern campus. At that hearing the Council's staff will give an overview of the formula that has been developed, and there will be an opportunity for statements and reactions. President Powell gave some background information about Formula Funding, beginning with the Council's Mission Model which was used for recommendations for appropriations at the last legislative session. Several exceptions were taken to this formula. It set a difference in the level of importance of institutions. It could provide favorable funding for some institutions at the expense of the rest. The Governor and the leadership of the House and the Senate were convinced that there were enough problems with the formula that they made a compromise funding recommendation. The legislature enacted a statute that provided for the formula to be redeveloped, provided for hearings, and provided that the institutions should be involved in these hearings. Following the enactment of this legislation, the Council on Higher Education formed a Steering Committee, which named a Task Force. The Task Force met frequently and returned reports to the Steering Committee. As a result of these efforts, a revised formula was presented in January. It contains several important differences from the old formula, Mission Model. The primary difference is that under the new formula there will be common funding for common programs regardless of institution. Similarly, one aspect of research is commonly funded. (A second aspect of research is incentive funded.) There is also common funding in the area of general public service. In all areas of the formula, common funding principles are used. Under the old formula, for 1983-84 Eastern was 98.2% funded when comparing current state appropriations to the figure generated by the formula. Under the new formula Eastern is 87.5% funded. Summer school semester credit hours are included in the calculations under the new formula, while under the old formula they were not. With Eastern's relatively large summer program, this addition makes a considerable difference. Under the old formula there was a range of 50 points between institutions; under the new formula the range is 18.

President Powell stated that the presidents of the state's institutions of higher education recognized as a group that these institutions need a common ground of agreement so that higher education can attempt to redress the problem of the loss of percentage of the state's general fund that higher education receives. They also agreed that it was not the intention of any institution to improve its financial situation at the expense of any other institutions. With concurrence on these two concepts, the Presidents came to the position that they could accept the formula in total for use in making recommendations for appropriations for the next biennium, providing two things happened: that there would be a Formula Use Policy that would protect institutions by providing that each institution would receive an appropriation at least as large as the one it received in 83-84 plus some
February 8, 1983

TO: Dr. J. C. Powell
President, Eastern Kentucky University

SUBJECT: Guidelines for the Non-Professionally Related Outside Activities of Faculty and Administrative Staff

The Faculty Senate, seated at its regular monthly meeting on January 17, 1983, passed the attached report from the Ad Hoc Committee on Off-Campus Employment Regarding Non-Professionally Related Outside Activities of Faculty and Administrative Staff.

Respectfully submitted,

J. Linward Doak
Secretary, Faculty Senate

cc John D. Rowlett
William Morrow
Charles Hilton, Chairperson, Ad Hoc Committee on Off-Campus Employment
III. Guidelines for the Non-Professionally Related Outside Activities of Faculty and Administrative Staff.

The basic responsibility for determining the appropriateness of any outside activity rests with the personal and professional integrity of the individual faculty or administrative staff member. Individuals should be guided by the following:

(1) Non-professionally related outside activity is any activity outside the person's field of teaching, research, or other professional responsibilities within the University and for which the person receives remuneration.

(2) Decisions concerning the appropriateness of any non-professionally related outside activity should be made considering the following factors:

a. Does the activity interfere with the individual's ability to perform his/her contracted responsibilities to the University?

b. Does the activity represent a conflict of interest?

(See the AAUP-ACE conflict of interest statement for further guidance.)

Additionally, individuals considering or engaged in non-professionally related outside activities are strongly encouraged to thoroughly discuss that activity with their immediate supervisor.

(3) Each individual faculty or administrative staff member must recognize that the University Community also has a vested interest in the appropriateness of any activity. Therefore, the University may refuse or deny an individual the opportunity to engage in non-professionally related outside activity if either of the two
questions is answered positively or if an individual is subsequently found to be engaging in an activity that conflicts with any area of concern noted above.

(4) A full-time faculty or administrative staff member who is refused or denied the opportunity to engage in non-professionally related outside activity may appeal this refusal or denial through the appropriate appeal channel.

(5) University resources are not to be used for non-professionally related outside activities unless the faculty/staff member has contracted for these services.
Committee on Rules

Senator Riggs reported that the Committee on Rules is working, particularly in the areas of ambiguity and of sex-fair language in the Senate rules, and will soon bring a report to the Senate.

Reports from Ad Hoc Committees

Committee to Study the Organization of the Faculty Senate

Chairperson Morrow noted that the Committee to Study the Organization of the Faculty Senate, Ms. Virginia Falkenberg chair, has sent an informational announcement to all members of the faculty asking for suggestions of questions which this committee should consider.

Old Business

Chairperson Morrow reported that he had received a memorandum from the Ad Hoc Committee on Faculty Rights and Responsibilities asking that the Senate take action on their report and that the committee continue in existence until the President and the Board of Regents have acted upon their report. Senator Hart, in presenting the report, first remarked that the report was intended to establish minimum standards for procedures, allowing exact determination of those procedures to the individual units of the University. He then moved that the Senate accept the written report of the committee.\footnote{1} Senator Fox provided a second. Senator Beeler asked for clarification of point 1e, which Mr. Hart provided. Senator Gale asked if the report should not first be discussed with departmental chairs. Mr. Morrow noted that the chairs had seen the original document that was used to prepare this report. Senator Powell asked if the intent of this document were to replace current guidelines of colleges. Senator Long responded that those departments having suitable guidelines which concur with those of their colleges would document those guidelines by having them recognized as official. Senator Rowlett suggested that college and departmental committees should have the opportunity to examine the report in final form before action is taken by the Senate. Senator Fox then moved to table the report until the next Faculty Senate meeting. Senator Powell seconded this motion. The motion passed unanimously. Senator MacLaren then moved that the document be distributed to the faculty at large. Senator W. Sexton provided the second. The motion carried without dissent.

Mr. Charles Hilton, chair of the Ad Hoc Committee on Off-Campus Employment, was invited to present the report of this committee regarding non-professionally related outside activities of faculty and administrative staff.\footnote{1} This report is a reworking of a report previously discussed by the Faculty Senate at the April, 1982, meeting. Mr. Hilton noted that hearings were held by this committee in October and that copies of the document were circulated to the entire faculty and staff. The University attorney, Mr. Jack Palmore, has also been contacted, and his suggestions have been incorporated into the document. In the committee's deliberations several non-substantive changes were made to the original document: a parenthetical comment in item 2c was added, and the words "normal university business hours" were included in item 3. Senator Kelley moved to accept this new document, seconded by Senator Fox. Senator M. Thompson expressed concern that many various interpretations might be used in 2c. She moved to amend the document to delete section 2c. Senator Hart seconded the motion. In the discussion which followed, Mr. Hart suggested that "illegal" might be substituted for "spurious"
for clarity. Senator Blanchard defended section 2c, saying that the introduction states that the interpretation rests with the individual. Ms. Thompson noted that section 4 suggests that someone other than the individual might make these decisions. She suggested that if the document were concerned with "legal" rather than "moral" activities, the document should say that. Mr. Morrow asked the opinion of the University counsel of the University's legal rights to define the activities of faculty members during "off-time" hours. Mr. Hilton responded that 2c had been incorporated as a result of one of Mr. Palmore's suggestions. Discussion followed concerning the ambiguity of 2c in particular and the advisability of passing legislation that authorizes the University to have jurisdiction over activities outside both the professional responsibilities and time frame of the particular faculty member.

Senator Rowlett shared the language of the statement in the current Faculty-Staff Handbook concerning professionally related outside activities. Senator Bland asked if outside activities were not much broader than outside employment. Mr. Hilton replied that the intention of the document was for remunerative outside activities, as stated in item 1. Ms. Thompson wondered whether it is possible to devise guidelines for individual behavior outside of University activities. She asked for a specific example that could be agreed was a discredit to the University. Senator Kelley responded that the committee chose not to give such an example, but that the committee had been asked to bring policies and guidelines and this they had done. The Senate then voted on the motion to delete item 2c. The motion carried. Senator Powell then noted that he felt section 3 as worded was unfair to those faculty members whose contract teaching does not conform to "university business hours." He then moved to delete item 3. Senator M. Thompson seconded. Following discussion of the definition of "normal duty hours," the amendment was withdrawn in favor of an amendment provided by Senator Rowlett. He moved that the statement "except in cases where the faculty and administrative staff member's work schedule is other than the normal university business hours" be added to item 3. Senator Gaines seconded this motion. Senator Hart felt that 2a makes 3 redundant. Senator Ogden asked about summer employment. Senator Rowlett replied that the guideline was in effect only during the contract period. Senators Kuhn, Fox, and Weaver felt that this item is not needed. Senator Rowlett responded that people want guidance. The Senate then voted on this amendment which was defeated by a standing count, 18 in favor and 28 opposed. Senator Fox then moved that item 3 be deleted. Senator Weaver seconded the motion. This motion passed. Senator Fox then noted that the previous document had carried an item 6, a statement that University resources are not to be used for non-professionally related outside activities. After some discussion about whether it was in fact included in the document that was previously tabled, Mr. Fox moved that item 5 (as renumbered with the deletion of section 3) be added and read "University resources are not to be used for non-professionally related outside activities unless the faculty or staff member has contracted for these services." Senator Powell seconded the motion. Discussion followed. Senator Weyhrauch then spoke of the ambiguity of the document and the fact that editorial changes which were being made on the floor of the Senate should be done in committee. The motion on the floor then came to a vote and carried. Senator W. Sexton stated that so many changes had been made to the document that he would move to table the document for further consideration by the Executive Committee. Senator Myers seconded the motion. By a standing count the motion carried 29 to 14.
MEMORANDUM

TO: Faculty Senate

FROM: Ad Hoc Committee on Off-Campus Employment
         (Senator Kelly, and non-senators Hilton (chair), Keefe, Moretz, Teague, and Turpin)

SUBJECT: Follow-up Report and Recommendation

DATE: October 27, 1982

In accordance with the instruction of the Faculty Senate, April 5, 1982, the Ad Hoc Committee on Off-Campus Employment scheduled and held open hearings on the "Guidelines for the Non-Professionally Related Outside Activities of Faculty and Administrative Staff". These hearings were held October 20 and 21.

In addition, the University attorney, Jack Palmore, was asked to review the Guidelines. His suggestions, along with others, are incorporated in the attached revision of the Guidelines.

The Committee recommends that the Senate approve the Guidelines as written and that it be forwarded to the President for his consideration.

Further, we recommend that the Committee, having completed its task, be dissolved.
III. Guidelines for the Non-Professionally Related Outside Activities of Faculty and Administrative Staff.

The basic responsibility for determining the appropriateness of any outside activity rests with the personal and professional integrity of the individual faculty or administrative staff member. Individuals should be guided by the following:

(1) Non-professionally related outside activity is any activity outside the person's field of teaching, research, or other professional responsibilities within the university for which the person receives remuneration.

(2) Decisions concerning the appropriateness of any non-professionally related outside activity should be made considering the following factors:

a. Does the activity interfere with the individual's ability to perform his/her contracted responsibilities to the University?

b. Does the activity represent a conflict of interest? (See the AAUP-ACE conflict of interest statement for further guidance).

c. Does the activity bring discredit to the individual or the University? (A faculty member is recognized in the community as a member of a learned profession, and a representative of an educational institution. This special position in the community imposes an obligation on the individual, i.e., spurious non-professionally related remunerated activities may degrade the University and/or the individual's profession).

Additionally, individuals considering or engaged in non-
professionally related outside activities are strongly encouraged to thoroughly discuss that activity with their immediate supervisor.

(3) Non-professionally related outside activities of faculty and administrative staff must be limited to and performed during times other than normal university business hours.

(4) Each individual faculty or administrative staff member must recognize that the University Community also has a vested interest in the appropriateness of any activity. Therefore, the university may refuse or deny an individual the opportunity to engage in non-professionally related outside activity if any of the three questions are answered positively or if an individual is subsequently found to be engaging in an activity that conflicts with any area of concern noted above.

(5) A full-time faculty or administrative staff member who is refused or denied the opportunity to engage in non-professionally related outside activity may appeal this refusal or denial through the appropriate appeal channel.
after approval by the Senate and the Board of Regents, he expects these statements will appear in the Schedule of Classes Bulletin. Mr. Powell inquired about study expectations for classes which include laboratories. Mr. Rowlett responded that there is ample room to adjust this standard to comparable expectations for a wide range of needed situations. Mr. Blanchard inquired about the number of hours available to a student who may be permitted to enroll in 21 hours. Mr. Rowlett responded that this document addresses requirements of the average student on this campus. Students who are well above average will find that this amount of time is not needed for each class and therefore can undertake 21 hours of course work, while students below average will find that more than the standard amount of time will be needed for class preparation. Mr. Curra inquired as to what is the maximum number of hours we can expect from students. Mr. Rowlett replied that there is no stated maximum but obviously we cannot insist on every hour of the 168-hour week for our full-time students. Mr. Rowlett concluded by emphasizing that in the past several years he had seldom if ever received comments from students that they had been overworked. With no further questions the Senate voted its approval of the document.

Recommendations from the EKU Women's Caucus

Chairperson Thompson recognized Senator Stanaland who moved approval of the following motion: That the Senate designate EKU Women's Caucus to study and make recommendations regarding the matter of sex bias in the language of University documents and communication and report their findings to the Senate. Motion was seconded by Mr. Sexton. Ms. Weaver requested that a copy of the guidelines on sex bias language be circulated by the EKU Women's Caucus and a visitor to the Senate, Ms. Grise, stated that this would be possible. Following a short amount of additional discussion, Senate moved approval of the motion.

Recommendations from the Ad Hoc Committee on Off-Campus Employment

Chairperson Thompson recognized Senator Gray who moved approval of the report\(^1\) of her committee. In this document, "Professionally Related Outside Activities" an editorial change is to be made under I, (9) -- second sentence to be deleted and replaced by: "Faculty members are required to include a description of the professionally-related outside activities as part of their annual report. This description should be in sufficient detail to meet accreditation standards." Senator Gray included in her motion a request that this document be forwarded to the President of the University for his consideration. Various comments followed a second to the motion.

Mr. Rowlett noted that this document now appears to comply with accreditation standards so long as a forthcoming document is capable of addressing non-professionally related outside activities. One senator inquired if all colleges of the university have an annual report which each faculty must submit. Mr. Rowlett stated they may not have annual reports now but it would be a good idea to have these reports within each of the colleges. Mr. Sexton inquired if this document should be approved now or held in abeyance until this or another committee has had time to act upon other aspects of this total subject. Senators agreed that the document should be considered this time and other aspects of the total subject should be considered separately. The Senate then moved its approval of the document. Ms. Gray next moved the Executive Committee appoint a committee
to develop 1) standards for professionally-related outside activities for the administrative staff of the University and 2) guidelines for activities not related to their profession for both administrative staff and faculty. Mr. Sexton seconded the motion and Mr. Powell inquired if non-professional outside activities mean paid and unpaid activities. Mr. Rowlett responded that while unpaid activities may be considered by this committee, the major concern is with paid activities. The Senate moved approval of the motion.

Adjournment

With no further subjects to come before the Senate at this time, Chairperson Thompson recognized Mr. Rowlett who moved adjournment. Following a second, Senate stood in adjournment at 5:00 p.m.

Respectfully submitted,

James M. L. Karns
Secretary

1Copies of this proposal have been distributed to all Chairpersons and Faculty Senators, and will remain a part of the permanent record of this meeting.
Inquiries to the Committee on Elections

Chairperson Stebbins asked if faculty had questions or comments for the chairperson of the Committee on Elections, Ms. Falkenberg. No questions or comments were voiced by the senators.

New Business

Chairperson Stebbins recognized Mr. Rowlett who moved acceptance of the Faculty Emeritus Status report. Mr. Thompson seconded the motion. Mr. Heberle asked if there would be a continuation of fringe benefits for Emeritus Faculty such as farm plots. Mr. Rowlett answered in an absolutely affirmative manner and requested that this information be recorded in the permanent minutes of the Faculty Senate. With no further questions, the Senate moved approval of the motion to accept the report on Faculty Emeritus Status.

Report from Ad Hoc Committee to Review Off-Campus Employment Policy

Ms. Gray was recognized to answer questions involving off-campus employment policy. She announced that hearings had been held on the subject on March 30 and 31, and distributed copies to the Senators of the concerns voiced by faculty at these hearings. Mr. Kuhn asked if faculty members are being penalized for going through proper channels for employment. Mr. Rowlett responded that he could not answer the question because there was not enough information available. Mr. Heberle addressed the issue of faculty employment by making several comments. First, he emphasized that several issues in the material circulated which were peripheral to the issue of faculty employment should be kept separate from the central questions. He asked the rhetorical question, "Is the University going to regulate cattle raising?" and then replied that he doubted it and felt that it would be more appropriate to take the University off the hook on such an issue. We should operate on the assumption that faculty are responsible to determine the time necessary for them to perform their teaching, research, and service duties. Faculty members should have the obligation to report such activities but need not seek permission to undertake outside employment. The University administrators in turn must judge if contractual obligations of each faculty are being carried out. If they are not being carried out, the faculty member should be so advised. The emphasis should be on a professional relationship between the University and the individual faculty member. Ms. Weaver asked if the employment here refers to professional employment. Ms. Gray answered in the affirmative. Ms. Lee-Riffe reinforced the comments of Mr. Heberle and moved to recommit the draft proposal to the committee for further study in light of the discussions in the Faculty Senate this day and comments from the hearings. Following a second by Mr. Rowlett, the Senate moved approval with the admonition that any Faculty Senator is invited to contact members of the committee to provide additional inputs on the proposed employment policy.

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1Report has been distributed to all faculty senators and chairpersons of the faculty. A copy will remain along with the permanent files and minutes of the Faculty Senate.

2A copy of this report will be retained along with the permanent records of the Faculty Senate.
If faculty in a college feel they are needed, they should establish a committee to revise the current questionnaire; (2) That the guidelines be once again distributed from the President's office to all faculty concerning the use and purpose of the evaluations; (3) That the present Ad Hoc Committee be dissolved. Following a second by Mr. Scorsone, the Senate approved the motion without dissent.

Report of the Ad Hoc Committee to Review Current Policy on Off-Campus Employment

Ms. Gray was recognized and moved that the report previously distributed be received by the Faculty Senate with action to be considered at its meeting on April 8. A second was provided by Mr. Cannon. Mr. Maclaren recommended that the distribution of this document be made to all faculty members. Ms. Gray concurred in this and stated that such distribution would be made through the Secretary of the Faculty Senate, along with a covering letter. Ms. Lee-Riffe requested that after the distribution of the document, the committee hold hearings prior to returning to the Faculty Senate. With no further comments or questions, the Senate moved approval of Ms. Gray's motion.

Old Business

- NONE -

New Business

Report from Council on Academic Affairs

Mr. Barr was recognized and moved that the Senate receive the proposed Faculty Emeritus Status document and plan to consider action on the document at its April meeting. After a second by Mr. William Sexton, the Faculty Senate approved the motion.

Mr. Barr moved approval of the option in Applied Ecology to the curriculum for the Master of Science degree program in Biological Sciences. Mr. Batch seconded the motion and the Faculty Senate approved.

AAUP Proposal

Ms. Gray was recognized and called the Senate's attention to the previously distributed proposal for Establishment of a University Committee on Faculty Rights and Responsibilities. She moved that the Faculty Senate receive this AAUP proposal and that an ad hoc committee (appointed by the executive committee of the Senate) study the proposal and develop recommendations for action by the Faculty Senate by the October 1981 meeting. Following a second by Mr. Thompson, the Senate approved the motion.

Resolution to Consider Faculty Research

Mr. Ryoti was recognized and after referencing the previously distributed document regarding this subject, moved that the chairperson of the Faculty Senate appoint an ad hoc committee to review the February 1981 letter from the group of
Mr. Sidney Clay raised the question concerning the amount of space available for administrative offices as compared to those when the institution had 2,000 students. The President responded by citing the rooms in the administration building which were converted from class rooms to offices at the time of the renovation of the building. He added that it was his estimate that the amount of office space had not been doubled.

President Martin observed that this addition would probably result in the loss of the drive at the rear of the administration building and two trees which presently stand in the drive. He added that the addition should improve the appearance of the building.

Mr. F. L. Dupree inquired as to the approximate cost of the addition. President Martin replied that it would be necessary to study the needs and work with an architect concerning the cost of the project. The President added that he was generally thinking in terms of from $500,000 to $750,000.

It was then moved by Mr. F. L. Dupree that the Board of Regents authorize the President to request the employment of an architect and to develop plans for an addition to the Central Administration Building to meet the needs of the institution during the next ten years. The motion was seconded by Senator Durham Howard and when the roll was called the following voted "aye": Mr. F. L. Dupree, Dr. Russell L. Todd, Mr. Sidney W. Clay, Mr. Earle B. Combs, Sr., and Mr. Durham Howard. Those voting "nay": none.

POLICY ON OUTSIDE EMPLOYMENT BY FACULTY MEMBERS

President Martin then presented to the Board the following statement which he had received from Dean Thomas F. Stovall, Vice President of Academic Affairs. He stated that the policy contained in this statement had been approved by the Council on Instruction and was submitted to the Board of Regents for its consideration.

September 30, 1966

TO: President Martin

FROM: Thomas F. Stovall

SUBJECT: Policy on outside employment

"On September 29, the Council on Instruction met to consider the report of a subcommittee which had worked out a statement of policy on outside employment. After much discussion, reworking, and rewording the Council unanimously approved the proposed statement which is attached.

"The Council sought to define a "happy medium" between the opposite extremes found elsewhere. We do not support unlimited and uncontrolled outside activity which saps the strength of the academic program, or an overly restrictive policy which prohibits outside professional employment, thereby limiting the growth of faculty and making it difficult to attract the kind of people university status demands. The members of the Council and I believe that the proposed procedure will provide the degree of control needed and that it would be unwise to set specific time and dollar limits. At least we would like to try this plan for a year to see how it will work.

"The Council recognizes the relationship between outside employment, off-campus teaching and in-service work with school systems. We feel that these latter matters should be studied and possibly redefined within the immediate future. It would appear that the Council favors a plan whereby these activities would be included within the contracted responsibility of certain faculty, with appropriate adjustment of on-campus teaching load and without extra compensation, save for expenses.

"If the attached statement of policy and proposed procedure meet with your approval, the Council recommends that it be submitted to the faculty for action at an early date. If you have questions, the Council welcomes an opportunity to meet with you."
POLICY ON
OUTSIDE EMPLOYMENT OF FACULTY AND STAFF

General Policy:

"Full-time members of the University faculty and administrative staff are expected to devote their major energies to their contracted responsibilities. However, it is recognized that certain forms of outside activity contribute to the professional development of the individual and reflect credit upon the University. Among these are the writing of articles and books; delivery of speeches and professional papers; engaging in individual research; and serving as a consultant to private business or governmental agencies.

"Whether such activities are performed gratis or the person receives remuneration, there must be no detraction from the individual's primary responsibility of direct service to the University. Each faculty member is obligated by professional ethics to keep his various activities in reasonable balance to make a careful determination of priorities. Administrative officers are responsible for helping these under their supervision to see their commitments in the light of the broad interest of the University."

Specific Interpretations Governing Outside Employment:

1. Before engaging in outside employment, regardless of frequency, duration, or remuneration, permission shall be obtained from the President of the University, or the official designated by him. Such requests must be submitted on the form provided for the purpose and are to be reviewed by appropriate officials before being submitted to the President for final action.

2. The nature of outside employment shall be such as to make a definite contribution to the professional growth of the individual and to reflect a desirable image of the University. No faculty or staff member shall undertake an activity for which he is professionally unqualified.

3. Full-time faculty shall be limited in outside employment to a maximum of four days per month, exclusive of work performed during normal holiday periods, vacations, and periods of unemployment. Reasonable modification will be made for part-time faculty.

4. Any interference with performance of university duties during normal duty hours may be cause for disapproval. Activity of an extra curricular nature during non-duty hours shall be subject to University disapproval if performance of normal duties are interfered with or if the faculty member's or institution's reputation is in any way compromised.

5. If the use of University equipment, facilities, or supplies is required, definite prior arrangements must be made with provisions for reimbursement when appropriate. In no case may such use be permitted to interfere with the normal University functions.

6. Only those individuals designated by the President shall be contracting agents for services to be rendered by the University or by other faculty members.