I. The meeting was called to order at 3:15 p.m. by Chairman Joe Weatherby.

II. The minutes of the November 26, 1974, meeting were approved as written.

III. All members were in attendance.

IV. Business Items

A. Senate and Committee Membership

It was M/S/P to make the following replacements in the Senate:

School of Agriculture - William Kurtz replacing R. J. Greffenius
School of Communicative Arts and Humanities - Stan Dundon replacing Mike Wenzl

The two new ASI representatives were announced as Steve McCutchen and John Martinez and Steve was introduced.

It was noted that according to the Senate Bylaws, all replacements are effective until the next regular election or until the individual that vacated the position returns.

It was announced that Joseph Romney would replace Max Riedlsperger on the Fairness Board while the latter is on leave.

B. Professional Responsibility Committee

Weatherby reported for Corwin Johnson that the Constitution and Bylaws Committee is waiting for final approval of the bylaws of the Professional Responsibility Committee from Don Shelton. The up-to-date copy of the Senate Bylaws has been prepared and will be distributed at the next Senate meeting, minus the statement on Professional Responsibility. The Committee hopes to have a final draft of the Constitution ready for Senate consideration in February.

V. Discussion Items

A. Open Discussion

It was M/S/P to make this a business item. Because there are other Senate channels of discussion and action, it was M/S/P (Saveker/Labhard) that no action be taken on this item.

B. Student Evaluation of Faculty

It was M/S/P that this be made a business item. It was M/S/P (Alberti/Labhard) that the Executive Committee call to the attention of the Personnel Policies Committee their commitment to monitor the student evaluation process and ask them to explore the ways in which the instrument is being used in the Schools and departments and explore alternative methods for student evaluation and report back to the Executive Committee before March.
C. Computer Program for Grade Processing
Drandell reported on the computer program and procedures for pro­cessing grades through the computer center. The report was extensive and and emphasized the necessity and importance of having faculty members submit grades by deadlines. The report will be summarized and dis­tributed to all faculty.

D. Committee Assignments
Weatherby commented on the problems that sometimes occur when committees receive items from sources other than the executive committee without executive committee knowledge. In order to facilitate the coordination of committee business by the executive commit­tee, a memo will be sent to committee chairpersons requesting that they inform the executive of any such items on which they intend to act.

E. Use of Private Funds
Sullivan reported on a policy passed by the Board of Trustees in November 1974 allowing the President to use private outside funds for salary increases for individual faculty members on the basis of exceptional merit. He noted this University's increased efforts to obtain private money and expressed his concern that the faculty be represented in this process. After discussion it was agreed that Sullivan would prepare a recommendation for the Executive Committee consideration.

VI. The meeting was adjourned at 4:55 p.m.