

7-27-1981

Board of Trustees July 27, 1981

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UNIVERSITY OF MAINE - BOARD OF TRUSTEES
July 27, 1981
Bangor Civic Center

PRESENT: Chairman Stanley Evans, Severin Beliveau, Francis Brown, Patricia DiMatteo, Alan Elkins, Joseph Hakanson, Richard Marshall, Thomas Monaghan, Richard Morin, Ellen Platz, Harold Raynolds, Harrison Richardson, John Robinson and Elizabeth Russell. Absent: Maurice Keene Staff: Chancellor McCarthy, Robert Binswanger, William Sullivan, Mary Ann Haas, Samuel D'Amico, Richard Eustis, Russell Smith, Constance Carlson, Harlan Philippi, Hilton Power, Frederic Reynolds, Paul Silverman, Richard Spath, Robert Woodbury. Press and public.

Chairman Evans convened the meeting. On motion made and seconded, the minutes of all meetings held on May 18, 1981 were approved as circulated.

1. Chairman's Remarks. Dr. Evans welcomed Harlan Philippi and Frederic Reynolds who were attending their first meeting since their appointments as Acting Presidents of the Farmington and Machias Campuses, respectively. The Chairman presented the list of his committee appointments for the ensuing year. On motion made and seconded, the Board of Trustees ratified the Chairman's committee assignments for FY 81-82, a copy of which is appended to the file of these minutes.
2. Chancellor's Report. Chancellor McCarthy added his welcome to Presidents Philippi and Reynolds. Before relinquishing time to the Presidents for their reports on campus activities, the Chancellor said that he is developing ideas for general and philosophical discussion of broad areas of Board interest. He suggested that the standing Committees might serve as host to the rest of the Board for discussion of topics in the particular committee's area of responsibility, as a means to inform, and he invited comments from Trustees and Presidents on the suggestion. At the Chancellor's request, the Presidents reported on campus activities.
 - UMA. Acting President Hilton Power took note of the scholarly achievements of the UMA faculty this past year and he presented a more detailed report on the self-study which has been underway at Augusta for the past year, culminating in the development of an Academic Plan which will serve as the agenda for the campus for the immediate future. Dr. Power described the self-study process, taking note of the exhaustive efforts of the participants which included campus faculty and staff along with area citizens. He elaborated on the major strengths identified in the study and discussed the recommendation subsequently incorporated in the Academic Plan:

- maintenance of existing programs and services will require attention to greater integration of part-time faculty, improvement of library resources and instructional equipment;
- new programs and services will be needed to serve the diverse student population in the UMA community;
- faculty development will be essential to insure a productive future;
- needs assessment will be a substantial element in maintaining the flow of students into UMA;
- academic and administrative support services should be brought to the same level at the major locations served by the Campus;
- program articulation will facilitate academic transfer of students to other campuses in the system.

Following Dr. Power's presentation, Mr. Brown, who chairs the Trustees' ad hoc Committee on Community Colleges, reported that his Committee had, in the course of its deliberations, received a preview of the UMA Plan. He announced that the final report of the Committee would be presented in September and he said that he wanted to assure the Board that there was nothing in the report which would conflict with the recommendations from the Augusta study. Therefore, he suggested that the Board accept the UMA Academic Plan in order that the Campus could move forward with its implementation. On motion of Mr. Brown, which was seconded, the following resolution was

VOTED: Whereas the University of Maine at Augusta is engaged in the development of a comprehensive academic planning process in the 1980-81 year, and

Whereas the Trustee Committee on Community Colleges has received and reviewed the Augusta plan as part of its broad deliberations regarding less-than-baccalaureate programs, and

Whereas the academic plan offers ideas and priorities that direct the Campus in its planning and programming for the academic year that will begin in September 1981, now therefore be it resolved:

That the Board of Trustees accepts with gratitude the University of Maine at Augusta Academic Plan, Parts one through four, and that the Chancellor, in concert with the President, be authorized to begin work immediately on an implementation schedule, and,

That the Board of Trustees receive a progress report in November 1981 of actions initiated by the University of Maine at Augusta.

- UMO. President Paul Silverman reported:

- . The utilization of the Campus during the summer where a large number of institutes and conferences are in progress along with the academic summer session programs.
- . Income from research and scholarly activity was increased 19% over last year, which represents extraordinary effort on the part of the faculty in view of increased competition for grant funds.
- . Other projects underway which include the Task Force on Adult Learners, the Women in Curriculum Committee, fundraising for the Performing Arts Center, and the internal planning process under the direction of Dr. James Horan.

- UMPI. Acting President Constance Carlson reported:

- . Enrollment is expected at the same level as last year and an anticipated drop has not materialized.
- . The Loring Program continues to grow, serving 600 students per year in a trimester format. Wherever possible, full-time faculty are assigned to maintain quality in this program.
- . The Campus will have an additional \$100,000 in financial aid available to students, primarily from increased funds from Supplemental Equal Opportunity Grants.
- . The Campus has acquired microcomputers with the assistance of CAPS and computer courses will be available as part of the core curriculum; students will be offered courses in foreign languages and computer literacy and statistics.

- . In the communications program, the Campus is working with the student radio station to evaluate its relation to the academic program. Photojournalism will be added to the communications curriculum.
 - . Other achievements included relocation and expansion of the Bookstore, creation of a faculty lounge, and a successful season for the Aroostook County Repertory Theatre.
- UMF. Acting President Harlan Philippi reported:
- . Temporary administrative assignments have been made to facilitate review of the administrative structure and planning for the future.
 - . Key projects for the institution in the months ahead include analysis of the planning committee's work on priority goals. The Campus will need to strengthen liberal arts areas, and give some attention to faculty development. The Campus will also be developing a facilities use plan. There are needs for art gallery space and for a place where faculty can come together.
- UMM. Acting President Frederic Reynolds reported:
- . Acting Vice Presidents have been appointed for the Academic and Student Affairs areas.
 - . Recommendations from the Title III planning committee relative to the admissions function are being implemented.
 - . Efforts are being made to improve library services and the Campus is evaluating a core curriculum.
 - . A wood-chip burner is operating in Powers Hall and an architect has been named for remodeling of the auditorium.
 - . Enrollment for Fall 1981 will be higher than last year's level. The Campus will be accommodating some first-year students from USM and UMO.
- UMFK. President Richard Spath reported:
- . The Elder Hostel program, which is in its fourth year at Fort Kent, has been expanded from three to five weeks, by popular demand. Some of the participants return year after year and enthusiasm for the program remains high.

- . For the fifth year the Campus has cooperated with State agencies in a research program on the entropy problems in Allagash lakes. This year Bowdoin College was welcomed to participation in the project.
 - . An Academic Congress was convened for 3 days at the end of the spring semester, engaging the entire professional staff in development of a definitive approach to the Campus's previously announced Decade of Excellence.
 - . Admissions for Fall 1981 are about 25% higher than last year and residence halls are virtually filled. The Nursing Program is fully enrolled.
- USM. President Robert Woodbury reported:
- . Efforts to improve the summer session have resulted in a much richer program this year. Among the workshops and special programs offered are the All-Maine Biennial Art Show, New England Piano Quartet, High School Music Camp, Elder Hostel and Foundation for Blood Research.
 - . The core curriculum has been adopted and will be initiated this Fall. It will become fully operational in two years. The core includes two interdisciplinary, integrated requirements, one at the Freshman level and one Senior integrated seminar.
 - . To enhance a sense of community around intellectual matters, the Campus will initiate a convocation which is expected to become an annual event. A convocation topic will be selected to provide a framework within which special courses, workshops and lectures associated with the theme will be offered throughout the year. The topic for 1981-82 will be The City and the first event, which will take place on September 25th, will be an inquiry into the nature of the city in modern American life.

The Chairman thanked the Chancellor and the Presidents for the reports on Campus activities and expressed appreciation on behalf of the Board for this opportunity to hear directly from the Presidents.

On motion of Mr. Brown, which was seconded, it was VOTED to adjourn to executive session for discussion of a personnel matter and collective bargaining activity. Following the executive session, Chairman Evans reconvened the meeting.

3. E & G Operating Budget, FY 1982. Mr. Hakanson, Chairman of the Finance Committee, presented the recommendation. Vice Chancellor William Sullivan briefed the Trustees on the process of budget development which was begun a year and a half ago with the request for State appropriation. He noted that the tuition increases approved by the Board at the May meeting had been incorporated into the budget proposal. Mr. Sullivan pointed out to Trustees that the budget would be supplemented by a division among campuses of the accumulated current fund surplus over the two years of the biennium to fund academic programs. On motion of Mr. Hakanson, which was seconded, it was

VOTED: that the unrestricted E & G budgets be approved for FY 1982, as follows:

	<u>Revenue</u>	<u>Expense</u>
UMA	\$ 1,944,688	\$ 3,504,307
UMF	2,150,580	4,423,038
UMFK	545,175	1,594,560
UMM	714,539	1,858,540
UMO	18,475,551	37,113,730
UMPI	1,570,011	3,272,839
USM	7,627,822	15,972,916
University of Maine	53,796,309	-
SWS	-	4,213,942
Chancellor's Office	-	436,703
Funds Not Yet Allocated	-	14,434,100
(Includes Collective Bargaining Pool and Funds for Existing and Projected Employee Benefits)		
	<u>\$86,824,675</u>	<u>\$86,824,675</u>

	<u>FY 81 Campus Base Expenditure Budget*</u>	<u>Additional Academic Program Funds</u>
	<u>\$</u>	<u>% of Campus Budgets</u>
UMA	\$ 3,407,958	5.2%
UMF	4,331,290	6.6
UMFK	1,531,920	2.4
UMM	1,766,021	2.7
UMO	35,670,516	54.5
UMPI	3,199,211	4.9
USM	15,519,923	23.7
	<u>\$65,426,839</u>	<u>100.0%</u>
		<u>\$ 18,200</u>
		<u>23,100</u>
		<u>8,400</u>
		<u>9,450</u>
		<u>190,750</u>
		<u>17,150</u>
		<u>82,950</u>
		<u>\$350,000</u>

*Excludes Employee Benefits

4. Auxiliary Enterprises Operating Budget, FY 1982. On motion of Mr. Hakanson, which was seconded, it was

VOTED: to approve auxiliary enterprise budgets for FY 1982, as follows:

	<u>Revenue</u>	<u>Expense</u>	<u>Net</u>
<u>UMA</u>			
Bookstore	\$343,528	\$340,127	\$3,401
Other	0	0	0
Total	<u>\$343,528</u>	<u>\$340,127</u>	<u>\$3,401</u>
<u>UMF</u>			
Residence & Dining	\$1,853,332	\$1,853,177	\$155
Bookstore	275,000	275,000	0
Other	10,000	10,000	0
Total	<u>\$2,138,332</u>	<u>\$2,138,177</u>	<u>\$155</u>
<u>UMFK</u>			
Residence & Dining	\$303,750	\$301,869	\$1,881
Bookstore	50,000	49,886	114
Other	4,200	2,670	1,530
Total	<u>\$357,950</u>	<u>\$354,425</u>	<u>\$3,525</u>
<u>UMM</u>			
Residence & Dining	\$562,500	\$562,408	\$92
Bookstore	93,920	93,757	163
Other	15,255	15,255	0
Total	<u>\$671,675</u>	<u>\$671,420</u>	<u>\$255</u>
<u>UMO</u>			
Residence & Dining	\$14,620,000	\$14,620,000	\$ 0
Bookstore	2,805,000	2,780,000	25,000
Press	805,748	796,748	9,000
Other	675,291	546,291	129,000
Total	<u>\$18,906,039</u>	<u>\$18,743,039</u>	<u>\$163,000</u>
<u>UMPI</u>			
Residence & Dining	\$866,052	\$866,052	\$ 0
Bookstore	226,941	226,941	0
Other	0	0	0
Total	<u>\$1,092,993</u>	<u>\$1,092,993</u>	<u>\$ 0</u>
<u>USM</u>			
Residence & Dining	\$2,273,070	\$2,271,111	\$1,959
Bookstore	1,108,874	1,072,442	36,432
Press	115,500	101,565	13,935
Other	14,400	14,400	0
Total	<u>\$3,511,844</u>	<u>\$3,459,518</u>	<u>\$52,326</u>

5. MPBN Operating Budget, FY 1982. Mrs. Platz, Chairman of the Subcommittee on Public Broadcasting, presented the recommendation. She reported that the MPBN budget is developed on the same basis as the E & G Budget, and outlined the increases projected in the four areas which produce revenue including:

- an increase in the State appropriation;
- significantly higher income from the Network's fundraising efforts;
- additional support from the Corporation for Public Broadcasting's Community Service Grant as a result of the Network's achieving a higher level of non-federal financial support;
- anticipated increases in radio and television program underwriting.

During discussion, a question was raised about the Network's intended use of the \$600,000 bond issue which has been approved by the Legislature. It was explained that if the bond issue is approved in public referendum, the money will be used for replacement of capital equipment, which is deteriorating rapidly. After further discussion and on motion of Mrs. Platz which was seconded, it was

VOTED: to approve the MPBN budget for FY 1982 as follows:

Revenue

FY 81 Base Budget	\$1,667,402
State Appropriation Increase	80,000
Fund Raising Increase	95,000
CPB Community Service Grant - TV	20,187
New Funds from Workload Changes	<u>6,500</u>
FY 82 Base Budget	<u><u>\$1,869,089</u></u>

Expenditures

FY 81 Base Budget (excluding employee benefits)	\$1,525,944
Allowance for Increased Costs	54,272
Funds Required to Cover Workload Changes	6,500
Funds Not Yet Allocated (Includes Collective Bargaining Pool and Employee Benefits)	<u>282,373</u>
FY 82 Base Budget	<u><u>\$1,869,089</u></u>

6. Non-Voluntary Fees. On motion of Mr. Hakanson, which was seconded, it was

VOTED: to approve a UMO graduate application fee of \$20 and a USM orientation fee of \$15, and to confirm Campus Student Activity Fees for 1981-82 as follows:

	<u>1981-82</u>
<u>UMA</u>	
12 credit hours or more	\$10.00
9 to 11	7.50
6 to 8	5.00
1 to 5	2.50
<u>UMF</u>	
12 credit hours or more	\$22.50
<u>UMFK</u>	
12 credit hours or more	\$15.00
<u>UMM</u>	
12 credit hours or more	\$20.00
<u>UMO</u>	
6 credit hours or more	\$15.00
BCC (6 or more)	15.00
<u>UMPI</u>	
9 credit hours or more	\$20.00
5 to 8	13.00
1 to 4	7.00
<u>USM</u>	
12 credit hours or more	\$12.00
LAW (6 or more)	6.00

7. Gifts, Grants and Awards. On motion made and seconded, it was

VOTED: to accept with gratitude all gifts, grants and awards listed under date of July 27, 1981.

8. Tenure Policy Guidelines. Chairman Evans reviewed the background of this item which was developed at the request of the Trustees for codification of existing tenure policies. At the May meeting, consideration of the guidelines codified by the staff was deferred to allow time for circulation of the document to faculty groups for comment. Having been circulated in the interim, the guidelines were on the agenda for this meeting in accordance with the Board's

instructions. During discussion, Mr. Robinson announced that he had prepared an alternate resolution which called for additional study of the guidelines by the Administrative Council and the Chancellor's Office, to develop recommendations based on more of a consensus among the constituent groups who would be affected by the policy. A copy of his resolution was distributed to Trustees. Mr. Robinson clarified several points and moved the resolution:

Whereas, the Trustees have indicated that they consider Tenure of substantial and significant importance, and

Whereas, past efforts to state a policy on Tenure have not been successful in developing an overall Trustee Policy, and

Whereas, the current effort has evoked considerable interest and involvement by affected groups, and

Whereas, each of the involved parties has had ample time to research the proposed guidelines, and

Whereas, apparent differences continue to manifest themselves, and

Whereas, I am desirous of establishing a limitation on the over-all percentage of eligible recipients being awarded Tenure, and

Whereas, such limitations have been attempted in the past, and continue to be in the proposed guidelines, by reference to the Rank of the candidate, and

Whereas, the importance of tenure requires the most careful consideration in adopting policies,

NOW THEREFORE, Be it RESOLVED, that,

1. The proposed guidelines be referred back to the Administrative Council for reconsideration, and a report to the Board at its November, 1981 meeting, and
2. No Tenure recommendations be brought before the Board of Trustees until such guidelines are adopted, and then in accordance with such adopted guidelines, and
3. That, each member of the Administrative Council be requested to ascertain a consensus at the individual campuses concerning the guidelines, and

4. That, a limitation (over-all limiting percentage) be included in the final recommendation, which upper limitation shall be between 55% and 70%, together with recommendations for procedures to reach such limitations in the event they are currently exceeded, and for application across departmental and campus lines, and
5. That, further consideration be given to awarding Tenure without regard to Rank, to Administrators following service at the University of Maine, and such other areas as may be brought to the attention of the Council, except those comments indicating no such policy is needed, and
6. That, effective immediately, all prior decisions by the Board of Trustees regarding tenure policy, are hereby revoked.

The motion was seconded. Mr. Robinson elaborated on each of the provisions in the motion and there was extensive discussion. Mr. Richardson said he could support provisions #1 and #3 but he raised objections to #2, #4, #5, and #6. He recommended that guidelines simply be returned to staff for reconsideration and be reported back at the November meeting. Mr. Monaghan objected to postponement of the issue since the guidelines had already been considered and approved by the Administrative Council. It was explained that circulation of the document had resulted in controversy over some of the guidelines. Mr. Robinson reiterated his position that the controversial issues, which involve academic criteria for tenure, should be resolved by the Administrative Council in concert with the Chancellor's Office and appropriate constituents, rather than by the Board, whose members are lay persons. Mr. Monaghan noted that only two of the (thirteen) guidelines appeared to be controversial* and he urged that the document be discussed, suggesting that the controversial provisions could then be returned, if warranted. There was extensive discussion of the guidelines. At the invitation of the Chairman, the Presidents commented on their respective positions on the document, which had been previously endorsed by all of the Presidents except Dr. Silverman. In support of his position, President Silverman pointed out that the Orono Campus is obliged to compete in the national marketplace for its faculty, and that it needed to have the flexibility to offer tenure to administrators, which it would expect to do only in accordance with appropriate and rigorous academic procedures. President Carlson spoke to the disadvantage of having to give tenure to administrators, which tends to create problems on

*The controversial guidelines were #7 which dealt with tenure for senior administrators, and #13 which provided for transferability of tenure among the campuses in the University system. The full text of the guidelines document is appended to the file of these minutes.

Campuses with small departments. President Woodbury acknowledged that the ability to offer tenure to administrators on appointment facilitates recruitment in a national market, but he said he thought the obligations inherent in this procedure created liabilities which outweighed the advantages. He indicated that the authority to offer tenure to administrators on appointment should not be granted to selected Campuses, but rather that all Campuses should be permitted to recruit in this way, or none should. Dr. Evans pointed out that the guidelines allow some flexibility since there is a provision for seeking exceptions. President Woodbury said the exception clause (#12) was appropriate and acceptable. President Silverman said there was no intention at Orono to offer tenure on appointment except in extraordinary circumstances and, considering the competitive disadvantages UMO suffers, generally, having to seek tenure as an exception to the rule poses further disadvantages. After further discussion, the Chairman called for a vote on the Robinson resolution to return the guidelines to the staff. The resolution was defeated by a vote of 2 to 10, with Mr. Robinson and Mr. Morin casting the affirmative votes.

During further discussion, a motion for approval of the guidelines was offered, seconded, amended and reworded. In the interest of clarity, and with the concurrence of all movers and seconders, the motion and all amendments were subsequently combined in a single motion.

MOVED: to approve the tenure guidelines document, Part I B (Definition), Part II A (Policy Guidelines) and Part B (Criteria), excepting criteria #7 and #13 and with a rewording of #8 to incorporate a reference to teaching, research, public service and scholarship activities.

The motion was seconded.

Mr. Robinson moved an amendment to restore criteria #7 and #13. The amendment was seconded and it was defeated by a vote of 5 to 6.

The main motion was VOTED.

Mr. Richardson suggested additional language for guideline #13, which provided that transferability of tenure within the system be subject to the tenure policies of the institution to which transfer is sought. On motion of Mr. Monaghan, which was seconded, it was VOTED to approve this guideline, as amended, and to include it with those approved above. The full text of the tenure guidelines, as amended and approved, is appended to these minutes.

Mr. Monaghan moved that the guidelines concerning tenure for senior administrators (referred to above as #7) be referred back to the Administrative Council for reconsideration, with a report to the

Board expected in November, 1981. The motion was seconded and, with Trustees Robinson, Morin and Richardson dissenting, it was VOTED.

9. Academic Program Assessment. Mr. Brown, Chairman of the Educational Policy Committee, invited Vice Chancellor Binswanger to comment on the report. Dr. Binswanger noted that some of the Campuses have not yet completed their assessment of programs scheduled for review, but the process is moving forward. Review of several programs will be completed this summer and it is expected that Board authorization will be sought later in the Fall to remove some of these from the program inventory.
10. Student Conduct Code. Dr. Russell, Chairman of the Student Affairs Committee, presented the recommendation for approval of revisions to the Code, taking note of two additional revisions which were discussed in the Executive Committee agenda briefing for faculty and student representatives earlier in the day. The additional revisions incorporated a requirement for written notice to students of their right of appeal. On motion of Dr. Russell, which was seconded, it was

VOTED: to approve the University of Maine Student Conduct Code, as revised, effective July 27, 1981. A complete listing of all revisions is appended to the file of these minutes and the revised text will be reprinted for system-wide distribution.

11. Renovation of Children's Study Center, UMO. Mr. Richardson, Chairman of the Physical Plant Committee, presented the recommendation. On motion of Mr. Richardson, which was seconded, it was

VOTED: to authorize the expenditure of \$58,900 for construction of new facilities for the Children's Study Center.

12. Lease of Fraternity House, UMO. Mr. Richardson presented the recommendation. On motion made and seconded, it was

VOTED: to authorize the leasing of the Tau Kappa Epsilon Fraternity House for a five-year period subject to staff review and approval of the actual lease agreement.

13. Renovation of Deering Hall, UMO. On motion of Mr. Richardson, which was seconded, it was

VOTED: to authorize the renovation of Room 22, Deering Hall, Orono, and further authorize the transfer of \$30,000 from the Agriculture

Administration Account to an appropriate plant fund account to cover the projected costs.

14. Boiler Conversion, BCC. On motion of Mr. Richardson, which was seconded, it was

VOTED: to authorize a project to install a coal-fired boiler in the BCC Student Apartment Building, costing \$29,000 with funding from the State Energy Bond Issue.

15. Development of Abbott Park, UMF. On motion of Mr. Richardson, which was seconded, it was

VOTED: to authorize the expenditure of \$100,000 for the development of Abbott Park at Farmington, with funding for the project provided as follows: 50% from a Conservation Act Grant, and 50% from external donations.

16. Renovation of South Hall, UMPI. On motion of Mr. Richardson, which was seconded, it was

VOTED: to authorize the renovation of shower and toilet facilities in South Hall at Presque Isle and further authorize the transfer of funds from the Residence and Dining Reserve to an appropriate plant fund account to cover the project costs.

17. Amendment of Motor Vehicle Regulations, USM. On motion of Mr. Richardson, which was seconded, it was

VOTED: to approve the replacement of the existing Waiver of Fine Schedule (Section H.2. a and b) contained in the University of Southern Maine Motor Vehicle Regulation with the new schedule as shown below, effective August 1, 1981.

AMENDED WAIVER OF FINE SCHEDULE

H. 2. Waiver of Fine Schedule

- a. The fine for the following violations shall be \$10.00:
Parking by fire hydrant/fire lane
Parking in handicapped zone
Impeding snow removal
No valid permit displayed
Altered or unauthorized sticker

- b. The fine for the following violation shall be \$5.00:

Unauthorized overnight parking
Parking in restricted zone
Parking on lawn, sidewalk or roadway
Parking in loading zone
Obstructing traffic
Blocking driveway
Abandoned motor vehicle

18. Capital Construction - Status Report. Mr. Richardson called attention to the report which was included, for information, with the material circulated for the meeting.
19. Appointment of Vice President for Academic Affairs, UMO. Mr. Morin, Chairman of the Personnel and Employee Relations Committee, presented the recommendation. During discussion, questions were raised about the salary level and about expectations for tenure. With respect to salary, President Silverman reported that the proposed figure was lower than that paid for such positions in institutions comparable to UMO. Acknowledging that the market-place is highly competitive, Mr. Monaghan indicated that he could not support the recommendation since he thought the proposed salary would serve to compact other administrative salaries. Other trustees expressed reservations about the salary level but pointed out that the proposed figure was not significantly different from other salaries now being paid in the institution. With respect to tenure, President Silverman reported that no commitment had been made. He said the candidate had been informed that under University policy tenure would be a possibility within two years provided the candidate's qualifications pass the rigorous review of the tenure process. After further discussion, the recommendation was moved and seconded. With Mr. Monaghan dissenting, it was

VOTED: to authorize the appointment of Dr. Richard C. Bowers as Vice President for Academic Affairs and Professor of Chemistry at the University of Maine at Orono effective August 25, 1981. The base salary for the position will be \$39,000 plus a stipend of \$10,000.

20. Appointment of Director, Cooperative Extension Service, UMO. Mr. Morin moved the recommendation, and it was seconded. There was extensive discussion of the salary level recommended for the position. President Silverman spoke to the range of responsibilities vested in the Director, and to the candidate's credentials. He briefed the Trustees on the background of recruitment for the position, which has extended over the past three years, and responded to questions concerning salaries for such positions at comparable institutions. Objections were raised to the notion that University was obliged

to compete with salaries paid in larger institutions. It was pointed out that the Cooperative Extension Service is a public service function and the geography of the State and the number of people engaged in farming and related activities may have more bearing on the issue than the size of the institution. Mr. Beliveau expressed concern for the need to justify salary levels in the public sector and as an indication of this concern, he moved to amend the recommendation by reducing the proposed salary from \$47,000 to \$45,000. The amendment was seconded. During discussion, concern was expressed for the gap between administrative and faculty salary levels, and for the need to establish salary guidelines to identify acceptable limits. Mr. Brown took note of an extensive study commissioned by the Board a year or two ago, to review the Cooperative Extension Service, assess its strengths, weaknesses and needs. He said it would be important for the Board to give CES the leadership it needs to address the recommendations which emerged from that study and he indicated he would support approval of the appointment at the higher salary. A question was raised about the need for formal action to insure that concerns about salary guidelines would be addressed. The Chancellor said the staff had taken note of the Board's intent. After further discussion, the motion to amend was withdrawn. The main motion, with Mr. Monaghan dissenting, was

VOTED: to authorize the appointment of Dr. Harold M. McNeill as Director of the Cooperative Extension Service at the University of Maine at Orono effective September 1, 1981. The fiscal year salary will be \$47,000.

21. Extension of Acting Presidency, UMA. On motion of Mr. Morin, which was seconded, it was

VOTED: the appointment of Hilton M. Power as Acting President of the University of Maine at Augusta be renewed until August 16, 1982.

22. University Legal Counsel - Retainer Agreement. Mr. Brown, Chairman of the ad hoc Committee on Selection of Legal Counsel, briefed the Trustees on the development of the agreement. On motion of Mr. Morin, which was seconded, it was

VOTED: to adopt the Annual Retainer Agreement with University Legal Counsel as recommended by the ad Hoc Committee of Trustees on Selection of Legal Counsel. A copy of the agreement is appended to the file of these minutes.

23. Service and Maintenance Unit Agreement. On motion of Mr. Morin,
which was seconded, it was

VOTED: to approve the tentative agreement
ratified by Teamsters Local Union
No. 48 covering the Service and
Maintenance Unit for fiscal year
1982 and the Office of the Chancellor
be authorized to conclude the
agreement.

Chairman Evans announced that the next meeting of the Board will be
held in Augusta on September 28, 1981.

Adjournment.

JoAnne R. Magill
Clerk, Board of Trustees

TENURE

I. DEFINITION

Tenure . . . an arrangement under which faculty appointments are continued until retirement or disability, subject to dismissal for cause, termination due to financial reasons, and/or termination due to change in the University program offerings.

II. POLICY GUIDELINES AND CRITERIA

A. POLICY GUIDELINES

These are guidelines only. The decision to grant or not to grant tenure rests solely with the Board of Trustees. Nothing in these guidelines, or in the criteria developed under these guidelines, or in the approval of the criteria, shall limit or restrict that discretionary authority of the Board.

B. CRITERIA

1. Each new appointee should receive a letter of appointment which includes, as a minimum, such data as:
 - a. academic rank and/or title of position;
 - b. general duties to be performed;
 - c. beginning and ending dates of appointment;
 - d. type of appointment - probationary, temporary;
 - e. indication of amount, if any, of prior service to be counted toward probationary period;
 - f. salary.
2. The specific assignment of prior credit will be part of the letter received at the time of initial appointment. The time credited as probationary years with regard to service at other institutions of higher education, whether units of the University of Maine or not, shall not exceed three years.
3. A probationary appointment shall not exceed six consecutive academic years in a full-time position on a single campus. A leave of absence, sabbatical or a teacher improvement assignment shall not constitute a break in continuous service nor shall it be included in the 6-year period without prior written agreement between the faculty member and the President at the time of the request.
4. Individuals on probationary appointments shall normally complete the full term, i.e., the sixth year, before the Board awards tenure.

5. At the time of initial appointment, exceptionally qualified individuals may be awarded tenure and the rank of full professor, with the approval of the appointment by the Trustees. In other cases, as the campuses deem appropriate, full professors may receive an initial appointment without tenure but, with Trustee approval at the time of their appointment, may be given the opportunity to apply for tenure during the second year of their appointment.
6. Tenure shall not be awarded ordinarily below the associate professor level or its equivalent.
7. Each campus shall develop its criteria for promotion and tenure, and once developed, a statement of such criteria shall be forwarded to the Chancellor and the Trustees for review and approval and thereafter be made available by the campus administration to all faculty members in the institution. These criteria shall include reference to teaching, public service, research and scholarship activities as are appropriate to the University and campus missions. These criteria may vary among units or departments but shall be in accord with the over-all campus criteria.
8. Student input is a desirable and meaningful part of faculty evaluation, and the contribution students make to the evaluative process is essential to the improvement of instruction. Student evaluations are to be secured on a regular, systematic and equitable basis and made part of the official record.
9. Evidence should be obtained from outside the institution and from outside the University of Maine, as appropriate, regarding the scholarship and research of candidates for tenure.
10. Tenured faculty, as well as nontenured faculty, shall be reviewed on an annual basis. Each campus shall develop its criteria for faculty evaluation, and once developed, a statement of such criteria shall be forwarded to the Chancellor and the Trustees for review and approval and thereafter be made available by the campus administration to all faculty members in the institution.
11. The tenure guidelines provide the policy framework for the process to be followed on each campus. Where exceptions are sought, it is necessary that the campus present its request in detail, including the rationale for the exception to the Chancellor and the Board of Trustees.
12. Tenure may be transferable among the institutions of the University of Maine at the discretion of the Board of Trustees, consistent with the tenure policies of the institution to which transfer is sought.