

Memorandum

To: Faculty and Librarians

From: J. Burke, Executive Secretary, Faculty Senate

Date: May 4, 1998

Re: Minutes, May 4, 1998 Faculty Senate Meeting

The Faculty Senate Meeting was called to order on Monday, May 4, 1998, at 3:30 PM in O'Leary 222. The following Senators were in attendance:

John Catalozzi, Education; William Phelan, Education; Donald Leitch, Civil Eng; Ross Holmstrom, Electrical Eng; Dick Kalluri, Electrical Eng; , John McKelliget, Mechanical Eng; Robert Parkin, Mechanical Eng; Carol Barry, Plastics Eng; Laura Punnett, Work Environment; ; Robert Nicolosi, Clinical Lab Science & Health; Leanne Hoff, Nursing; Sue Bergmeier, Physical Therapy; Eve Buzawa, Criminal Justice; Michael Carter, Economics; Jeannie Judge, English; Charles Ryan, English; Peter Blewett, History; Jonathan Liebowitz, History; Michael Jones, Legal Studies; Jane Freimiller, Philosophy; Hai B. Pho, Political Science; Jon Hellstedt, Psychology; Joseph Waterman, Psychology; Philip Moss, RESD; Jean Pyle, RESD; Thomas Shea, Biology; Kuang-Pang Li, Chemistry; James Graham-Eagle, Mathematics; Alan Doerr, Mathematics; George Chabot, Physics; Gunter Kegel, Physics; Arthur Mittler, Physics; Charles Feeney, Accounting; Irwin Shapiro, Management; Valerie Kijewski, Management; Riaz Khan, OMMIS; Arno Minkkinen, Art; Paula Telesco, Music ; Rosita Sands, Music; Richard Slapsys, Library;

Agenda

MOMENT OF SILENCE - Professor Nicolosi reminded the Senate that there will be a memorial service for Professor Harold Bakken, recently deceased member of the History Department on Monday, May 11th from 2:00 - 3:30PM in Coburn 205. Professor Nicolosi called for a moment of silence in respect to Professor Bakken.

I. Announcements.

Senate President Nicolosi made the following announcements: (1) the Organizational meeting of the 1998/99 Faculty Senate was held at 3:00PM today.

At that meeting the election of Senators for the 1998/99 Faculty Senate was approved. Professor Nicolosi was reelected Senate President, and Professor Parkin was reelected Senate Vice President. Professor Phelan was nominated for election to the position of Faculty representative to the Board of Trustees. Ballots for this election will be mailed to all faculty by Wednesday, May 6th. They should be returned to the Senate office using the double envelope method, by Wednesday, May 20th. Ballots will be counted on Wednesday May 27th in the Senate Office.

At the organizational Meeting of the 1998/99 Faculty Senate it was suggested that since the role of Faculty Representative to the Board of Trustees is such a demanding position, next fall, The Academic Governance Committee will review the Senate By-Laws and make suggestions for a revision in order to include the position of "Alternate " Faculty

Representative(s) to the Board of Trustees.

(2) Senate Awards. Senate President Nicolosi thanked the members of the Senate for their efforts on behalf of faculty governance and expressed special appreciation to the members of the Executive Committee who have also chaired the Senate standing committees during the year: Michael Jones - Academic Governance; Art Mittler - Undergraduate Policy; Bob Parkin - Graduate Policy and Affairs; Laura Punnett - Research and Development; Jean Pyle - Academic Resources; Tom Costello - Budget and Priorities. He also thanked Professor Richard Siegel, Senate Parliamentarian for his invaluable assistance.

Professor Nicolosi concluded by thanking Professor Janet Burke for her contributions as Senate Executive Secretary.

(3) Academic Resources Committee. University Athletic Committee - Professor Waterman is the Faculty Senate representative to the University Athletic Committee, and Professor Hellstedt, who is a Senator, chairs the committee. They will make a report at the October meeting of the Senate. (4) Retirement Lunch. The University Retirement lunch will be held on May 15th from 1:00 to 4:00PM in the Multi Purpose Room in Fox Hall. Tickets can be obtained from Professor Waterman. (5) Approval of Senate Standing Committees. The Executive Secretary has mailed information regarding Senate Standing Committees to all members of the faculty, and invited them to participate by serving on a Senate Standing Committee. In addition all senators who did not respond to the mailing have been called personally to assist them with selection of a Senate Standing Committee. The Executive Committee has met and approved the list of membership for Senate Standing Committees. The committee memberships conform to the rules established in the Senate By-laws. A handout containing committee membership was distributed with the mailing for this Senate meeting, and an updated list was distributed at today's meeting. The Executive Secretary noted additions to the list since its publication. Professor Nicolosi called for a motion to approve the appointments to Senate Standing Committees as listed in the handout and verbally updated at the meeting.

MOTION The faculty Senate approves the appointments to Senate Standing committees.

VOTE YES 32 NO 0 ABSTAIN 0

Professor Nicolosi requested that present committee chairs convene meetings of the new committees for the purpose of electing committee chairs. Those elections must be conducted by secret ballot.

II. Approval of Minutes -

The minutes of the March 2, 1998 meeting of the Faculty Senate were unanimously accepted as presented. Professor Nicolosi announced that since the April 6th meeting was devoted to President Bulger's meeting with the faculty no minutes were kept.

III. Reports on Meetings

1. Board of Trustees- Copies of Professor Phelan's report were distributed with the mailing for the meeting. He called attention to the section on Academic Quality

Assessment and document T98-033 which also was distributed to all senators. This document and other related materials will be posted on the Senate Web page.

2. Inter Campus Council- The draft minutes from the April meeting were distributed at the Senate meeting.

IV. Senate Standing Committees.

1. Undergraduate Policy Committee. Professor Nicolosi called upon Professor Mittler to present the resolutions from the committee.

RESOLUTION #1 The Faculty Senate recommends the approval of the Continuing Education proposal-Intranet Development Certificate.

Supporting documentation was distributed with the materials for the meeting.

DISCUSSION There was no discussion

VOTE YES 32 NO 0 ABSTAIN 0

RESOLUTION #2 The Faculty Senate recommends policy changes for Academic Standing

If approved, the resolution would change academic standing to the following:

A) Academic Warning will be issued to any student, regardless of class, whose semester grade-point average or cumulative grade-point average falls below 2.0 at the end of any academic term.

(The intent of this warning is to simply let the student know that his/her academic performance is sub-standard.)

B) Academic Suspension will be issued to any student who was on Academic Warning at the end of the previous term and whose cumulative grade-point average now falls (or remains) below 2.0. Suspension normally results in at least one semester's absence from the University. Exceptions may be made under certain circumstances.

C) Academic Probation is the status of any re-admitted student who had been on Suspension prior to re admission. The probationary period, normally only one semester, should end when the student either returns to satisfactory academic standing or is academically dismissed.

D) Academic Dismissal results when a probationary student fails to lift his/her cumulative grade-point average above the 2.0 minimum at the end of the probationary semester.

DISCUSSION Professor Hellstedt expressed questions and concerns about the effects of these changes upon student athletes. After a brief discussion Professor Hellstedt made a motion to table. The motion was seconded by Professor Waterman.

MOTION To table the resolution.

VOTE on the motion to table YES 20 NP 8 ABSTAIN 3

The resolution was tabled.

RESOLUTION #3 The Faculty Senate recommends the following changes to the rules for the Fresh Start Program:

"A dismissed student may apply for re admission into the Fresh Start Program after a minimum absence of two years."

VOTE YES 28 NO 2 ABSTAIN 1

RESOLUTION #4 The Faculty Senate recommends that University Honors be given to baccalaureate graduates according to the following:

summa cum laude cumulative grade-point average of 3.850 or above

magna cum laude cumulative grade-point average within the range greater than or equal to 3.50 and less than 3.850

cum laude cumulative grade-point average within the range greater than or equal to 3.250 and less than 3.50

DISCUSSION

It was pointed out that there is no indication of the cumulative grade spread in each college and whether this is equitable. It was also pointed out by a Senator that this issue as a matter of academic prerogative is the faculty's responsibility and should not be decided by the Council of Deans.

Professor Shapiro introduced the following amendment to the Resolution:

Amendment : Cum laude: cumulative grade point average within the top ten percent of cumulative grade-point averages for the graduating class of the candidate's college AND within the range of 3.00 and 3.49

VOTE ON THE AMENDMENT YES 9 NO 20 ABSTAIN 3

The amendment failed.

The question was called.

VOTE on calling the question 27 yes NO 0

VOTE ON THE RESOLUTION YES 18 NO 9 Abstain 5

RESOLUTION #5 The Faculty Senate recommends that the new policies and procedures for academic advising of undergraduate students (as described below) be implemented.

Policies and Procedures for Undergraduate Academic Advising

Each registering undergraduate student, with a major or undeclared, will have an advising

flag set on SIS , after the end of the drop -add period of the semester for which he or she registered. In order for the student to register for the next semester by phone or in person, the advising flag would have to be released by an authorized person. The intent is that each student see a faculty advisor before they register.

Each college will be responsible for defining its procedures, or models for advising and removing the flags. This responsibility may be delegated to the departments by the college.

The Registrars office will cooperate in distributing to each student, information on the name and location of his or her advisor- provided departments input this information into the SIS (or future system).

The University wide requirements are the following:

1. Each student advised will be required to fill out an advising form, signed by both the advisor (or authorized surrogate) and the student. It will be submitted to the department and kept in the student's file. The form used may be one designed by the department or a generic form provided by the University. Submission of the form will allow any designated individual to release the hold flag on the behalf of the advisor (if the advisor has not already performed this function).
2. Each departments' advising model should articulate a standard procedure , and at least one alternate. That is, if a student cannot meet with his or her advisor, there must be at least one other designated individual who can authorize removal of the advising flag.
3. The primary responsibility of actually ("physically") removing the advising hold flags will lie with the department or college. In exceptional circumstances, however, the registrars' office may provide this function.
4. With the current SIS system, anyone with appropriate access to the system can release any student's advising flag. Normally the flag will be removed by the advisor, or someone authorized by the advisor (either directly or through submission of the signed advising form). In any instance, for whatever reason, whether or not the release is authorized by departmental policy, any individual not authorized to perform advising for the given student , and not in possession of the submitted and signed advising form, must sign and submit an advising form. The student must sign the form with a waiver acknowledging that "full advising" was not completed.. This form will be submitted to the department and forwarded to the student's advisor.
5. The College Dean or Department Chair may authorize release of the hold flag.
6. A subcommittee of the Advising task force will be established to determine the effectiveness of the hold flag procedure. Its primary function will be to:
 1. Establish realistic measures of effectiveness
 2. Authorize the collection of statistics which can yield the suitable measures of performance.

3. Be the central depository of anecdotal data related to the hold flag implementation.
4. Review all data and make recommendations .

Within a reasonable time after the hold flag has been in place for 1 year, the subcommittee will submit a report. This committee will then be disbanded.

DISCUSSION

Professor Rome commented for the committee on the resolution.

VOTE YES 27 NO 3 ABSTAIN 1

Professor Mittler made the following announcement regarding the Honors Program and granting of honors degrees:

The Undergraduate Policy Committee granted the request from the Honors Program that those students who have satisfied the course and thesis requirements for an Honors Diploma have their diplomas be designated as such by affixing to the left side of the diploma an embossed seal with the Honors Program logo and the words "Honors Diploma".

2. Graduate Policy and Affairs Committee. Professor Parkin presented the following resolution.

RESOLUTION GPAC 3/S98 The Faculty Senate recommends replacing the section of the Graduate Catalog on pages 16 and 17 beginning after the heading "REQUIREMENTS FOR DEGREE CONFERRAL" with:

COMBINED B.S./M.S., B.S./M.A., OR B.A./M.A. DEGREE PROGRAMS

In order to encourage outstanding undergraduate students to continue their studies towards an advanced degree, a number of departments have instituted a program of accelerated study which leads to combined bachelor's and master's degrees. Currently, such a program is offered in the following departments/programs: Biological Sciences, Chemical and Energy Engineering, Civil Engineering, Computer Science, Criminal Justice, Electrical and Computer Engineering, Health and Clinical Sciences, Mathematics, Mechanical Engineering, Plastics Engineering, Psychology, Radiological Sciences, and Work Environment,.

Every full-time student with a grade point average of 3.0 or above at the end of his or her junior year who is enrolled in a department with an available (offering the) accelerated baccalaureate and masters degree program is eligible to be admitted to that program.

Admission to the combined baccalaureate and masters degrees is an honor conferred on the student that carries with it distinct benefits. Graduate Record Examination scores are not required, and some departments offer course credit benefits. The student may or may not decide to take advantage of the honor conferred, and can graduate with a bachelor's degree in exactly the same way as a student not admitted to the accelerated program.

Graduate courses taken by a baccalaureate degree student that are credited towards the masters degree must have been obtained with a grade of B or better. The credits that count towards the baccalaureate and masters degrees are determined by the departments involved (individual departments) by choosing from one of the following three options:

Option A: Up to 12 graduate credits (500 level or higher), as part of the departmental baccalaureate major requirement, may be used for both the undergraduate and graduate degrees provided these graduate credits were taken in excess of the university minimum of 120 baccalaureate degree credits.

Option B: Once the departmental credit requirements for the major have been met, up to twelve graduate credits (500 level or higher) in excess of the 120 credit baccalaureate degree may be used for the graduate degree.

Option C; Up to six credits of graduate (500 level or higher) courses may be used by a student in the baccalaureate/masters degree program for both graduate and undergraduate degrees.

DISCUSSION

Professor Punnett offered 2 friendly amendments . These are represented by words in italics in the resolution. The words in parenthesis are from the original resolution and will be removed and replaced by the words in italics.

VOTE YES 29 NO 0 ABSTAIN 1

4. Research and Development Committee. Professor Punnett presented the following resolutions.

RESOLUTION #1 The Faculty Senate recommends that the University and the MTA/MSP include contract language in the next collective bargaining agreement of the following nature:

"Notwithstanding other sections of this contract regarding workload, a dean and chair, by mutual agreement and with the agreement of the faculty member concerned, may assign a reduced teaching load. This flexibility in assigning teaching loads shall be used to support college and department needs, such as involvement in large research programs or external development activities. Adequate justification and documentation will be provided and any financial burdens thus incurred shall be within the means

of the college and department. Where such loads fall below the contractual minimum, an assessment of the benefits of the reduced load that resulted shall be conducted at the end of each academic year."

DISCUSSION There was no discussion.

VOTE YES 27 NO 0 ABSTAIN 4

RESOLUTION #2 The faculty Senate recommends that the University and the MTA/MSP include contract language in

the next collective bargaining agreement of the following nature:

"The minimum and maximum faculty workload shall be computed in 'workload units,' which shall be awarded for the full range of faculty activities that benefit the university: included but not limited to classroom instruction, conduct and publication of research, supervision of student projects and theses, university and public service, industrial outreach, and/or administrative duties."

The system or metric for computation of faculty 'workload units' may also be bargained but should be designed to reflect fairly the actual work requirements of each activity for each individual member of the faculty.

DISCUSSION Professor Jones inquired about including other activities such as advising in the description of workload. Professor Punnett pointed out that it would be impossible to itemize every workload activity and that the phrases 'included but not limited to' and 'and/or administrative duties' were open ended. In response to a question from Professor Liebowitz regarding how a workload unit is defined, Professor Punnett indicated that a resolution discussed in the Senate last year dealt with this and that there are other documents in the university that deal with this.

VOTE YES 26 NO 0 ABSTAIN 5

Professor Punnett requested that Senators inform the union leadership about their support for these resolutions.

V. Discussion of Administrative Announcement No. 23 .

Professor Nicolosi reported that at the April meeting of the Executive Committee it was decided to form an Ad Hoc Committee to respond to Administrative Announcement #23 , which deals with the three administrative redesign proposals for (1) the College of Education; (2) the College of Fine Arts; and (3) University College. In order to facilitate the process, the Executive Committee recommends that The Ad Hoc Committee report its recommendations to the Executive Committee on Wednesday May 27th at 4:30PM in an open meeting to which all members of the Senate are invited to participate. Professor Nicolosi reported that the following individuals have been proposed for membership by the Executive Committee and have agreed to serve on the Ad Hoc Committee:

Proposed Committee Membership

Professor Joyce Gibson - College of Education

Professor Peter Blewett - College of Arts and Sciences and Chair, (Humanities) General Education Sub committee Faculty Senate

Professor Arthur Mittler - College of Arts and Sciences (sciences) and Chair, Undergraduate Policy Committee, Faculty Senate

Professor James Coates - College of Fine Arts

Anne Trenkamp - College of Fine Arts

Al Doerr - College of Arts & Sciences

Robert Parkin - College of Engineering, Senate Vice President

Janet King - Registrar

Professor Nicolosi called for suggestions and self nominations from other members of the Senate.

No changes in the membership of the committee were suggested. Professor Nicolosi called for a motion to accept the membership of the Ad Hoc Committee.

MOTION The Faculty Senate approves the membership of the Ad Hoc Committee regarding Administrative Announcement #23 .

VOTE yes 29 no 1 abstain 0

The meeting was adjourned at 5:00PM.