

TO: FULL-SERVICE FACULTY, ADMINISTRATORS, AND STUDENT GOVERNMENT
FROM: Cynthia Peterson, Secretary of the Senate
RE: SENATE MEETING
May 5, 1982, Schwebel Auditorium
4:00 p.m.

April 18, 1982

AGENDA

1. Call to Order
2. Approval of Minutes of April 7, 1982
3. Report of Charter and ByLaws Committee
Proposed change to ByLaw 2, Section 1.
4. Report of Executive Committee
5. Report of Elections and Balloting Committee
6. Reports of Other Senate Committees
Computer Services Committee
University Curriculum Committee
Academic Programs and Curriculum Committee
7. Unfinished Business
8. New Business
9. Adjournment

COVER SHEET TO BE ATTACHED TO ALL REPORTS SUBMITTED TO THE ACADEMIC SENATE

Date # 3-9-82

Report Number (For Senate Use Only) _____

Name of Committee Submitting Report Charter & Bylaws

Committee Status: (elected chartered, appointed chartered, ad hoc, etc.) _____

Names of Committee members: L. Hill, W. Jenkins (chair), R. Jones,
G. Murphy, J. Phillip, C. Singler

Please write a brief summary of the report which the Committee is submitting to the Senate: (attach complete report) C&B recommends the addition of the following provision to Bylaw 2, Section 1(c) "For elected chartered committees, confirmation of candidacy and eligibility for election shall be made by the Elections and Balloting Committee."

Do you anticipate making a formal motion relative to the report? Yes

If so, state the motion: To approve the addition to Bylaw 2, Section 1(c) as recommended.

If there are substantive changes made from the floor in your committee recommendation, would the committee prefer that the matter be sent back to committee for further consideration? Yes

Other relevant data: _____

WJG
Chairman (please initial)

COVER SHEET TO BE ATTACHED TO ALL REPORTS SUBMITTED TO THE ACADEMIC SENATE

Date 4-15-82

Report Number (For Senate Use Only) _____

Name of Committee Submitting Report Computer Services Committee

Committee Status: (elected chartered, appointed chartered, ad hoc, etc.) _____

Appointed chartered

Names of Committee members: P. Avdey, T. Doctor, S. Graf, S. Guzell, N. Humphrey, K. Lewandowski, A. Owen, N. Paraska, M. Shutes, R. Sorokach, J. Waldron, D. Faires (Chair)

Please write a brief summary of the report which the Committee is submitting to the Senate: (attach complete report) Annual report

The Computer Services Committee has reviewed the work of the Computer Advisory Committee with regard to items that pertain to the academic aspects of computing on campus.

The members of the Computer Services Committee have found no instances in which the Computer Advisory Committee made recommendations that were not in the best interest of academic computing.

Do you anticipate making a formal motion relative to the report? No

If so, state the motion: _____

If there are substantive changes made from the floor in your committee recommendations, would the committee prefer that the matter be sent back to committee for further consideration? _____

Other relevant data: _____

D. Faires
Chairman (please initial)

Please attach to all committee minutes submitted to (1) Chairman
of the Senate (2) Secretary of the Senate (3) Library
Secretary of the Senate - Cynthia Peterson

Name of Committee University Curriculum Committee
Chairman Lois Hopkins

Date of meeting April 2, 1982

Formal motions passed:

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

Attach other sheets if needed

MINUTES OF

UNIVERSITY CURRICULUM COMMITTEE

Friday, April 2, 1982 K220 10:00-11:00 a.m.

Present:

Duane Rost
Harold Yiannaki
Lois Hopkins, Chairperson
Anthony Dastoli, proxy

Student Representative:

Carol Beil

The objections on course proposals 82-7 through 82-25, and 82-30 have been released by Dr. Gillis and they will be appended to next month's Senate meeting.

The following decisions were made on the new proposals:

- 82-101 Add deletion of Journalism 715
Faculty needed in section C
- 82-102 Circulate
- 82-103 Circulate
- 82-104 Circulate
- 82-105 Needs photocopy of course description from the catalog in section A
- 82-106 Circulate
- 82-107 Add deletion of English 759
Needs to be determined if it is a graduate "swing" course
Faculty needed in section C
- 82-108 Circulate

Course proposals 82-101 through 82-108 should have a cover sheet summarizing the change in total hours for the English Department.

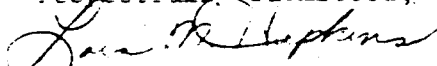
- 82-109 Circulate
- 82-110 Needs number of quarter hours in section B
- 82-111 Circulate
- 82-112 Need to delete WPE 793
Statement regarding WPE 793 not receiving credit for WPE 790 needs to be improved in section B

Course proposals 82-110 through 82-112 need an attached sheet as mentioned in section C on the three proposals.

- 82-113 through 82-115 Circulate
- 82-116 Change Drawing 1 to Roman Numeral one, then Circulate
- 82-117 Change Drawing 2 to Roman Numeral two, then Circulate
- 82-118 Pulled out because it is a graduate course
- 82-119 through 82-122 Circulate

The meeting time for the UCC has been changed to Wednesdays at 9:00 a.m. in K220. The next meeting will be April 14, 1982.

Respectfully submitted,


Lois W. Hopkins

Please attach to all committee minutes submitted to (1) Chairman of the Senate (2) Secretary of the Senate (3) Library

Secretary of the Senate - Cynthia Peterson

Name of Committee Academic Programs and Curriculum Committee

Chairman Kathy Kougl

Date of meeting March 10, 1982

Formal motions passed:

1. No formal motions passed.

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

Attach other sheets if needed

MINUTES OF

ACADEMIC PROGRAMS AND CURRICULUM COMMITTEE

March 10, 1982 K220 3:00 p.m.

Present:

AP: Kathy Kougl
Phillip Hahn
Louis Hill
Ray Shuster

CC: Staman Rodfong
Anthony Dastoli
Harold Yiannaki
Lois Hopkins

HP & IC: Thomas Copeland

CON. ED.: Daniel Suchora

Chairperson Kougl opened the meeting.

The minutes of the last meeting were approved.

Reports on questions raised by the Ad Hoc Chairmen's Committee,

1. K. Kougl reported that the proposed revision of the general requirements is being considered by the Academic Standards and Events Committee.
2. L. Hill reported that the Charter and Bylaws Committee wants the Academic Programs and Curriculum Committee to decide which division should receive course changes that affect more than one program.

Discussion followed. There was support for formally adopting the Curriculum Committee's past procedures for handling course proposals and objections to course proposals.

The following motion was moved by Suchora and seconded by Rodfong:

In reviewing course proposals, if the Curriculum Committee thinks a course proposal significantly affects another program, then the Committee may refer the proposal to the Academic Programs Committee.

Since a quorum was not present at the time of the vote, voting will be by mail ballot.

Because of lack of time, the last two items on the agenda were not covered and will be taken up at the next meeting.

The meeting was adjourned.

Respectfully submitted,

Kathy Kougl, Chairperson

May 5, 1957

ARTS & SCIENCES

Thomas Dobbelstein _____
 William Eichenberger _____
 Beverly Gartland _____
 Martin Greenman _____
 Susan Mason sm
 Earl Harris Earl
 Richard Bee RB
 Edwin V. Bishop _____
 Hugh Earnhart _____
 Jack Neville _____
 John W. Manton JW Manton
 James Morrison _____
 James P. Poggione JPP
 Nicholas Sturm _____
 Mario Veccia MAV

At Large... _____
 Sidney Roberts SR
 Gratia Murphy GM
 Lowell Satre LS
 Larry Esterly LE
 Jean Kelty JK
 Anthony Stocks _____
 Frederick Blue FB
 George Beelen _____
 Taghi Kermani _____
 'kram Khawaja _____
 William Jenkins WJ
 Agnes Smith AS
 Friedrich Koknat FK
 Mark Masaki _____
 John White _____
 William Binning _____

BUSINESS ADMINISTRATION

BUSINESS ADMINISTRATION
 Virgil Lang VL
 Stanley Guzell SG
 Donald Mathews _____
 Dennis Bensinger _____

At-Large... _____
 Mervin Kohn MK
 Terry Deiderick TD
 Raymond Shuster RS
 Jane Simmons JS

SCHOOL OF EDUCATION

Winston Eshleman _____
 Joseph Kirschner JK
 George Levitsky GL
 Jack Dunsing JD
 Louis Hill _____
 At Large... _____
 Peter Baldino PB
 Edward Tokar ET
 Edgar Cobett _____

SCHOOL OF ENGINEERING

Yucel Tokuz _____
 Peter Botros _____
 Wade Driscoll _____
 Robert McCoy RAM

At Large... _____
 Richard Jones _____
 John Peterson _____

FINE & PERFORMING ARTS

Darla Funk DF
 Joe Babisch _____
 Alfred Owens _____
 At Large... _____
 Donald Byo _____
 Edward Largent EL
 Joseph Lapinski _____
 Elaine Johasz _____

APPLIED SCIENCE & TECHNOLOGY

Mary Beaubien _____
 Joan Boyd JB
 Ralph Crum _____
 Cynthia Peterson CP
 Patricia McCarthy PM
 C. Allen Pierce AP
 At Large... _____
 Virginia Phillips VP
 Audrey Owens AO

ADMINISTRATION

Taylor Alderman _____
 Charles McBriarity CM
 James Scriven _____
 Neil Humphrey _____
 Bernard Gillis _____
 James Douglass JD
 John Yemma JY
 Frank Siebold FS
 Lee Rank LR
 Bernard Yozwiak BY
 Nicholas Paraska NP
 Robert Dodge _____
 William McGraw WM
 George Sutton GS
 David Ruggles DR

STUDENT MEMBERS

James C. Nevis _____
 Paul M. Avdey PA
 Laurie Airhart _____
 Rainer Kangas _____
 Nan Hudak _____
 Brenda Cipriano _____
 Catherine Simpson _____
 Crystal Shells _____
 Mark Mook _____
 Karen Lewandowski KL
 Ray Nakley _____
 Ed Salata _____
 Cynthia Beckes _____
 Dean Deperro _____

COVER SHEET TO BE ATTACHED TO ALL REPORTS SUBMITTED TO THE ACADEMIC SENATE

Date May 6, 1982

Report Number (For Senate Use Only) _____

Name of Committee Submitting Report _____

Committee Status: (elected chartered, appointed chartered, ad hoc, etc.) _____

Names of Committee members: Joan DiGiulio, Chairperson; Bernice Brownlee, Kathy Koughl, Dean McGraw, Pat Sorenson, Magdalen Stafford, Peter Von Ostwalden, Margaret Braden, Dennis Henneman, Raymond Kramer, Theresa Maskulka, George Sipka, & Anthony Stocks.

Please write a brief summary of the report which the Committee is submitting to the Senate: (attach complete report) See attached motions.

Do you anticipate making a formal motion relative to the report? _____

If so, state the motion: _____

If there are substantive changes made from the floor in your committee recommendation, would the committee prefer that the matter be sent back to committee for further consideration? _____

Other relevant data: _____

Joan DiGiulio
Chairman (please initial)

Current Policy

An incomplete grade of I may be given to a student who has been doing satisfactory work in a course but who, for reasons beyond control and deemed justifiable by the teacher, had not completed all requirements for a course when grades were submitted. A written explanation of the reason for the I must be forwarded to the Records Office for inclusion in the student's permanent record, with copies to the student, department chairman, and dean of the appropriate school. The I may be used only for a student whose previous work in that course has been satisfactory, and only for reasons beyond that student's control. In no case may an I be used to allow a deficient student extra time to avoid failing a course. Similarly, there is no administratively established period of time within which an I must be converted, but in no instance may an I be converted after a student has received a baccalaureate degree. An I may remain on the record for an unlimited period of time and without penalty, assuming it was appropriately given.

Department chairmen are granted authority to convert grades of I into final grades in cases where teachers may have severed connections with the University or have become incapacitated before accomplishing conversion of the grade.

Proposed Policy

The grade of I may be given to a student who has been doing satisfactory work in a course but who, for reasons beyond his/her control or deemed justifiable by the teacher, has not completed all requirements for a course when grades were submitted. A written explanation of the reason for the I must be forwarded to the Registrar's Office for inclusion in the student's permanent record, with copies to the student, department chairman, and the dean of the school. A standard form is provided for this purpose.

It must be emphasized that an I may be used only for a student whose previous work in that course has been satisfactory. In no case may an I be used to allow a deficient student extra time to avoid failing the course.

Until the I is converted, it will not be included in the calculation of the student's point average.

If the I has not already been changed to a letter grade, it will be automatically converted to an F after the first six weeks of the next regular quarter (excluding summer quarter).

In extenuating circumstances, a faculty member, with the Dean's approval, may change the converted F to a letter grade any time within a one year period from the time the I grade was assigned. The converted F may not be changed to a letter grade after this one year period. If conditions beyond a student's control exist, the student may petition for a W. In no case may a grade be changed after a student has received a Baccalaureate degree unless the grade being changed is in a course taken subsequent to the conferring of the degree.

Department chairmen are granted authority to convert grades of I into final grades in cases where teachers may have severed connections with the University or have become incapacitated before accomplishing conversion of the grade.

Minutes of Academic Standards & Events Committee - April 15, 1982

Present: Joan DiGiulio, Chairperson
Bernice Brownlee
Kathy Kougl
Dean McGraw
Theresa Maskulka
Pat Sorenson
Magdalen Stafford
Anthony Stocks

Absent: Margaret Braden
Dennis Henneman
Raymond Kramer
George Sipka
Peter Von Ostwalden

Guests: Ilajeon Feldmiller
Alice Betz
Ray Nakely

Meeting was called to order at 12 noon.

New Business

1. Nutrition Courses 551 and 502 as Science Requirement.

Ilajeon Feldmiller and Alice Betz presented rationale for above nutrition courses to fulfill science requirement. A discussion was held. The following motions were made.

- (a) That science credit be given for the course Home Economics 502, Nutrition Fundamentals.

Moved by Joan DiGiulio
Seconded by Magdalen Stafford

Motion was defeated.

- (b) That science credit be given for the course Home Economics 551, Normal Nutrition I.

Moved by Anthony Stocks
Seconded by Theresa Maskulka

Motion passed.

Old Business

1. Audit Policy

Ray Nakely presented his proposal for an audit policy compromise. A lengthy discussion followed. Committee members wished to withhold taking any actions until Bernice Brownlee clarifies several questions regarding the proposal.

Meeting adjourned at 1:30 p.m.

Joan Di Giulio

Please attach to all committee minutes submitted to (1) Chairman of the Senate (2) Secretary of the Senate (3) Library

Name of Committee Academic Standards & Events
Chairman Joan De Paulo

Date of meeting 5/6/82

Formal motions passed:

1. The grade of I may be given to a student who has been doing satisfactory work in a course but who, for reasons beyond his/her control deemed justifiable by the teacher, has not completed all requirements for a course when grades were submitted. A written explanation of the reason for the I must be forwarded to the Registrar's Office for inclusion in the student's permanent record, with copies to the student, department chairman, and the dean of the school. A standard form is provided for this purpose.

It must be emphasized that an I may be used only for a student whose previous work in that course has been satisfactory. In no case may an I be used to allow a deficient student extra time to avoid failing the course.

3. Until the I is converted, it will not be included in the calculation of the student's point average.

If the I has not already been changed to a letter grade, it will be automatically converted to an F after the first six weeks of the next regular quarter (excluding summer quarter).

4. In extenuating circumstances, a faculty member, with the Dean's approval, may change the converted F to a letter grade any time within a one year period from the time the I grade was assigned. The converted F may not be changed to a letter grade after this one year period. If conditions beyond a student's control exist, the student may petition for a W. In no case may a grade be changed after a student has received a Baccalaureate degree unless the grade being changed is in a course taken subsequent to the conferring of the degree.

Department chairmen are granted authority to convert grades of I into final grades in cases where teachers may have severed connections with the University or have become incapacitated before accomplishing conversion of the grade.

6. _____

7. _____

MINUTES OF
ACADEMIC PROGRAMS AND CURRICULUM COMMITTEE

March 10, 1982 K220 3:00 p.m.

Present:

AP: Kathy Kougl	CC: Staman Rodfong
Phillip Hahn	Anthony Dastoli
Louis Hill	Harold Yiannaki
Ray Shuster	Lois Hopkins

HP & IC: Thomas Copeland

CON. ED.: Daniel Suchora

Chairperson Kougl opened the meeting.

The minutes of the last meeting were approved.

Reports on questions raised by the Ad Hoc Chairmen's Committee,

1. K. Kougl reported that the proposed revision of the general requirements is being considered by the Academic Standards and Events Committee.
2. L. Hill reported that the Charter and Bylaws Committee wants the Academic Programs and Curriculum Committee to decide which division should receive course changes that affect more than one program.

Discussion followed. There was support for formally adopting the Curriculum Committee's past procedures for handling course proposals and objections to course proposals.

The following motion was moved by Suchora and seconded by Rodfong:


In reviewing course proposals, if the Curriculum Committee thinks a course proposal significantly affects another program, then the Committee may refer the proposal to the Academic Programs Committee.

Since a quorum was not present at the time of the vote, voting will be by mail ballot.

Because of lack of time, the last two items on the agenda were not covered and will be taken up at the next meeting.

The meeting was adjourned.

Respectfully submitted,


Kathy Kougl, Chairperson

cb