

UNIVERSITY SENATE MINUTES--JANUARY 13, 1970

A special meeting of the University Senate was called to order on Tuesday, January 13, 1970, at 4:00 p.m. in Cogswell Auditorium by Lawrence A. Ianni, Vice Chairman. A quorum was present. The purpose of the special meeting was to reduce the number of reports that would have to be made at the scheduled meeting in February.

Ralph W. Cordier, Chairman, reported for Committee D (Academic Standards). He made the following announcements before giving the committee report: Due to the power failure, the finals scheduled for 8:00 have been rescheduled for 5:00-7:00 p.m. on Thursday. With regard to the request for names to which merit increases might be given for the coming year, there were some questions concerning the announcement for the merit raises for this year. A second statement will be given which will be in more detail. The deadline for merit raises has been extended to February 20 and will be considered by the April meeting of the Board of Trustees. Another item will also be considered by the April meeting of the Board of Trustees. The new budget might provide for four grants to faculty. A forthcoming issue of the Faculty News will give details for how to apply for the out-service grants. The purpose is to provide graduate study toward completion of a graduate degree. The annual report of Committee E (Faculty Tenure, etc.) will be submitted at the April meeting of the Senate. This committee has had to compact its work in the middle of the year. An effort is being made to spread the work throughout the year.

Regarding the statement of the pass-fail system, attention is called to the items that, in a sense, have been revised. "One course during the sophomore, junior, and senior year" has had the "sophomore" added. Par. four has another minor change, "staff members will not be notified as to the identity of the 'pass-fail' students." The registrar will have a system to identify the pass-fail people. Par. five tells that students cannot change from pass-fail after they enter the course.

Ralph W. Cordier moved to accept Item 1 and Edward Hauck seconded it. John W. Reid said he wondered why it is necessary to go to the trouble of grading a lot of work for someone who will get only a pass-fail grade. Hugh B. Johnson, Jr. said he would like to ask why it is necessary to exclude general education courses from the pass-fail system. In the music area, all the courses are either major, minor, or general education. Some other departments also have this problem. Dr. Cordier replied that all the students take the general education courses. Blaine C. Crooks said he wanted to ask about the student changing his mind after entering the course, would he have up to the drop-add period to change his mind. Dr. Cordier replied that the election would have to be made initially and not subsequently.

A question was called and the motion carried to approve the following:

"1. RESTATEMENT OF THE PROPOSED PASS-FAIL SYSTEM: The Academic Standards Committee of the Senate recommends that the institution of a pass-fail system be restricted to a total of 12 semester hours during the student's college career. A student will be limited to one free elective course per semester during his sophomore, junior, and senior year. All courses in General Education and the student's major and minor field shall be excluded from this system.

"The purpose of this pass-fail system is to permit a student to take an elective course in a field of his personal interest where he will be competing with major students in the department in which the course is offered.

"Examples of such free elective would be the case of a physics major wishing to take a course in class piano, or painting; or the case of a major in art wishing to take a course in international relations, or in Elizabethan Literature. When scheduled, such a course should be included in the student's normal course load for the semester which may not exceed 18 semester hours.

"The staff members will not be notified of the identity of the pass-fail student in his or her class; this matter will be handled by the Computer Center through an appropriately coded card. (Steering Committee note: This paragraph has been changed from the way it appeared in the Faculty News, December 10, 1969. Action which necessitated this change was made at a special meeting of Committee D on December 12, 1969. Action taken by the committee at that time came too late to be included in the pre-Christmas edition of Faculty News.

"Upon entering a course on a pass-fail basis, the student would not be permitted to change his mind and request that he be given a letter grade for the course.

"The student taking a free elective on a pass-fail basis would be given academic credit without quality points for the course if he receives a passing mark in the course. If a student successfully completes a given number of hours within the 12 semester hour limitation, these would be deducted from his graduation requirement of 124 semester hours for the purpose of calculating his quality point requirement for graduation."

Dr. Cordier said some changes have been made in the optional class attendance. They were that freshmen were excluded, advanced ROTC was excluded, and upper classmen must attend to the end of the drop-add period. He then moved to approve item 2 and Edward Hauck seconded it. John P. Hoyt asked what the definition of upper classmen was. Cordier said they were sophomores, juniors, and seniors. Someone then asked whether a professor can set his own standards for attendance for a course. Cordier replied that if you fail someone for not attending, you would be running counter to the spirit of the policy. John R. Sahli asked whether "pop quizzes" were the prerogative of the professor. Cordier replied that he thought they were.

Thomas D. Goodrich said he thought the prerogative should be that of the department to decide on class attendance. Music and physical education departments are especially concerned with this matter. ROTC, also, is a matter of Federal policy about which we do not have much choice. Cordier said the present policy of class attendance would apply to freshmen. Ianni said that during the period before the drop-add period, the present policy in the catalog would apply. Hugh B. Johnson, Jr. said this created a problem in the Music Department. The ensembles and orchestra need persons to be present. If a person does not attend, he will be dropped from the ensemble even though it is needed for his graduation. Richard H. Madden asked what recourse a student has if his grade is lowered because of attendance. Ianni said that in all matters of grades the students would first go to the department chairman and then to the upper eschelons. He thought the channels would satisfy the student. Thomas D. Goodrich asked if anyone was present from the Physical Education Department to explain how they will handle attendance and what about professors who give quizzes that are missed by students and they are not permitted to make the quizzes up. He asked wouldn't this be contrary to the spirit of the system.

Lewis H. Shaffer said that in the course of highway safety education, it is necessary for the students to be present at all classes. He thought there were special areas in which students should be there and the professors should demand that they be there. Robert H. Saylor said he wanted to speak in favor of the proposal. It is a reversal inasmuch as before the obligation was on the student and now it is on the instructor to attract the students. Lawrence R. Tucker said he was a member of the Physical Education Department and that learning is both academic and kinesthetic there. It is necessary for the students to be present where they can learn kinesthetically. Robert Woodard said he would like to speak in favor. He said what would apply in English would not apply to a music course and he thought the students were wise enough to see that there are differences. They can tell where they can read what is necessary and where they must be present.

Don-Chean Chu said he agreed that the responsibility should be put on the teacher but not all the learning in a particular class is in the books. Smith said he was in favor of the philosophy but there was a course in student teaching to which this might apply. Cordier said it was not intended that student teaching would fall under this policy. Daniel G. Reiber said he would be in favor of making the policy optional with the teacher. Richard Hazley said he would like to take a cynic's view and say that he didn't think this policy would be better or worse than the present policy. The proposed system puts the responsibility on the instructor. There is nothing in the item that says an instructor cannot give a two-minute quiz each day. There was a motion for the question and the motion carried and debate closed. The motion carried in a standing vote with 49 for and 47 against to approve the following:

"2. **OPTIONAL CLASS ATTENDANCE:** This proposal was brought to the attention of the Committee on Academic Affairs by the Student Government Association. The Committee recommends that the proposal be approved with the following reservations and regulations:

"A. **Reservations** 1. Optional class attendance shall not apply to Freshmen who will be required to attend all classes. The advanced course in the ROTC program is excluded from this option. 2. All students, including upper-classmen, will be required to attend all of their classes at the opening of the semester until the close of the Drop-Add period. The purpose for this requirement is that it will enable us to stabilize our class enrollments.

"B. **Procedures** 1. The upper-classmen who exercise the option of not attending classes will be entirely responsible for meeting all requirements for the courses he or she is taking. The student will likewise be responsible for learning about course quizzes, tests, and other activities that require his or her presence in the classroom. 2. The instructor will be required to conduct his or her course for the benefit of those students who exercise the option of attending classes."

Cordier said that with regard to honorary degrees there are changes with regard to the procedure. The Senate recommended that it give the initial approval and the Board said it would give the final approval. This boxed in the committee and it came up with the printed change. Cordier moved and S. Trevor Hadley seconded to adopt Item 3. J. Marle Rife asked whether Items 1 and 4 were redundant. Cordier said Item 4 is an explanation of Item 1. Rife asked how public service was defined. Cordier said that public service was considered as a broad area.

Francis G. McGovern said that when this was being discussed in the committee, it was brought up that private and religious schools concentrate in granting degrees in their areas. Since this was a public institution, it could concentrate on the public area. Richard E. Berry asked whether the criteria could be "dressed up" before being published in a booklet. Ianni said these are general guidelines and the individual citations would be detailed. Cordier said the committee intended to make the statements general in nature. Richard Hazley said he thought the discussion was getting away from the main reason the item was on the agenda--for the faculty to pass on the people for honorary degrees. A question was called and the motion carried to approve:

"3. THE GRANTING OF HONORARY DEGREES: (So that the members of the Senate can more clearly follow the revisions made at recent Committee D meetings, the entire policy for granting honorary degrees is restated. The revisions concern items (2) and (3) under 'Procedure.'

"Criteria (1) Public Service. Because it is a state-owned institution, honorary degrees awarded by Indiana University of Pennsylvania shall reflect recognition of meritorious achievement in an area of public service. (2) Meritorious Achievement. Meritorious achievement shall be an accomplished fact before this recognition is given. (3) Extent of Achievement. The achievement recognized should be broadly based, and should cover a fairly extensive period of time. (4) Areas of Public Service. The areas of public service in which achievement shall be considered shall consist of the academic, scientific, public, business, and arts worlds. It is understood that religion or theology would be in the Public World, and authorship in any area. (5) Consideration will be given to any candidate satisfying the above criteria without regard to race, creed, political affiliation, or national origin.

"Procedure (1) Recommendations for honorary degrees should be submitted by January 15 and may originate with the following: a. Board of Trustees b. Alumni c. Administration d. Faculty e. Student Body *(2) The Academic Standards Committee shall serve as a screening committee, and recommend the appropriate degree(s). Its recommendation(s) shall be transmitted directly to the President. *(3) Final action on honorary degree awards shall be taken by the Board of Trustees upon recommendation by the President.

"*Committee D recommends the following revisions for numbers (2) and (3) in the foregoing procedures: (2) The Academic Standards Committee shall serve as an initial screening committee and recommend the candidate(s) and the appropriate degree(s). Its recommendations shall be referred to the University Senate for approval. The recommendations, as approved, shall be transmitted to the President of the University for referral to the Board of Trustees for final approval."

Cordier said the next item was quite routine and refers to the staff calendar for the next semester. Since the matter of final examinations was up in the air at the time of considering this section, it is stated on the calendar as "dates to be determined later." Cordier moved and Jerry Eddy seconded to adopt Item 4. Raymona E. Hull said some persons like to hand the students a definitive time schedule for the semester at the first meeting. Cordier said this was not possible because the matter of final examinations was not decided at the time the committee considered this item. Thomas D. Goodrich said the calendars for the undergraduate and graduate courses did not mesh this semester and whether they would mesh in the proposal. Cordier said they would in as much as the Graduate School can meet this calendar since it has its own calendar. The motion carried to approve:

"STAFF CALENDAR FOR SECOND SEMESTER 1969-70 In accordance with Senate action taken sometime ago, the Staff calendar for the second semester of this school year is submitted herewith for Senate approval. The Senate should be reminded that this calendar represents a composite of judgment on the part of all those staff people who are concerned with the items that appear in this calendar. All of those people reviewed a tentative calendar and recommended corrections, additions and/or deletions in it.

"A copy of this proposed calendar is attached to the agenda."

Cordier said Item 5 concerns the use of the "W" mark for withdrawal. This item represented a change to the present policy. The prior time period was ten weeks, which was after the student had gotten his midterm marks. It was felt that the period was too long. The second item is not a conflict with the first item. It is a provision for special situations. Cordier moved and Richard E. Berry seconded to adopt Item 5. Hugh B. Johnson, Jr. asked whether there was such a grade as "W" "F". Robert C. Warren said there was not and the grade must be either "W" or "F". Johnson asked what would be considered as serious reasons. Cordier said someone would have to make that decision. John E. Merryman asked what role the instructor played in this process. Cordier said if a student fell ill and had a serious reason to withdraw, instead of involving five to six instructors, the student would involve only the adviser, department chairman, and the dean. Merryman asked whether it would be the department chairman of the major or of the department offering the course. Cordier said it would be the department chairman of the major.

S. Trevor Hadley said he had to make the decision about students withdrawing from school. He asked whether this item takes over the procedure from him. Robert C. Warren said that at the meeting it was not the purpose to circumvent the policy with regard to total withdrawal. The Dean of Students would still make the decision with regard to total withdrawals. Ralph W. Reynolds asked whether instructors would have to notify all students during the fifth week as they do now with D and F reports. Cordier said this would be only for students who give an intent to withdraw. A question was called and the motion carried to approve:

"5. THE 'W' MARK FOR STUDENT WITHDRAWAL FROM CLASSES DURING THE SEMESTER. Committee D recommends to the Senate for its approval the following revised policy regarding a student's withdrawal from classes during the semester:

"A. That students be permitted to withdraw from a course with the mark of 'W' up to six (6) weeks from the beginning of classes and that the faculty be advised to inform students of their standing in class prior to the termination of this period. (The time element heretofore was ten (10) weeks).

"B. That following the close of the six-weeks withdrawal period, a student may withdraw from a course with the approval of the advisor, the department chairman, and the dean of the school, in that order, for such reasons as illness, accidents, or extreme personal problems, and the grade be recorded as a 'W' without penalty. This withdrawal must occur no later than one week before the beginning of final examinations."

I. L. Stright, Chairman, reported for Committee F (Graduate Council) and moved to accept the report. It was seconded by William F. Grayburn, a question was called, and the motion carried to accept:

"(1) Approved a new graduate program in Music leading to the Master of Arts Degree in Music. (2) Approved revisions in the procedure for the employment and supervision of graduate assistants. (3) Approved an expansion of the graduate offerings in English to accommodate the program leading to the Ph.D. degree in English and American Literature. (4) Approved a new course in Education, International Education Studies Program (Ireland). (5) Approved six new courses in Political Science as a part of the program leading to the M. Ed. degree in the Social Sciences. (6) Approved two new graduate courses in Biology and the deletion of one. (7) Approved in its revised form the new program in Reading presented by the Department of Elementary Education, which will lead to a new degree, the Master of Education Degree in Reading and provide certification for students as Reading Specialists or Reading Supervisors. (8) Approved modifications in the program leading to the M. S. degree in Chemistry. (9) Approved a new course in Home Economics, Study Tour in Oriental Life."

S. Trevor Hadley, Chairman, reported for Committee H (Student Affairs and Athletics). He said for a year Committee H has been struggling with a social code for the University. The 32-page document would have to be considered at the February meeting since it could not be duplicated and distributed in time for the current meeting. It was then tabled until the February meeting.

Ianni said that one item that had been considered at the meeting today had a 49-47 vote. There are some 500 plus members of the Senate. If any colleagues who were not pleased with the actions of the Senate were not present, they should see why they should be present. The meeting was then adjourned.

Respectfully submitted,

John A. Polesky
John A. Polesky, Secretary

Upon a motion duly seconded and carried by unanimous vote, the actions taken by the University Senate at its meeting on January 13, 1970 were approved by the Board of Trustees at its meeting on February 13, 1970, with the following exception:

A special committee of the Board of Trustees appointed by Dr. Davis to establish the criteria and procedure for the granting of honorary degrees will give due consideration to the criteria and procedure recommended by Committee D and passed by the Senate.