

MINUTES OF THE UNIVERSITY SENATE

The September 28, 1976 meeting of the University Senate was called to order by Chairman James Gray at 3:25 p.m. in Pratt Auditorium.

The following Senators were absent but excused: Senators Cashdollar, Hudson, Lafranchi, Murdoch, Park, Sledzik, Spieker, Storm, Wilburn and M. Woodard.

The following members of the Senate were also absent: Senators Benz, Berthy, Bilicic, Borst, Broughton, Carone, Dakak, Ferguson, Gallati, Gillis, Glott, Grover, Kupchella, McNamara, Mueller, Nold, Rife, Roffman, Schneider, Swauger, Walz, R. Woodard, Cegelis, Heine, Kaminski, Laurdra, Lockwood, McGraw, Thomas, Whited and Wolfe.

On a motion by Senator Chaszar, seconded by Senator Goodrich, the minutes of the April 29, 1976 meeting were approved as published. On a motion by Senator Sargent, seconded by Senator Penta, the minutes of the May 4, 1976 meeting were also approved as published.

Chairman Gray's reports and announcements included the following:

1. Reminder that Senate meetings are to be convened at 3:15 p.m. and urged Senators to be present at that time.
2. Reminder to Committee Chairpersons that dates and times of all committee meetings should be reported to the officers of the Senate and to the Daily Bulletin, as all committee meetings are open.
3. Urged Committee Chairpersons to get as much work as possible done early in the year, in order to avoid the rush in the spring.
4. Indicated that the Chairman of the Senate will chair the discussions of committee reports after presentation by the committee chairperson.
5. Reminded Senators to check their addresses on the attendance roster as it was being circulated.
6. Informed the Senate that each agenda would include an item under "New Business" for discussion as a means of promoting the Senate as a forum for discussion of major matters of importance to the University.

Senator Kofoid, Chairman of Committee A (Rules), reported on the organizational meeting of the committee. He reported that he had been elected Chairman and Senator Wanda Rife was elected Secretary. The sub-committees will be chaired as follows:

Committee A1 - Elections - Senator Lehman
Committee A2 - Agenda - Senator Alice Louise Davis
Committee A3 - Constitution - Senator Eddy

Senator Wayne Davis moved to reverse the order of business in order to permit discussion on the President's proposed reorganization plan before the presentation of committee reports. The motion was seconded by Senator Eddy and passed by the Senate.

The Division of the School of Arts and Sciences into two schools was the first item of concern in the reorganization plan. Senators indicated that they were unsure of why the Mathematics Department was being included in the School of Natural Sciences and Mathematics. Concern was also expressed as to why the School of Arts and Sciences was being divided into two schools, rather than into three or being left as one.

There was concern expressed that parts of the proposal are not merely administrative changes, but have implications as far as academic disciplines are concerned that may not have been anticipated. It was pointed out that form change can also change content and that enough is not now known about these proposed changes. It was indicated that the faculty has not been told "why" these changes would result in a better university.

Another area of concern in the reorganization was the establishment of a Theater Department within the School of Fine Arts when there has been no faculty or budgetary commitment to support this new department. It was also pointed out that no advance arrangements were made with the schools involved. The English Department has prepared a statement to President Wilburn expressing its objections to such a move until specific matters have been clarified.

Indications were that the transfer of the Economics Department to the School of Business was strongly opposed by the Department. The School of Business indicated that it had no strong feelings either way, but expressed its feeling that if the Economics Department were transferred to the School of Business that things could be worked out. However, it was pointed out that the School of Business is basically vocationally-oriented and that in view of this felt that the Economics Department more properly belonged with the Social Sciences.

Chairman Gray indicated that he would like to take to the Faculty Segment of the President's Cabinet the feeling of the Senate in regard to this reorganization. As a result, Senator Wayne Davis moved, and Senator McClure seconded, that it is the sense of the Senate that the President delay implementation of items 6, 7, 10, 11 and 12 of the reorganization plan until there is further explanation and discussion. This motion was passed by a vote of 70 Yes, 3 No. Senator Lenglet indicated that he felt the President would be receptive to delays as they affect academics, but was concerned with presenting to the Board of Trustees in October those changes which affect personnel, mainly because of the anxiety these create.

Senator Reber, Chairman of Committee B1 (Academic Procedures) moved that the Senate recommend that the University maintain the current summer school pattern (3-6-3). The motion was seconded by Senator Bowers and passed by the Senate.

Senator Reber moved adoption of the Academic Violations Procedure as presented. His motion was seconded by Senator Shirey. An amendment to delete item b. under Minor Violations (evasion of University policies or procedures) was moved by Senator Buterbaugh and seconded by Senator Lentz. This amendment to the policy was passed by the Senate and the motion for adoption of the Academic Violations Procedure, as amended, was approved by the Senate. The procedure is attached.

Senator Lehman, Chairman of Committee A1 (Elections), conducted the following elections:

Senator Wanda Rife was elected to the Faculty Segment of Committee E,
(Faculty Research, Library, and Educational Services).

Senators Eleanor Suhrie and Calvin Weber were elected to Committee A,
(Rules).

The following Senators were nominated to serve on Committee I
(Continuing and Nonresident Education). Four were elected:

<u>Richard Kolaczowski</u>	55
<u>Anthony Nania</u>	53
<u>Edwin Fry</u>	38
<u>Thomas Kistner</u>	37
Richard Mease	36

The meeting was adjourned at 4:50 p.m. due to the lack of a quorum.

Respectfully submitted,

Alice Louise Davis

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Secretary

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ACADEMIC VIOLATIONS PROCEDURES

Adopted by the University Senate on September 28, 1976

Minor Violations, with maximum sanction of "F" in the course:

- a. Cheating by those who give as well as receive aid in course or laboratory work
- b. Plagiarizing in any way.

Major Violations, with any sanction up to and including expulsion from the University:

- a. A second minor academic violation at any time in a student's career at Indiana University of Pennsylvania
- b. Purposeful evasion of University policies or procedures
- c. Possessing an examination without the instructor's authority or prior knowledge
- d. Defacing library books or educational instruments or materials.

Minor Violation Procedure:

An instructor may recommend the failure of any student for any minor violation in his course. Within ten (10) days of the violation, the instructor must inform the student and must file a written report of the violation with the Academic Discipline Subcommittee of the Senate Academic Procedures Committee and the Vice President of Academic Affairs, making the violation a matter of record. The report may be submitted on a form available in each departmental office and must include the following:

- a. name of student involved
- b. course
- c. instructor
- d. date and time
- e. circumstances and supportive data
- f. sanction recommended.

If the student disagrees with the sanction recommended, the following appeal procedure must be followed. If the student does not appeal within fifteen (15) days at any appeals level, the sanction will be automatically invoked. At no stage of the appeal may the original sanction be increased.

1. Within fifteen (15) days of the date of the instructor's written report, the student must request a conference with the Chairperson of the department wherein the student and the instructor involved are heard by the Chairperson. The heaviest sanction which can be imposed by the Chairperson is to uphold the sanction imposed by the instructor. Within ten (10) days of the conference, the Chairperson must forward a written report of his decision concerning the instructor's sanction to the Academic Discipline Subcommittee and the student and instructor involved.

2. Within fifteen (15) days of the date of the Chairperson's report, the student may appeal to the Academic Discipline Subcommittee of the University Senate's Academic Procedures Committee.

3. In the case when the Chairperson decreases the sanction originally recommended by the instructor, the instructor may appeal the Chairperson's ruling to the Academic Discipline Subcommittee within fifteen (15) days of the date of the Chairperson's report.

4. The Academic Discipline Subcommittee is composed of faculty and students elected from Senate Committee B1. The Subcommittee is chaired by a student elected by the members of Committee B1. After holding a hearing, the Academic Discipline Subcommittee may:

- a. Accept the instructor's sanction
- b. Accept the Chairperson's ruling
- c. Reduce the sanction so far recommended
- d. Send the case back to the Chairperson for reconsideration along with recommendations. (This is not double jeopardy since the first hearing is not complete.)

The subcommittee MAY NOT increase the sanction originally recommended by the instructor. Within ten (10) days of the hearing, the Academic Discipline Subcommittee must send a written report of its decision to the student and the instructor involved. The decision is deemed final and will be implemented by the direction of the Academic Vice President.

Major Violation Procedure:

In the case of defacing library books or educational instruments or educational materials, possessing an examination without the instructor's authority or prior knowledge, and purposeful evasion of University policies or procedures, a written report must be sent to the Academic Discipline Subcommittee of Senate Committee B1, the student involved, and the Vice President of Academic Affairs, within ten (10) days of the violation, making the violation a matter of record. The report may be submitted on a form available in each departmental office and must include the following:

- a. name of student involved
- b. course (if relevant)
- c. instructor/person in charge
- d. date and time
- e. circumstances and supportive data
- f. sanction recommended (if any).

In the case of a second minor violation, the Academic Discipline Subcommittee will send written notification to the student involved within ten (10) days of the receipt of the written report of the second minor violation.

In either situation above which constitutes a major violation, there will be an immediate hearing called by the Academic Discipline Subcommittee. The hearing will be governed by its own rules as to internal proceedings along lines of "fundamental fairness" and will follow the standards of procedure where the accused should:

- a. Receive ten (10) days written notice of the charges against him, and the sanctions which may be applied if the charges are proven;
- b. Receive written notice of the date, time and place of the hearing (this should accompany the charges); non-appearance of the student is tantamount to a plea of NOLO CONTENDERE;
- c. Be advised of the names of the witnesses who will appear against him and the substance of their testimony;
- d. Have the right to present a defense and witnesses in his own behalf, and the right to cross-examine witnesses against him. (The Academic Discipline Subcommittee naturally has the same right to cross-examine defense witnesses.);

- e. Have the right to be assisted by an advisor of his choice including the right to legal counsel;
- f. Receive a transcript of the proceedings and a written report of the findings of the Academic Discipline Subcommittee.

If the student disagrees with the sanction recommended by the Academic Discipline Subcommittee, within fifteen (15) days of the date of the Academic Discipline Subcommittee's written report, he may appeal to an Appeal Board consisting of the Vice President of Academic Affairs (who will serve as Chairman), the Dean of the School in which the violation occurred, the Vice Chairman of the Senate, and the President of the Student Government Association. If the student does not appeal within fifteen (15) days of the date of the Academic Discipline Subcommittee's written report, the decision of the Academic Discipline Subcommittee is deemed final and will be implemented by direction of the President of the University.