

MINUTES OF THE UNIVERSITY SENATE

The November 13, 1979 meeting of the University Senate was called to order by President Chamberlin at 3:15 p.m. in Pratt Auditorium.

The minutes of the October 16 Senate meeting were approved as published, with Senators Bogan and Kirby being listed as excused rather than absent.

The following Senators were excused from the meeting: Senators Anderson, Andrew, Arroyo, Bogan, Foust, Gallanar, Graham, Katzbeck, King, Murdoch, Norberg, Podbielski, Sledzik and Wegener. In addition, the following Senators were also absent from the meeting: Senators Cunningham, Ford, Heimer, Hulse, Lauda, Magee, Mattox, Mease, Moreland, Mott, Receski, Walz, Warren, Carter and Sherman.

IUP President, Dr. John Worthen, reported to the Senate on current progress toward decreasing the University's budget deficit. The 12-member ad hoc committee which he had appointed has submitted its report and the Budget Committee will be meeting on Wednesday, November 14 to discuss this report, following which they will try to set a target figure for the deficit by the end of this fiscal year. On July 1, 1979 the predicted deficit was over \$3 million, but this has been revised downward to approximately \$1.6 million. If IUP gets its requested allocation for the next fiscal year, it should be able to absorb a deficit of \$1 million. IUP has requested permission to fill 23 of 43 vacant non-instructional positions.

Another item which Dr. Worthen reported on was the signing of a cooperative agreement with the Pennsylvania College of Optometry, whereby they will hold in their freshman class positions for four IUP students who may be accepted in their junior year and get their IUP degree at the end of their first year there.

President Chamberlin made the following announcements to the Senate:

1. Asked Committee Chairpersons to forward any records of their committees which they are no longer using to the University Archives.
2. Announced that one of his goals as President of the Senate is to establish a procedure manual for all Senators. He asked that all committee chairpersons submit in writing a detailed procedure of the manner in which their committee functions.
3. In regard to the final examination policy which had been adopted by the Senate but tabled by the Board of Trustees until APSCUF had reviewed it, APSCUF has completed its review and recommended the addition of the phrase "Unless granted an excused absence" at the beginning of the second sentence of the second paragraph. A motion by Senator Shirey, seconded by Senator Shawer, and passed by the Senate, approved the addition of this phrase, and the Final Examination Policy will now go to the Board of Trustees for action. A copy of the Final Examination Policy as it will go to the Board of Trustees is included here as Attachment 1.

The Vice President of the Senate, Mark Williams, reported that 14 student Senators had been screened into the Senate over the past couple of weeks, with six vacancies to be filled during the SGA elections. He asked Committee Chairpersons to send him copies of the committee meeting minutes and announced that he will be distributing a list of student senators and their committee assignments in the near future.

Under Old Business, the Senate returned to the discussion of Article X, Section I of the University Senate By-laws. The motion which was on the floor at the close of the October meeting (Horoho/Lambert) was withdrawn, as the intent had been misinterpreted. The By-laws of the University Senate, as amended, with the exception of Article VIII, were then approved by the Senate.

On the recommendation of Committee B2, chaired by Senator Chellman, the Bachelor of Science Degree Program in Social Work was approved, with the following new courses and curriculum requirements:

1. New Courses:

- a. SW 301 - Social Work Methods - 3 cr.
- b. SW 302 - Intervention Strategies - 3 cr.
- c. SW 401 - Social Case Work - 3 cr.
- d. SW 403 - Social Group Work - 3 cr. (prerequisite: SW 301)
- e. SW 405 - Community Organizations - 3 cr.
- f. SW 407 - Human Service Management - 3 cr.
- g. SW 459 - Development of Social Services - 3 cr.

2. Curriculum:

- a. Social Work Core Curriculum (12 hrs of required courses, as designated)
 - SW 301 Social Work Methods
 - SW 302 Intervention Strategies in Social Work
 - SW 344 Introduction to Social Research
 - SW 346 Social Welfare Policies
 - OR
 - SW 459 The Development of Social Services
- b. Human Behavior and the Social Environment (12 hours in sociology and/or anthropology)
- c. Field Placement in Social Work (12 hours)
- d. Elective Courses in Social Work
 - SW 238 Introduction to Social Work
 - SW 401 Social Case Work
 - SW 403 Social Group Work
 - SW 405 Community Organization
 - SW 407 Human Services Management
 - SW 481 Special Topics Seminar
 - SW 482 Independent Study
 - SW 483 Special Readings

As recommended by Committee B2, the General Education Substitutions List was approved by the Senate, as shown in Attachment 2, noting that all courses on the approved substitute list require the approval of the student's major advisor. In addition, on a motion by Senator Goodrich, seconded by Senator Gillis, a statement to the effect that these courses may not be taken pass-fail if they are being taken as general education courses was added.

Senator Goodrich, Chairman of Committee E, made the following reports:

1. Research Subcommittee: Senate gave approval for research projects at the September 1979 meeting, but as of the present time there are no funds to support these projects.
2. Library Subcommittee: The library is working and operating under very depressing conditions. The library has been allocated only \$65,000 for the purchase of books for 1979-80 and much of this money has been expended to pay for the books purchased during 1978-79 for which the invoices are just now being processed. There is a definite need for many more serials in the Library.

On the recommendation of Committee E (Faculty Research, Library, and Educational Services) the Senate approved the following amendments to the By-laws of The Imprint Series:

ARTICLE IV. The Board shall meet, upon call of either the chairperson, the secretary, or at least one-half of the membership, at least once during each regular semester; said meeting shall be scheduled no later than mid-semester. Additional meetings may be called by the chairperson, the secretary, or at least one-half of the membership.

ARTICLE VIII. Material to be considered for publication shall include: an individual article or monography, a series of papers presented in a symposium or similar scholarly assembly, or a periodical that shall meet the guidelines for support according to the policy on Scholarly Journals.

Committee A (Rules) made the following report to the Senate:

1. Dates of future Senate meetings: December 11, 1979, February 12, March 11, April 15 and May 6, 1980.
2. Committee A3, Adjudication, submitted a ruling on the Constitutional question of the Senate's responsibilities concerning the curriculum of the University. See Attachment 3 for the question, the ruling and the basis and understandings of the Committee A3 ruling.
3. Committee A will meet at 3:15 p.m. on November 20 in Ackerman 207.

Committee D (Graduate) submitted the following for Senate information:

1. Home Economics Course changes:
Change HE 571 to HE 676 - Curriculum Development in Home Economics
Change HE 572 to HE 672 - Evaluation in Home Economics
Change HE 672 to HE 690 - Research in Home Economics
(These are number changes only, not course titles). Changes 1 and 2 will eliminate the dual level numbers and the courses will be offered only at the graduate level. Change 3 will change the number of the research course to correspond to numbers used by other departments across campus.

On the recommendation of Committee D (Graduate), the Senate approved the following:

1. New courses in Food and Nutrition:
FN 544 - Food Composition and Biochemistry - 3 cr.
FN 645 - Protein, Carbohydrates and Fats in Nutrition - 4 cr.
FN 646 - Vitamins and Minerals - 4 cr.
All three courses can be used to meet ADA requirements for continued certification.
2. Courses from the Health and Physical Education Department in the M.S. in Sports Sciences program:
HP 634 - Current Literature in Sport - 3 cr.
HP 636 - The Curriculum in Physical Education and Sport - 3 cr.
HP 690 - Internship - 3-6 cr.
HP 699 - Independent Study - 1-3 cr.
3. Courses for the Counselor Education Department which will qualify IUP for a supervisory certificate for pupil personnel services:
CE 649 - Principles of Supervision - 3 cr.
CE 647 - Introduction to Pupil Personnel Services - 3 cr.
4. M.S. in Geology:
 - a. Minimum requirement - 30 semester hours of approved graduate study
 - b. Graduate School Requirement:
 - 1) One-half of 30 semester hours to be composed of non-dual level graduate courses
 - 2) GR 615 - Elements of Research - 3 credits
 - c. Geoscience Department Requirements:
 - 1) GR 850 - Thesis - 4 credits (committee thesis)
 - 2) GS 699 - Independent Study - 2-4 credits
 - 3) Minimum of 21 hours of geology, including geology field course - 21 credits

TOTAL 30-32 credits.

On the recommendation of Committee I, which was convened by Senator Ice on October 11, the Senate approved the motion to disband Committee I, for three basic reasons: 1) it has been inactive in the past; 2) the branch campuses no longer report to the committee on continuing and nonresident education, as was the case at the time the Senate was organized; and 3) the new By-laws of the Senate which are currently under discussion do not include Committee I.

Committee B1, Academic Procedures, chaired by Senator Duntley, submitted the results of its elections and reorganization, as follows:

Chairperson - Diane L. Duntley
Vice Chairperson - Kristopher Horoho
Secretary - Robert O. Warren
Chairperson - Subcommittee X (Emeritus & Honorary Status) - Fred Park
Chairperson - Subcommittee Y (Academic Procedures) - Kris Horoho
Chairperson - Subcommittee Z (Academic Discipline) - Michael Dorohovich
Representative to Admissions Committee - Mary Katzbeck

On the recommendation of Committee B1, the Senate approved the establishment of a TASK FORCE ON ACADEMIC ADVISING, within the framework of the proposal attached to these minutes as Attachment 4.

Committee B2, Curricula, chaired by Senator Chellman, requested approval of two new courses, PS 346 and SO 346, both entitled "Political Sociology", both three credits, with the following description:

Prerequisites: SO 151 or PS 111, or by permission of instructor

Examines: a. who controls the state and state policy
b. the role the state plays in stabilizing capitalism and extending the power of the upper class
c. the political activities of the middle and upper class
d. labor, civil rights and welfare rights social movements in America.

On a motion by Senator Landon, seconded by Senator Costa, this recommendation was returned to Committee B2 for further clarification.

On a motion by Senator Nesbitt, seconded by Senator Simkins, the Senate removed from the floor Article VIII of the University Senate By-laws which had been tabled at a previous meeting. Senator Landon moved a substitution of Article VIII, which was seconded by Senator Shirey. The Chair then announced that each Committee of the Article would be discussed separately.

A motion by Senator Duntley, seconded by Senator Dorohovich, and passed by the Senate deleted "it shall act for the Senate in making recommendations for honorary degrees and emeritus status" from the duties of Committee A, Executive Committee.

The meeting was adjourned at 5:00 p.m. due to the loss of a quorum.

Respectfully submitted,



Alice Louise Davis
Acting Secretary of the University Senate

ATTACHMENT 1

FINAL EXAMINATION POLICY:

The Final Examination Week is a part of the regular academic program and must be incorporated into each instructor's course plan for the semester. Final Examinations are not the only legitimate type of terminating activity, and therefore the instructor may choose an appropriate activity that conforms to course objectives.

The terminating activity shall take place only at the time and location assigned by the Scheduling Center. Unless granted an excused absence, the faculty member responsible for the course must be present for the full examination period to direct the terminating activity. Faculty members may require student attendance at the terminating activity.

No examinations will be allowed during the last week of regularly scheduled classes as a substitute for a final examination or terminating activity.

The faculty is requested to shun the practice of using the same examination more than once, and shall exercise maximum security in guarding examinations. Examinations shall not be typed by student secretaries. Professional secretaries shall be made to realize that mishandling of tests will result in recommendation for immediate dismissal. Final examination papers should be retained for at least one month.

Section 8212, Administrative Manual

Approved by the University Senate, November 13, 1979

ATTACHMENT 2

GENERAL EDUCATION SUBSTITUTIONS

COURSE:SUBSTITUTIONS:

AN 110 Introduction to Anthropology	AN 211 Cultural Anthropology
	AN 312 World Ethnography
	AN 313 World Prehistory
CR 101 General Administration of Justice	CR 102 Criminology
GE 101 World Geography: Man and Environment	GE 230 Cultural Geography
	GE 231 Economic Geography
GE 102 Geography of the United States and Canada	GE 251 Geography of Pennsylvania
	GE 252 Geography of Latin America
	GE 253 Geography of Europe
	GE 254 Geography of USSR
	GE 255 Geography of Africa
	GE 256 Geography of East Asia
	GE 257 Geography of South and Southeast Asia
HI 104 History of U.S. and PA II	HI 103 History of U.S. and PA I
MU 301 Music History I (Music of Baroque and Classical Periods)	MU 103 Perspectives in Jazz
	MU 201 Jazz History I (American Jazz from its origin to the Swing era-1940's)
	MU 302 Music History II (Music of the Romantic era and 20th Century)
	MU 303 Music History III (Music of Medieval and Renaissance Periods)
MA 101 Foundations of Math	MA 102 Finite Mathematics
	MA 110 (011) Elementary Functions
	MA 121 (013) Calculus I for the Natural and Social Sciences
	MA 123 (017) Calculus I for Physics and Chemistry
	MA 127 (111) Calculus I
	MA 214 Probability and Statistics for Business Majors
	MA 217 (362) Probability and Statistics
SC 105 Physical Science I	PY 111 Physics I (Lec. and Lab)
	PY 131 Physics I (Lec. and Lab-Calculus)
PY 111 Physics I (Lec.)	PY 131 Physics I (Lec.-Calculus)
PY 111 Physics I (Lab)	PY 131 Physics I (Lab.-Calculus)
PY 112 Physics II (Lec.)	PY 132 Physics II (Lec.-Calculus)
PY 112 Physics II (Lab)	PY 132 Physics II (Lab-Calculus)

	(Substitutions)
PY 131 Physics I (Lec-Calculus)	PY 111 Physics I (Lec)
PY 131 Physics I (Lab-Calculus)	PY 111 Physics I (Lab)
PY 132 Physics II (Lec-Calculus)	PY 112 Physics II (Lec)
PY 132 Physics II (Lab-Calculus)	PY 112 Physics II (Lab)

(NOTE: SC 105, PY 111-112, PY 131-132 are all approved General Education courses. The substitutions make possible the taking of various combinations of lecture and lab courses.)

ALL COURSES ON THE APPROVED SUBSTITUTION LIST REQUIRE THE APPROVAL OF THE STUDENT'S MAJOR ADVISOR. THESE GENERAL EDUCATION SUBSTITUTIONS MAY NOT BE TAKEN PASS/FAIL IF THEY ARE TAKEN AS GENERAL EDUCATION COURSES.

Approved by the University Senate - November 13, 1979

ATTACHMENT 3

RULING OF COMMITTEE A3 (ADJUDICATION)

THE QUESTION BEFORE THE COMMITTEE, AS STATED IN THE OCTOBER 19 SENATE MINUTES:

"Does the Senate by its constitutional charge have authority to review, accept or reject any proposed changes in an approved curriculum of the University?"

RULING OF COMMITTEE A3 (ADJUDICATION):

"According to the present By-Laws of the Board of Trustees, the Constitution and By-laws of the Senate, all curricula and course change, all matters relating to undergraduate programs, including requirements for degrees and department and school requirements should be submitted to Committee B2."

DOCUMENTS AND UNDERSTANDINGS:

Documents:

1. (Board of Trustees By-Laws, Article VIII, Section 2)
"The establishment, alteration and abolition of courses and curricula shall follow the procedures outlined by the rule of the University Senate, and shall be subject to review and approval by the President of the University and the Board."
2. (Senate Constitution - Committee B2, Curriculum Committee, 1. Function)
"The area of responsibility of Committee B2 is degree requirements, all matters relating to undergraduate programs and curricula except as hereinafter relegated to the charge of another committee."
3. (Minutes of University Senate, November 15, 1976)
"Committee B2 also announced that it reaffirms the position that all Curriculum changes must be acted upon by Committee B2."
4. The absence of any document, which to our knowledge clearly confers a constitutional right upon the Deans of establishing, abolishing or altering courses and curricula. . . .the one document that involves the Deans in curriculum is the January 26, 1962 minutes of the Board of Trustees, "the development of curriculum is the responsibility of the Dean's of Academic Affairs and the curriculum committee. . ." This document only charges them with developing a curriculum but they are explicitly charged with submitting it elsewhere for approval, and the Deans are to develop the program together with the curriculum committee and not independently.

Understandings:

1. Does the responsibility of the University Senate with respect to curriculum changes extend only to University wide requirements but not to school requirements? It appears not.
 - a. Board of Trustees By-laws speak of curricula and not curriculum. One might think it would have used the latter term if it meant those courses and requirements that form the one General Education Curriculum. The only sense that curricula, the plural form, could have then would be to refer to the various programs of study offered by the various schools (i.e. their curricula) as well as the General Education Curriculum.
 - b. Their interpretation is supported by the Senate Constitution when it speaks of "all matters relating to undergraduate programs and curricula" are in its area of responsibility.
 - c. This interpretation is further supported by the Senate minutes of November 15, 1976 where the minutes underline the word all in the phrase "all curriculum changes must be acted upon by Committee B2."
2. How is the word curriculum to be understood?

The Senate's self-understanding appears, from the documents we have studied, to be that curriculum includes not just a list of courses (narrow sense of curriculum) but also (broad sense of curriculum) who is required to take what and how much. This applies to departments, schools and University-wide requirements. Again, B2 constitution appears to rule out the narrow interpretation of curriculum when it says: "All matters relating to undergraduate programs and curricula" are its responsibility. Indeed even if one were to interpret curriculum narrowly then the phrase "all matters relating to undergraduate programs " would broaden the committee's charge to include things like who is required to take what, etc., and make the question of whether or not to define curriculum narrowly or broadly irrelevant.
3. Gray Ruling: (March 16, 1976)

The Senate does not initiate programs or develop programs or alternatives for departments or schools. These must be initiated and developed by the department or school in question. Once developed, however, and approved by departments and schools these programs and changes are subject to review, approval, rejection or recommendation by Committee B2 and the Senate.

ATTACHMENT 4

PROPOSAL FOR THE ESTABLISHMENT OF A TASK FORCE ON ACADEMIC ADVISING

OVERVIEW: Academic Advising is one of the topics which has been considered by Committee B1 in past years. Committee B1 of the University Senate, which includes students, faculty and administrators, is a logical authorizing agency for a major task force on the topic. However, the dimensions of concern must involve other constituencies, and the magnitude of the task requires membership beyond that available through Committee B1 and also requires staff support. The establishment of a TASK FORCE ON ACADEMIC ADVISING is a responsible way to provide structure for an activity for which there appears to be considerable support.

PURPOSES: The general purposes for the Task Force shall include:

1. To undertake a comprehensive review of the current status, purpose, goals and delivery of academic advising.
2. To undertake a comprehensive review of options for purposes and delivery systems for academic advising.
3. To involve a wide cross section of the University in evolving an optimal delivery system providing for regular needs and the needs of special populations.
4. To propose through the University Senate a plan for academic advising at IUP.

COMPONENTS:

1. Representatives from Committee B1
2. Additional representatives from students
3. Representatives from APSCUF, especially the Professional Development Committee
4. Additional representatives from interested faculty, with persons from as many departments as possible.
5. Director of Academic Services and Testing

SUPPORT:

1. The Director of Academic Services and Testing, charged with responsibility for monitoring the area, would provide office support to the Task Force, and would convene the Task Force.
2. Funds from an Educational Services Trust Fund grant (to Diane Duntley) are available to support consultants to the Task Force.