

MINUTES OF THE UNIVERSITY SENATE

*Special
collection*

The April 13, 1982 meeting of the University Senate was called to order at 3:25 p.m. by Vice Chairman Mary Ellen Marciano in the absence of Chairman Stan Tackett. The meeting was held in Pratt Auditorium.

Senators A. L. Davis, Katzbeck, Rowell, Tackett, Andreassi and Dentler were excused from the meeting. The following Senators were also absent: F. Anderson, Andrew, Asting, Bahn, Bowes, Chan, Chellman, Chickos, Christodouleas, H. Cunningham, Dakak, Doerr, Forbes, Halleck, Hershman, Holtz, J. Johnson, Karatjas, Knab, Kolaczowski, Marx, McCavitt, Merryman, Millward, Mueller, Murray, Newhill, Receski, Sedwick, Staszkiwicz, Storm, Troxell, Vold, Walz, Whitson, Wolfe, Wood, Zoni, Cull, Haugen, Hazlett, Murphy, Aquila, Caldwell, Emerick, Ferris, Kohl, Levenson, Lingenfelter, Logue, Long, Maskrey, Mathews, Phillippi, Schmucker, Schroder, Serafin, Shepelak, Smith, Tate, Taylor, White, J. Chiappetta, and Wagner.

President John Worthen spoke to the Senate on two matters:

1. The matter of the gag order issued on September 11, 1981 appears to have been resolved. He has received a letter from the Secretary of Education which includes a new document which replaces the previous order. This document was prepared by a committee (of which Dr. Worthen was a member) and it has been approved by the 14 Presidents of the state-owned institutions and the Commissioner of Higher Education. It outlines the responsibilities of the Presidents and clearly specifies that the Presidents have the responsibility for representing their constituencies and that the Presidents are empowered to delegate these responsibilities—but that they also have final responsibility for them. This means that we can return our lobbyist to Harrisburg, with some modifications. He will not be spending as much time in Harrisburg as previously, and there is probably no longer a need for him to spend that much time there, but he will be in Harrisburg from time to time working on specific issues.
2. The 1981-82 budget will be balanced—every effort will be made to spend no more than we have and to lapse no funds. President Worthen attended the meetings of the House and Senate Appropriations Committees and was given the impression that what the Governor has put in the budget will be passed, which means our allocation will be \$31.6 million for 1982-83, an increase of 9.35% over last year. IUP's percentage of the funds is now up to 13.7%, while we are educating 16.7% of the students. Assuming a tuition increase of \$225, IUP still remains \$900,000 short of balancing its 1982-83 budget, but further efforts will be made to do so.

Vice Chairman Marciano announced that Committee B1 will meet on April 20, 1982 at its usual time and place.

Approval of the March 9, 1982 Senate meeting minutes was deferred, as there was some question as to whether or not these have been published and distributed.

The Rules Committee announced a change in the date of the May meeting: MAY 4 (not May 11) and agenda items are due to the Secretary by April 20, 1982.

Committee B2, Curriculum, chaired by Senator K. Jones, submitted the following for Senate information:

1. Drop ED 442 - Professional Practicum and School Law
2. Title and number change: AN 313 - World Prehistory to
AN 213 - World Archaeology

3. Title changes: GS 101 - Earth Sciences I (3 s.h.) to
Earth Science: Geology and Oceanography (GO) (3 s.h.)
GS 102 - Earth Science I Lab (1 s.h.) to
Earth Science: Geology and Oceanography Lab (GO) (1 s.h.)
GS 103 - Earth Science II (3 s.h.) to
Earth Science: Meteorology and Astronomy (MA) (3 s.h.)
GS 104 - Earth Science II Lab (1 s.h.) to
Earth Science: Meteorology and Astronomy Lab (MA) (1 s.h.)

The following recommendations of Committee B1, Curriculum, were approved:

1. Foreign Language courses:

FR 101 - Intensive Elementary French (6 s.h.)

GM 101 - Intensive Elementary German (6 s.h.)

SP 101 - Intensive Elementary Spanish (6 s.h.)

Student completes the sequence in one semester (6 s.h.). Intensive sections present the basic language skills taught in the regular FR/GM/SP 151-152 classes, but with a strong emphasis on the mastery of the spoken language. These sections use the Dartmouth Intensive Language Model (DILM) of instruction. Class meets 45 minutes per day, Monday through Friday. Drill sessions 45 minutes per day, Monday through Friday.

FR 201 - Intensive Intermediate French (6 s.h.) Prerequisite: FR 101

GM 201 - Intensive Intermediate German (6 s.h.) Prerequisite: GM 101

SP 201 - Intensive Intermediate Spanish (6 s.h.) Prerequisite: SP 101

Student completes the intermediate sequence (6 s.h.) in one semester. Intensive sections continue to develop language skills emphasizing the achievement of oral competency. These sections use the Dartmouth Intensive Language Model (DILM) of instruction. Class meets 45 minutes per day, Monday through Friday. Drill session, 45 minutes per day, Monday through Friday.

(The above sequences were approved with the following understanding: Faculty participation in this innovative program is to be entirely voluntary. Any current faculty member may, regardless of qualifications or past commitments, refuse to participate without any negative evaluation being passed on the faculty member's decision.)

(The word "current" in the above statement was added on a motion by Senator Norton, seconded by Senator Chamberlin, and passed by the Senate.)

2. ED 442 - School Law (1 s.h.)

Required of all teacher certification students. Course includes an overview of American Jurisprudence dealing with selected cases and statutory materials that apply to various branches of the law. The student is expected to read and become familiar with legal principles as handed down by the courts in selected leading cases. Included in the study are laws that pertain to special areas of education. Must be taken prior to student teaching.

3. B.A. Degree Program in Art Studio

General Education

52 cr.

Art Core

21 cr.

AR 100 - Arts of the Twentieth Century	3
AR 111 - Drawing I	3
AR 112 - Fundamentals of Drawing & Design	3
AR 113 - Design I	3
AR 211 - Painting I	3
AR 215 - Sculpture I	3
AR 413 - Senior Seminar	3

Art Studio Courses
Electives

24 cr.
27 cr.

124 cr.

4. B.A. Degree Program in Art History

General Education

52 cr.

Art Core (courses listed in Art Studio program)

21 cr.

Art History

30 cr.

Required:

AH 115 - Art of West.Man, Ancient to Med. 3

AH 116 - West.Art: Renaissance to Baroque 3

AH 411 - Modern Art 3

AH 419 - Museology 3

AH 422 - Art in America 3

AH 409 - Baroque and Rococo 3

AH 416 - Northern Renaissance 3

AH 407 - Medieval 3

Electives:

AH 219 - Historical Painting Techniques 3

AH 406 - Ancient Migratory Art 3

AH 412 - Classical Art 3

AH 418 - Practicum in Slide Room Present. 1

AH 424 - Art of the East 3

AH 426 - Pre-Columbian 3

AH 482 - Independent Study 1-6

Electives

21 cr.

124 cr.

The Graduate Committee, chaired by Senator Ice, presented the following for information:

1. Change SH 624, Principles and Practices in Speech Improvement to SH 624, Principles of Speech Language Pathology in the Schools.
2. Modification of the specialization core of the existing Master of Education degree in Speech Language Pathology: SH 604, Diagnostic Methods and SH 630, Language Disorders of Children, had constituted the specialization core; the new specialization core consists of two lecture courses: SH 624, Principles of Speech Language Pathology in the Schools and SH 624, Pediatric Audiology.

The following recommendations of the Graduate Committee were approved:

1. New courses: HP 510 - Exercise Prescription - 3 cr.
HP 513 - Physical Activity and Aging - 3 cr.
SH 631 - Seminar in Language Acquisition - 3 cr.
SH 645 - Pediatric Audiology - 3 cr.
2. Addition of the following minor areas to the suggested list of courses for doctoral students in the Elementary Education doctoral programs: Computer Science, Adult and Community Education, Labor Relations, Foreign Languages and Music, with the recommendation that the student's dissertation committee include a faculty member from the cognate field.

Senator Liscinsky, Chairman of Committee E, Faculty Research, Library and Educational Services, announced that the Creative Arts Award will be presented to Christopher Weiland and the Research Award to Arthur Hulse.

The Student Affairs Committee (F1), chaired by Senator Knowlton, submitted the following for information:

1. The committee has approved recognition of the following organizations:
 - a. Alpha Kappa Psi
 - b. Office Administration Club
 - c. Army Athletic Club
 - d. Students Association for Iranian Culture

As recommended by Committee F1, the following policies were approved by the Senate:

1. Revised Student Records Policy (see Attachment #1)
2. Policy to Establish a Recognized Organization Review Board (see Attachment #2)

The following ranked order for Capital Budget Projects for FY 83-84 were approved by the Senate, as recommended by Committee G (Development and Finance):

1. Original Equipment - Safety Science Building
2. Renovation of Waller Hall
3. Renovation of McElhaney Hall
4. Renovation of Stabley Library (Interior)
5. Clark Hall Psychology Renovation
6. Parking Lot Development
7. Renovation of Breezedale
8. Energy Conservation Package/Co-generation
9. Renovation and Addition to Ackerman Hall
10. Maintenance Shop Expansion
11. Memorial Hall Expansion
12. Cogswell Hall Expansion and Renovation
13. Renovation of Uhler Hall
14. Renovation of Keith Hall
15. Renovation of Leonard Hall
16. Behavioral Science Classroom Building
17. Library Phase II

The Committee on University Policy, chaired by Senator Helmrich, made the following report:

1. Concerns, in writing, are being accepted.
2. Concerns referred to the committee include:
 - a. athletic policy changes
 - b. President's Faculty Cabinet
 - c. summer school
 - d. early registration
 - e. relocation of departments among schools
 - f. lobbyist gagging
 - g. local administration support and communication of now defunct tuition increase
 - h. influence of continuing general unrest on productive time
 - i. derisive atmosphere caused by lack of agreement(s), re-interpretations of existing policies, and (arbitrary) program changes
3. Eugene Chiapetta has replaced Scott Andreassi on the committee.

The Ad Hoc Committee on Non-credit Courses, chaired by Senator Wegener, reported that the Ad Hoc Committee met on March 31, 1982; it reviewed and reaffirmed the resolution passed by the Senate on May 12, 1981, establishing guidelines for non-credit courses (see Attachment #3)

On the recommendation of the Ad Hoc Committee on Non-credit Courses, the Senate endorsed the establishment of a permanent standing committee to facilitate communication between the School of Continuing Education and the University Community, as well as to monitor the work done by the School of Continuing Education. The specific mission of the committee will be threefold:

- (a) The Committee is to provide Senate oversight of the continuing education function and will keep the Senate informed as to the activities of the School of Continuing Education
- (b) The Committee will function in an advisory capacity in a concerted effort to give policy direction to the Dean of Continuing Education.
- (c) The Committee will formulate policy recommendations for the Senate in any area related to continuing and non-resident education activities sponsored by IUP.

It was resolved that the appropriate Senate Committee (Rules) is directed to recommend a structure and to determine the composition of the proposed Committee on Continuing Education. The Ad Hoc Committee on Non-Credit Courses will perform the oversight and advisory function until the permanent committee is in place.

The Committee on Funding of Intercollegiate Athletics at IUP, chaired by Senator Gaylor, submitted a report of its previous meetings (see Attachment #4) and solicited suggestions and comments concerning intercollegiate athletics from the Senators.

Although a quorum of the Senate was no longer present, Senator McClelland asked for a consensus of those present on the matter of where student elections for senators and other leaders should be held on campus. Elections have previously been held in the areas of the cafeterias, but the Food Service Advisory Committee has decided that this should no longer be permitted. It was the consensus of those present that the Food Service Advisory Committee should be asked to reconsider its decision.

The meeting was adjourned at 5:00 p.m.

Respectfully submitted,



M. Kathleen Jones
Acting Secretary

ELECTION RESULTS - UNIVERSITY SENATE

ADMINISTRATIVE SEGMENT:

Two year terms: Mrs. Sally C. Abrams
Dr. Oliver J. Ford
Dr. David M. Lynch
Mr. Brian J. McCue
Ms. Nancy J. Newkerk
Mr. Edward J. Norberg
Mr. Frederick A. Sehring

One year term: Dr. Cyrus A. Altimus

FACULTY-AT-LARGE SEGMENT:

Dr. Stanford Tackett
Dr. Joseph Costa
Mr. Richard Chamberlin
Mr. Lorrie Bright
Dr. Bob Curey
Mr. Anthony DeFurio
Mr. Bernard Moreau
Ms. Martha Troxell
Ms. Cynthia Creekmore
Mr. Gary Buterbaugh
Ms. Renee Liscinsky
Dr. Marian Murray
Dr. William Bahn
Mr. Charles Faust
Dr. Richard Knab
Mr. John Scroxton
Mr. Robert Whitmer

DEPARTMENTAL SENATORS:

Allan Andrew	Maj. Roy Helsing
Anthony Nastase	Joel Mlecko
T. P. Cunningham	R. P. Chekanski
John Worzbyt	Warner Tobin
Willard Radell	Peter Alexander
Mia Moore-Armitage	
John Merryman	
Fred Park	
Ruth Podbielski	
Margaret Patterson	
Calvin Elliker	

Note: Underlined items denote changes to the existing policy

INDIANA UNIVERSITY OF PENNSYLVANIA
STUDENT RECORDS POLICY

1. The right of students and alumni to review their educational records applies retroactively to the date of passage (June 21, 1957) of the Right-to-Know Law. In these guidelines the word "students" shall be defined to mean all individuals who have matriculated at IUP since June 21, 1957.

2. Students will, upon request, be given access to their educational records. Educational records mean those records, files, documents and other materials which contain information directly related to a student and are maintained by the University or by a person acting for the University.

The term does not include records of instructional, supervisory, and administrative personnel and educational personnel ancillary thereto which are in the sole possession of the maker thereof and which are not accessible or revealed to any other person except an official substitute for the maker.

A list of official student records may be obtained from the office of the Vice President for Student Affairs or Dean of Student Life.

3. Students who wish to see their records must make an appointment in advance with the proper official. The official must honor the request within five working days.

4. No evaluative materials may be removed from any University files by the student. A student is entitled to one copy or photostat of any material contained in their file. Any costs involved shall be the responsibility of the student.

5. The University official has the right to destroy "irrelevant, dated, defamatory, or unnecessary" evaluative or opinion records in the file. The official has wide authority to make such judgments with or without the consent of the student effected or the person who submitted the information. An exception is where a student's records have been communicated to a person outside the institution, e.g. a potential employer. In such cases, the student shall be given the opportunity to view and copy the information before it is destroyed.

6. Students will be permitted to insert a rebuttal concerning any material contained in their files.

7. A student may challenge the accuracy of material contained in his/her file. Once such a challenge is made in writing, it will be the responsibility of the University official in charge of the file to determine the validity of the challenge. The University official shall make a written response to the student's challenge specifying the action taken. Should a factual error be found in any materials, the University official will be authorized to make the appropriate correction. A student may submit a written appeal of the decision to the Vice President for Student Affairs

Student Records Policy

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within six calendar days. The Vice President shall convene the University Judicial Board or a similar hearing body to review the appeal.

8. A University official may not release a student's records without the written consent of the student. The only exceptions to this guideline are those outlined in the Family Educational Rights and Privacy Act of 1974 which include:

1. Directory Information: Indiana University of Pennsylvania classifies the following information as directory information:

The student's name, address, telephone number, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, the most recent previous educational agency or institution attended by the student and other similar information.

The University may release this information upon request unless a student indicates some or all information should not be released. To exercise this right a student must notify the Registrar in writing, at the beginning of the fall term, of the information which is not to be released.

2. Health and Safety Emergencies: Information may be released to appropriate parties if knowledge of the information is necessary to protect the health or safety of the student or other individuals.

APPROVED BY IUP UNIVERSITY SENATE - March 16, 1976
AMENDED:

John D. Welty
January 4, 1982

Approved by the University Senate, April 13, 1982

RECOGNIZED ORGANIZATION REVIEW BOARD

The University has established procedures for recognizing clubs and organizations. The responsibility for recognition of groups has been delegated to the SGA Rules Committee and Senate Committee F-1. However, policies and procedures governing the processing of violations of University regulations and resolving other disputes have not been established. Therefore, it is recommended that a Recognized Organization Review Board (RORB) be established. The duties of this Board is as follows:

1. Responsibility for reviewing on an annual basis the "Guidelines for Organizational Approval" and "Guidelines for Activity Approval." Make recommendations to Senate Committee F-1 and the SGA Rules Committee as appropriate.
2. Responsibility for hearing cases of alleged violations of University policy or regulations by recognized organizations or activities and recommend the appropriate sanctions to the Vice President for Student Affairs.
3. Mediate disputes which arise between organizations and the organization's advisor.

Membership

1. Three students appointed by the SGA President from the SGA Rules Committee in the Fall for a one-year term. Two alternate members shall also be appointed.
2. Three members of Senate Committee F-1 elected by the Committee in the Fall for a one-year term. Two alternate members shall also be elected.
3. The Director of Special Programs and Organizations or another individual appointed by the Vice President for Student Affairs shall chair the Committee.
4. To assure continuity, the Committee members should continue until new membership is selected for the following year.

Guidelines

The following guidelines shall apply with regard to the Committee:

1. Five members, including the Chairperson, are necessary for a quorum with four affirmative votes necessary for an action to take place.
2. No member of the Committee should be involved in hearing an alleged violation against a student group in which they hold membership or in which they are sufficiently aware of the situation to prevent them from being objective. Alternate members to the Committee shall be named if necessary.
3. Charges of a violation of University regulations or policy can originate from any member of the University community. The person bringing the charge must report the case in writing to the Director of Special Programs and Organizations, the Dean of Student Life or the Vice President for Student Affairs. Such incidents should be reported in a timely fashion and no later than thirty days after the occurrence of the incident if it is to be heard. If there are extenuating circumstances, a case reported later than thirty days may be heard if approved by the Vice President for Student Affairs.

RECOGNIZED ORGANIZATION REVIEW BOARD
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Guidelines (continued)

4. The President of the recognized group and its advisor shall be informed in writing of the specific charges and given a minimum of five class days' notice prior to appearing before the Review Committee.
5. The notification of charges shall include but not be limited to the following information: the specific charge and person completing the charge, a brief summary of the facts constituting the charge, and the time and place of the hearing. Should a recognized group choose not to appear before the Review Committee, the case will be heard and adjudicated based upon the facts available.
6. All hearings are closed unless the groups requests an open hearing. However, the Chairperson may regulate access of spectators to the hearing.
7. No hearings should be held during finals, breaks or a week before these times.
8. A recognized group may challenge any member of the Review Committee prior to hearing the particular case. Upon hearing the details of the challenge, the Chairperson of the Committee will either uphold the challenge and/or appoint an alternate Committee member or deny the challenge.

Sanctions

The Review Committee may recommend that any or all of the following penalties be levied against an organization. These sanctions include the following:

1. Organizational privileges may be denied.
2. Recognition status may be revoked.
3. Organizations may be placed on probation for a length of time during which time certain or all privileges may be denied or organizations may be placed on suspension for a period of time during which all privileges will be denied.
4. Withdrawal of budget funds from Co-op may be recommended.
5. Restriction of social activities may be imposed.
6. Financial restitution may be required.
7. Community service may be required.

The Review Committee shall hear cases and make recommendations as to the sanction to the Vice President for Student Affairs. Upon receipt of the recommendation, the Vice President for Student Affairs shall review the recommendation and notify the recognized group of the decision.

RECOGNIZED ORGANIZATION REVIEW BOARD

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Appeals

Upon receiving the results of a hearing the recognized group may appeal for the following reasons:

1. Denial of a fair and reasonable hearing.
2. New evidence (only applies when there is acceptable reason to explain why the evidence could not be presented at the original hearing).
3. Excessively harsh or cruel sanction.

If a recognized group wishes to appeal, it must submit a written request with the reasons for the appeal to the Vice President for Student Affairs within six school days after the decision. The Vice President for Student Affairs will determine if there is sufficient reason for an appeal. If there is sufficient reason for the appeal, the case will be heard by a Committee chaired by the Vice President for Student Affairs and two SGA Rules members and two F-1 members. Members of the Recognized Organization Review Board who heard the original case may not serve as members of the Appeals Committee.

Mediation of Disputes

The Board may act as a mediator in disputes between organizations and their advisor, upon request by either the officers or advisor.

The Board shall hear both sides of the dispute, and attempt to help the parties reach agreement. The Board may also make recommendations for a settlement to both parties.

The Board's recommendations shall be advisory only, unless both parties request in advance that the Board hear the dispute and render a binding recommendation.

Approved by the University Senate
April 13, 1982

Page 2 - Membership - #2: "elected" was changed to "appointed" in both sentences. Chamberlin/Reynolds-Perine motion.

Page 3 - Appeals - #3: "Members of the Recognized Organization Review Board who heard the original case may not serve as members of the Appeal Committee." This sentence was added on a Miller/Caruso motion.

GUIDELINES FOR NON-CREDIT COURSES

I. Definition of Non-Credit Courses

A non-credit course is considered any short course, conference, institute, workshop, etc., that is not offered for academic credit.

II. Guidelines for Establishment of Non-Credit Courses

- A. The content of the School of Continuing Education is as broad as the needs and interests of the community. The program content is reviewed each semester.
- B. The director of each program in the School of Continuing Education works out the subject matter content of each course with the subject matter specialist before each course is offered. This may take the form of a meeting with the Continuing Education instructor or instructors.
- C. Prior to the initiation of any course within the School of Continuing Education, an outline of the content must be submitted to the director of the program. The director, in conjunction with the Dean of the School of Continuing Education, approves or rejects the content outline.
- D. Contact with the various schools of the University shall be between the program director and the department chairpersons. Contact shall relate to course generation, course evaluation, faculty selection/nomination, faculty scheduling, and possible overlap with existing University programs.

Courses and programs within the School of Continuing Education shall be in concert with the stated goals, objectives and academic programs endorsed by the University.

- E. At the conclusion of a non-credit course, the director reviews the content of the course with the instructor. The information utilized in this review process comes to the reviewer from prior course evaluations and/or student feedback.

III. Selection of Faculty

The staff of the School of Continuing Education consists of community resource people and experts, plus the University faculty. The Director or Dean of the School of Continuing Education will choose the best possible staff -- being aware of public sensitivity and possible conflict of interest; the Director will interview each instructor before a non-credit course is implemented.

The director of each program within the School of Continuing Education will observe and objectively evaluate faculty. An objective evaluation instrument will be administered prior to the concluding class session. The evaluation results thus obtained, plus the degree of problems encountered during the duration of the course, will be determining factors for future faculty staffing patterns.

IV. Facilities and Classroom Space

The School of Continuing Education shall make every effort to secure classroom space on the University campus. Second priority shall be given to off-campus public facilities. Private facilities and businesses shall be used only if no other facility is available.

V. Publicity and Marketing of Courses

All course costs for the participants, including materials, must be delineated in all marketing and publicity, where possible.

FOR SENATE INFORMATION:

As a result of its work during the past academic year, the Ad Hoc Committee on Non-Credit Courses makes the following suggestions to the Senate:

1. The Senate should establish a permanent committee to facilitate communication between the School of Continuing Education and the rest of the University as well as review the work done by Continuing Education during the semester.
2. The Senate should examine space and facility priorities within the University (space and facilities are a particular problem for the School of Continuing Education).
3. The Senate should highlight (underline, describe) for its members the role of IUP not only in teaching and research, but also in direct community service (this is a special forte of the School of Continuing Education).
4. The Senate should investigate the establishment of a centralized office -- perhaps in the context of the School of Continuing Education -- to aggressively pursue and facilitate conferences at IUP.

Approved by the University Senate
May 12, 1981

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