

## MINUTES OF THE UNIVERSITY SENATE

The March 8, 1983 meeting of the University Senate was called to order by Chairman Stan Tackett at 3:20 p.m. in Pratt Auditorium.

Senators Liscinsky, Lafranchi, Doerr, Storm and Welty were excused from the meeting. In addition, Senators Andrew, Bowes, Chekanski, Creekmore, A. L. Davis, Fox, Holtz, C. Johnson, Jones, Knab, Merryman, Park, Patterson, Staszkievicz, Syty, Taiani, Tobin, Troxell, Wilson, Wolfe, B. Wood, Bloom, Rader, Andreassi, Chiapetta, Collet, Haas, Jons, Krause, Matthews, Mazzoni, Neely, Schroeder, Smith, Tate, Wagner, Williams, Conley and Miller were absent.

The Parliamentarian of the Senate, Dale Landon, reported that it is his interpretation, in light of recent events, that the business of the Senate should go on as normal and that the Senate side of the matter is being pursued by a Harrisburg legal firm.

Chairman Tackett announced that he had received a letter from Dr. Worthen asking him to form a committee to change the Senate Constitution. He is in the process of forming that committee and has requested Dr. Worthen to supply him with a copy of the legal documents of Jack Solomon so that the committee can get to work as soon as possible.

Dr. Worthen announced that he concurred with the Parliamentarian that the work of the Senate should go forward and he also indicated that university counsel is available to the Senate in revising its Constitution.

Dr. Worthen brought the Senate up-to-date on the budget situation. He has met with both the House and Senate Appropriations Committee and the news is "mixed". The Secretary of Education has proposed to the Legislature that the total amount of money be increased from 232 million dollars to 235 million dollars--about a 2% increase. Our budget request was built on a 4% increase. The other two percent will be made up by a change in the workmen's compensation payments made by the State and the increase in State funds. Because the Chancellor's Office will be funded from this pool of money and will need about \$1.2 million, and because of the new Cheyney Advancement Program, which will take about \$1.4 million, there won't be much additional money left for the 14 state institutions.

Recently a Medal of Distinction Committee was formed and the Senate has been asked to make an appointment to this committee. Joseph Costa was nominated as the Senate representative, and following a motion by Senator Bright, seconded by Senator Chamberlin, he was approved as the Senate representative to this committee.

Chairman Tackett announced that he has received a communication from Mr. McCarthy, who is chairman of a Board of Trustees Subcommittee, that they are looking for suggestions for names for the new building to house the Departments of Nursing and Safety Sciences. Dr. Tackett will receive any suggestions and pass them along to Mr. McCarthy.

As Chairman of the Senate, Dr. Tackett ruled that the Athletic Committee report be removed from the agenda. His rationale for this decision was that too much time has already been spent on this subject dealing with narrow issues, while the Senate body wants to look at broader issues and implications. A motion by Senator Podbielski, seconded by Senator Tim Pulte, to overrule the Chair and allow the Athletic Committee report to remain on the agenda was defeated.

Senator Peterson moved and Senator Chamberlin seconded that the minutes of the February 8, 1983 meeting be approved, with Senators Haas and Buttons being listed as excused rather than absent. When it became evident that the student senators had not seen these minutes, Senator Duntley moved that we defer approval until the April meeting so that all Senators had an opportunity to review them. This motion was subsequently withdrawn following a request for a division of the house on the motion to approve the February minutes. The February minutes were approved, as corrected, by a vote of 74 Yea, 17 Nay and 13 Abstentions.

The Rules Committee listed the following for information:

1. Future Senate Meetings: April 12, 1983 and May 3, 1983
2. Election results: administrative senators at-large, two-year terms:
 

Dr. J. Christopher Benz	Dr. Frank T. Como
Mrs. Barbara Eisen	Dr. Charles Fuget
Mrs. Judith A. Moorhead	Ms. Ruth A. Riesenman
3. Still soliciting nominees for the faculty-at-large segment.
4. Next Rules Committee meeting: March 22, 1983, Library

On the recommendation of the Rules Committee, the Senate approved a By-laws change which increased the Graduate Committee membership to nine faculty and four students.

Senator DeFurio, Chairman of the Curriculum Committee, announced that his committee currently has 60+ proposals. They have acted on roughly 40 of these and will continue to work on those it has. They will also continue to accept new proposals but will not promise that action can be taken before the end of the semester on any that are submitted now.

On the recommendation of the Curriculum Committee, the following three new Health and Physical Education courses were approved:

HP 218 - Ballet I - 2 cr. Ballet I is a two-credit introductory course in classical ballet technique and terminology. The course will focus on how to properly execute basic barre and center technique; placement or "epaule-ment" - the classical line of the head, torso, arms and legs; the kinetic coordination necessary for classical ballet; musicality and phrasing of movements; and general orientation to the historical development of ballet and its terminology. No prerequisite courses are required. This course will meet for two 1 1/2 hour sessions per week.

HP 330 - Ballet II - 2 cr. Prerequisites: Previous classical training and the ability to execute basic ballet technique or permission of the instructor. Ballet II is a two-credit, intermediate course in classical ballet technique and terminology. The course will focus on increasing technical control and coordination; developing line and placement; extending the classical ballet vocabulary; and understanding the historical development of ballet and its affect on terminology. This course will meet for two 1 1/2 hour session per week.

HP 215, Techniques of Jazz Danee - 1 cr. Techniques of Jazz Dance is a one-credit course in jazz techniques applied to jazz music and various jazz dance styles. Movement coordination, style and rhythm will be emphasized. No pre-requisite courses are required. This course will meet for two 1 hour sessions per week.

A program revision and new course proposals for Communications Media, shown as Attachment 1, were also approved by the Senate on the Curriculum Committee's recommendation.

On the recommendation of the Graduate Committee, the following Nursing courses were approved:

NU 615 - Advanced Nursing Research	3 s.h.
NU 850 - Thesis	2-6 s.h.
NU 614 - Health Assessment and Nursing Diagnosis	3 s.h.
NU 620 - Theoretical Foundation for Nursing	3 s.h.
NU 630 - Family Nursing I	3 s.h.
NU 631 - Family Nursing II	3 s.h.
NU 632 - Clinical Practice in Family Nursing I	3 s.h.
NU 633 - Clinical Practice in Family Nursing II	3 s.h.
NU 624 - Curriculum Development for Nursing Programs	3 s.h.
NU 625 - Teaching Strategies for Nursing Curriculum	3 s.h.
NU 610 - Advanced Practicum in Nursing Administration	5 s.h.
NU 611 - Practicum in Teaching of Nursing	5 s.h.

(Additional information about the nursing graduate program is included as Attachment 2 to provide background.)

The Development and Finance Committee, chaired by Senator Buterbaugh, provided the Senate with an up-date of Capital Budget Projects (See Attachment 3).

The Academic Affairs Committee moved adoption of a revised residency requirement (Attachment 4). The changes represent an increase from 30 to 45 of the total hours to be earned in IUP credits for an IUP degree. It more clearly spells out the intent that while the norm is for students to take the last 30 credits in IUP courses, it is possible to obtain approval to transfer credits within the last 30 credits if sufficient prior IUP work has been completed. The new policy was adopted by the Senate.

As recommended by the Academic Affairs Committee, the Senate approved new material clarifying the transfer of credits from non-accredited institutions as presented in paragraphs B, C and D of the proposed catalog copy on Transfer Students' Credit Evaluation (see Attachment 5). This clarifies and publishes existing policy as it has evolved through Council of Deans' practice.

The Academic Affairs Committee requested approval of a revised Academic Violations Policy to be part of a unified University Judicial Policy and Procedure, as detailed in Attachments 6 and 7. This comes as the result of a year of study of the inadequacies in administering the current Academic Violations Policy (1982-83 catalog, pp. 42-44) and provides a central procedural operation for the timely administration of the logistics. The decision in the case of a hearing remains in a panel that includes both students (3) and faculty and/or administrators (3) and is chaired by the Vice President for Student Affairs or designee.

Senator John Hess moved that the words "letter to parents or legal guardian" (line 6, under PROCEDURE on first page of policy) be deleted. The motion was seconded by Jeff Peterson. There was discussion of this motion, mention of legal concerns, legal age of students, the need to get more student input on this matter in view of the objections, etc. A motion by Senator Norton to close debate was passed. The motion to delete the

phrase "letter to parents or legal guardian" was then passed by the Senate.

A motion was made by Senator Dennehy to delete the phrase "unless justifiable circumstances make such notification impossible" (line 10 under PROCEDURE on first page of policy). This motion was seconded by Senator Pulte but was subsequently withdrawn. A motion by Senator Walz, seconded by Senator Buterbaugh, to return this policy to the committee was then passed by the Senate.

As an item of New Business, Senator DeFurio moved and Senator Dennehy seconded, a motion requesting that the administration provide the resources for the typing, printing and distribution of Senate minutes to all Senators, including faculty, students and administrators. This motion was passed by the Senate.

Also as an item of New Business, Senator Radell moved that the Senate request from the administration:

1. a copy of Mr. Solomon's legal brief concerning the recent Board of Trustees action on the University Senate
2. complete copies of relevant statutes
3. minutes of relevant Board of Trustees and Board Ad Hoc Committee meetings.

The Senate wishes that copies of the above documents be delivered immediately to the President of the Senate and within twenty (20) days to all Senators. The motion was seconded by Senator George Faller.

Discussion on the motion questioned Dr. Worthen as to why the matter was handled in this way and his rationale for the action. Dr. Worthen responded that he had sought legal counsel in late November to review the Senate Constitution, which had been approved by the Board of Trustees in 1971, prior to the present collective bargaining agreements and the SSHE Bill to become law on July 1, 1983. The trustees were advised to take action to bring the Constitution of the University Senate into line with State law. The Board President appointed an ad hoc committee of trustees and asked them to look into this matter. He indicated that the trustees committee was not able to get together until February 24, the night before the Board of Trustees meeting.

The Ad Hoc Committee met at that time with counsel, with a consultant, with President Worthen, and discussed the issue in great detail for approximately 2 1/2 hours. They decided on the basis of legal counsel that immediate action needed to be taken and therefore recommended to the Board of Trustees that this action be taken at its regular meeting the following day. Their action included the deletion of lines in the Senate Constitution which indicated that all policies of the University must be approved by the University Senate before it can become official policy and other statements which also had that same sense, and they asked that a process be put into effect to review and revise the Constitution to bring it into accord with State law. The State laws which Attorney Solomon refer to are Act 13 (1969), the IUP Act (1965), the Collective Bargaining Act, the present collective bargaining agreement, and Act 188, which takes effect this July 1.

Several Senators indicated that they felt that President Worthen should have informed the Senate of this pending action, simply as a matter of courtesy. However, he responded that he felt that if the Board of Trustees had wanted him to inform the Senate of this pending action they would have instructed him to so communicate this to them.



At this point, David Siesko, the student member of the Board of Trustees, stated that in reference to the motion on the floor, Senator Tackett has had in his possession, since the meeting of the Board of Trustees, the copy of the letter which he (Siesko) had received from Attorney Solomon explaining the legal action. Senator Radell pointed out that he was asking for the "legal briefs" presented. Senate Chairman Tackett then informed the Senate that he had asked for a copy of the resolution at the Board of Trustees meeting and was denied a copy. He then asked Attorney Solomon for a copy and was informed that it was the property of the Board. It was about that time that a copy of the resolution appeared in front of him (Tackett). (It was David Siesko's copy.) Tackett was then able to read it and to respond.

There was a call for the question from Senator Norton; the motion was then voted on and approved.

The meeting was adjourned at 5:15 p.m.

Respectfully submitted,

*Anthony Nastase*  
Anthony Nastase  
Secretary, University Senate

## SUMMARY

Specifically, the proposed changes would be reflected in the present curriculum in the following manner:

	Credit(s)
<b>A. <u>Courses to be Retained From Present Curriculum</u></b>	
\CM 101 Survey of Communications	3
CM 271 Beginning Photography	3
CM 301 Instructional Media	3
CM 303 Scriptwriting	3
-CM 404 Foundations of Broadcasting	3
CM 440 Communications Graphics	3
\CM 444 Basic Motion Picture Production	3
\CM 449 Basic Audio	3
-CM 450 Advanced Audio	3
CM 451 Basic Television Production and Direction	3
\CM 461 Learning Systems Design	3
CM 472 Photo II	3
CM 473 Creative Darkroom Techniques	3
CM 477 Slide/Sound Productions	3
CM 478 Multi Image Production	3
CM 480 Independent Study	1-3
CM 481 Special Topics	1-3
\CM 490 Internship in Communications	6-12
<b>B. <u>Courses to be Eliminated from Present Curriculum</u></b>	
CM 240 Basic Drawing	
CM 447 Animation	
CM 371 Beginning Photography	
CM 470 Lighting Techniques for the Visual Media	
<b>C. <u>Existing Courses to be Redesigned for New Curriculum</u></b>	
CM 445 Advanced Motion Picture Production	TO CM 445 Applications and Techniques of Motion Pictures
CM 405 Intro to Radio Broadcasting	TO CM 405 Radio Production
CM 452 Advanced TV Production	TO CM 452 Electronic Field Production
CM 448 Writing for Radio and TV	TO CM 403 Writing for Broadcasting
CM 390 Field Experience	TO CM 390 Practicum in Communications
<b>D. <u>New Courses</u></b>	
CM 102 Basic Technology	1
CM 103 Basic Communications Research	1
CM 200 Images	3
CM 330 Communications in Training and Education	3
CM 335 Consulting Practices in Communications	3
CM 441 Advanced Communications Graphics	3
CM 474 Documentary Photography	3
CM 475 Color Photography	3
CM 476 Commercial Photography	3
CM 430 Analysis of Communication Products and Processes	3
CM 435 Organizational Dev. in Communications Media	3
CM 453 Broadcast News Process	3
CM 454 Broadcast Regulation	3
CM 455 Television Performance	3
CM 456 Broadcast Management	3
CM 460 Alternative Systems of Communication	3
CM 385 Career Planning in Communications Media	1
CM 495 Seminar in Training and Development	3

## SIGN OFFS

After discussion with relevant departments, appropriate sign-offs have been received from all departments within the University with whom this curriculum proposal impacts. The original copies of these sign-offs have been transmitted to the Chairman of the B<sub>2</sub> Curriculum Committee.

Sign-offs have been received from the following departments:

Philosophy	PH 222
Political Science	PS 101, PS 356
Economics	EC 101, EC 121
Sociology/Anthropology	SO 151, SO 345
Art/Art Education	AR 111, AR 112, AR 113, AR 120
Journalism	JN 120, JN 326, JN 327, JN 481
Biology	BI 150
Consumer Services	CS 303
Psychology	PC 348, PC 356, PC 361, PC 364, PC 366, PC 399
English	EN 208, EN 235, EN 310, EN 311, EN 314
Educational Psychology	EP 388
School of Business	MK 320, MK 321, MK 420, MK 433, AD 101, AD 321, MG 300, MG 310, MG 311

In essence, each of these sign-offs state that Communications Media students may enroll in the appropriate courses on a space available basis.

In addition to the above sign-offs, this curriculum proposal received unanimous approval by the School of Education Cabinet in the Spring Semester 1982. This fact has been communicated to B<sub>2</sub> in the form of a memo dated March 1, 1982.

CM 102 - Basic Technology - 1 s.h.

Provides communications majors with the ability to identify, operate and maintain a variety of audiovisual hardware commonly found in education, business, industry and allied health professions.

CM 103 - Basic Communications Research - 1 s.h. - Prerequisite: CM 101

An introduction to research as it specifically applies to the field of communications. Major emphasis will be placed on a review of the resource materials pertaining to the area of communications. Also to be included will be a basic understanding of research methodology, as it relates to the design and validation of communications devices.

CM 200 - Images - 3 s.h. - Prerequisite: CM 101

The course examines the basic visual and aural elements, the strategies and options of techniques, the psychological and physiological implications of creative composition, and the range of media and formats.

CM 390 - Practicum in Communications - 1-3 s.h. - Prerequisite: CM 101, Written Permission

An opportunity with credit for students to make contributions to department and campus media-related facilities and offices including WIUP-TV, WIUP-FM, Penn, Oak, Public Information, Media Resources. Repeatable for a maximum of six credits.

CM 395 - Career Planning in Communications Media - 1 s.h. Prerequisite: Minimum 20 CM credits

The course serves as a primary skill building and strategy seeking experience for the internship program and later career entry and growth. Extensive writing, research and individual counseling are involved. Travel may be necessary.

CM 441 - Advanced Communications Graphics - 3 s.h. - Prerequisite: CM 440

Provides in-depth experience in planning and preparing graphic materials commonly used in the communications profession; graphic materials, including design, photo-sketching, lettering, slide titling and duplication, preparation of camera-ready art, lithographic film and master layout sheets, professional slide flat production and photocopy, large format transparency production, color key and color systems.

CM 445 - Applications and Techniques of Motion Pictures - 3 s.h.

Prerequisite: CM 444

A survey of the role that motion picture film production plays in society. Major emphasis will be placed on the variety of applications with special consideration given to motion pictures as a tool to support research.

CM 474 - Documentary Photography - 3 s.h. - Prerequisite: CM 271, 472

Prepares the student to deal with action subjects in both descriptive and interpretive styles. The student is assigned to photograph a variety of local events in a manner that makes the nature of the event evident to the viewer of the photograph. The student also learns differences between printing for reproduction and for exhibit. The student is required to have a 35 mm camera (preferably a manual exposure single-lens reflex) and a flash unit.

CM 475 - Color Photography - 3 s.h. - Prerequisites: CM 271, 472

An introduction to major techniques and problems of color photography including color temperature of light and color response of films, filtration, negative and reversal film processing, and making color prints from negatives and slides. Includes an introduction to color theory as it applies to photography.

CM 476 - Commercial Photography - 3 s.h. - Prerequisites: CM 271, 471, Major Status  
An introduction to professional studio and location work, including making pictures for advertising, catalogs, publicity and other commercial purposes. Deals with lighting, backgrounds, and camera use for photographing portraits, products and architecture. In addition to use of the student's own 35 mm camera equipment, the course provides experience with the 4 x 5 inch view camera. Ability to solve basic algebra problems is required.

CM 405 - Radio Production - 3 s.h. - Prerequisites: CM 101, 200, 403, 404  
An introduction to production techniques as they pertain to radio. The student will be exposed to programming, scripting, producing programs, intros, outros, commercials, public service announcements, station identifications, and promotional announcements. The course will also deal with the interaction of a radio station with national networks and with the real life concerns of deadlines.

CM 452 - Electronic Field Production - 3 s.h. - Prerequisite: CM 451  
Provides in-depth field experience with portable video equipment and lighting. Students edit programs to broadcast quality.

CM 453 - Broadcast News Process - 3 s.h. - Prerequisites: CM 405, 451  
Reporting and presenting radio and tv news programs. Analysis of news and public affairs broadcasting.

CM 454 - Broadcast Regulation - 3 s.h. - Prerequisite: CM 404  
This course delves into the areas of law affecting broadcasters. Topics covered are laws pertaining to: cable television, station licensing and renewal, political broadcasting, libel, copyright, the right of reply and privacy. The historical development of the FCC and its jurisdictions will also be examined. Case studies will be discussed along with the relevancy of some laws as they pertain to today's society.

CM 455 - Television Performance - 3 s.h. - Prerequisite: CM 451  
Provides theory and practice for performing on television. Detailed analysis of a performer's role in a variety of settings.

CM 456 - Broadcast Management - 3 s.h. - Prerequisite: CM 404  
Detailed examination of the management decision making process in radio and television; particular reference to program policies, personnel administration and community relations.

CM 460 - Alternative Systems of Communication - 3 s.h. - Prerequisite: CM 404  
The implications and capabilities of cable systems, the private and industrial utilization of non-broadcast services, the emergence of satellite CATV networking, and the application of two-way cable response systems.

CM 330 - Communications Media in Training and Education - 3 s.h.

Prerequisites: CM 101, 303

The course reviews the historical growth and philosophies of the design and development of training and education products and processes. The student examines the principal roles and functions of human and material resource professionals for training (performance improvement), education (competency improvement), and development (personal and organizational growth).



CM 430 - Analysis of Communication Products and Processes - 3 s.h.

Prerequisite: CM 330

The course will provide both a framework for action and tools to measure the effectiveness of training and education in human and materials resource development programs. The course contains practical theory and problem-focused discussion with students regarding application. Topics include instrument choice or construction, data collection and analysis, interpretation, and alternatives presentation strategies of the findings.

CM 435 - Organizational Development in Communications Media - 3 s.h.

Prerequisite: CM 330

The course presents the basic methods and approaches for organization, management, and development of human and materials resource departments. The topics include the primary activities and roles of a HMRD director, problem-solving functions in reporting to management, characteristics associated with career systems, and special topics.

CM 495 - Seminar in Training and Development - 3 s.h. - Prerequisite: CM Foundation Electives

Student research in advanced or specialized topics in Human and Materials Development. Current issues, problems, unique curriculums, or new processes and technology are examined as they impact upon programs, products and individual career directions.

APPROVED BY THE UNIVERSITY SENATE - MARCH 8, 1983

THE M.S. IN NURSING AT IUP: A PROSPECTUSA. Purpose and Goals

The purpose of the program is to increase the available number of master's level prepared nurses in a non-urban area, to (1) alleviate the shortage of nurses prepared to teach in basic nursing education programs; (2) add to the supply of nurses prepared in management techniques and health care administration; (3) provide a graduate program in family health nursing which will allow the nurse to expand basic knowledge of health care and serve a growing population of older citizens.

The initial focus of the program will be to add to the supply of nurses who are academically prepared to administer nursing and health care services and to teach in basic nursing programs. In addition, graduates will be skilled in directing family groups in goal setting and a life style to maintain optimum level of health. This could occur in the community, industry or other settings where groups of healthy citizens are to be found.

The program characteristics which are most appealing to the professional nurses of the area are the focus on administration or teaching roles and the availability of graduate study on a part-time basis.

Students will be registered nurses holding a BSN from an accredited university program. Two years experience in general nursing or in a specialized area of nursing will be preferred but not essential to admission to graduate study. The first class will be limited to 20 full time students and allow for part time students taking courses in the core curriculum.

The primary teaching facility will be the Department of Nursing, Indiana University of Pennsylvania. Clinical practicums will be at community hospitals which are general in nature but include mental health and home health care units. The agencies are located in a three to four county area, primarily rural or small city size. Government, private, and voluntary agencies will also be utilized for clinical experience. Teaching practicums will be arranged in institutions of higher education and schools of nursing. Administrative practicums will be planned in community health care systems. All cooperating agencies which currently have a contract with the Department of Nursing, Indiana University of Pennsylvania, for undergraduate study will also be used for graduate study.

Whereas undergraduate nursing programs are general education programs in that they prepare the student for professional licensure and must cover a broad view of man, health and restorative techniques, graduate programs prepare the learner to assume a responsible position in the health care system, either in management of health care services or in educating other nurses, other health care professionals, and the public. The master's-prepared nurse is also an expert at assessing the health of families and at facilitating access to the appropriate component of our health care delivery system.

Among the roles which the M.S. graduate will fulfill in the community are the following:

- A. Teacher in School of Nursing.
- B. Director of School of Nursing.
- C. Administrator of Nursing Department in hospital or health agency.
- D. Staff member for home health care programs.
- E. Staff member for acute care facilities.
- F. Staff member for mobile or stationary screening clinics.
- G. Provider of health care for residents of public housing facilities, i.e., senior citizen residences.
- H. Independent practitioner in areas not covered by physicians or acute care hospitals.
- I. Health advocate for adult citizens.
- J. Investigator of health problems, assisting with development of solutions or new programs.
- K. Member of advisory boards and committees of local and regional health bodies which serve the public.
- L. Provider of health education for the citizenry:
  - prenatal teaching, postnatal counseling
  - diabetic control and rehabilitation
  - cardiac rehabilitation
  - nutrition and growth education
  - rehabilitation - post CVA, orthopedic, trauma, surgery
  - child development and care
  - adolescent health problems - physical, social, emotional

#### B. Need and/or Justification

Since the number of nursing faculty directly influences the student intake quotas in Nursing schools, the current serious lack of prepared faculty contributes to the critical shortage of licensed professional nurses in Pennsylvania. Within a radius of sixty miles of IUP, there are eighteen basic nursing education programs (eight diploma, four baccalaureate, two other baccalaureate programs which admit only registered nurses, and four associate degree). For some time, all of those educational programs have experienced great difficulty in obtaining qualified nurse educators to complete their faculty quotas. A 1982 survey completed by deans and directors of baccalaureate and higher degree Nursing programs in Pennsylvania showed 109 faculty vacancies in twenty-five programs.

Regulatory bodies such as the National League for Nursing and the Pennsylvania Board of Nurse Examiners require a Master's degree in nursing as the minimum qualification for nurse educators. There are many Nursing faculty members who hold only a baccalaureate degree, but who would obtain a Master's degree if there were a program accessible. In Southwestern Pennsylvania, the only current master's program is at the University of Pittsburgh, and that program is so over-subscribed that there is a three to four year delay in admission. Therefore, Indiana University of Pennsylvania is ideally situated to serve applicants from a wide geographical area who wish to prepare for a career in nursing education or nursing administration.

Because of the lack of graduate programs in Nursing in Pennsylvania, large numbers of potential nursing leaders leave the state to pursue their educational goals.<sup>1</sup>

A special report on graduate programs in nursing emphasizes that the "dearth of nurses prepared for leadership positions in administration, education, clinical specialization and/or research is worthy of highest attention and priority."<sup>2</sup> The same report states, "a 1980 report of a national sample of the nurse population showed that only five percent held master's or doctoral degrees; even more serious was the information that this important group has increased by only one percent from 1977."

In this non-urban region, new institutional facilities are being developed to meet the health care needs of a growing elderly population. A number of appropriately educated nurses are going to be required to manage those facilities. There is also a current urgent need for academically prepared nurse administrators to manage hospital nursing service departments, community nursing service programs, and ambulatory health clinics.

Another need which the IUP program will meet is that of part-time graduate study for the practicing nurse. The majority of potential graduate students in Nursing in this area will likely need to continue their employment because the loss of federal funds for nursing education has nearly eliminated financial support for the nurse who enrolls in graduate study.

In 1980, the IUP Nursing Department conducted a survey of staff nurses, nursing administrators and employers, and directors of nursing services and educational programs in hospitals, health agencies and schools. IUP Nursing Alumni were also surveyed to determine their interest in graduate study. The responses indicated a need for considerable numbers of master's-prepared nurses for administrative, supervisory, or teaching positions, as well as for clinical nursing positions in a variety of specialty practice areas.

Since the 1980 survey, numerous inquiries and requests for graduate study have been received from individual nurses. Potential employers of nurses and directors of area nursing education programs have notified the IUP Nursing Department that they plan to upgrade their faculty and staff by encouraging them to enroll in graduate study. The needs assessment and initial inquiries demonstrate that there will be strong enrollment to support the program.

Regulatory bodies require that master's programs in Nursing be offered by an institution of higher education and that they be built upon a baccalaureate curriculum that has included an upper division major in Nursing. IUP's baccalaureate program is nationally accredited and state

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<sup>1</sup>Rena M. Lawrence and Sally A. Lawrence. "Need for Graduate Education in Nursing in Pennsylvania," The Pennsylvania Nurse, November/December 1981.

<sup>2</sup>Marion I. Murphy. Enrollment, Graduations and Related Data: Baccalaureate and Graduate Programs in Nursing. Washington, DC, American Association of Colleges of Nursing, 1982.

approved. The graduate program in Nursing will require an interdisciplinary approach to the curriculum, utilizing teachers and experts in the areas of leadership strategy, business, management, educational methods, research, and clinical nursing practice. Faculty will hold an earned doctoral degree and will be qualified for graduate faculty status by virtue of education, teaching competency, professional experience, and commitment to excellence in teaching, research, scholarship and nursing practice. The curriculum requires the completion of forty-five (45) semester hours of study.

### C. Resources

#### Faculty and Staff

It is essential that any graduate program in Nursing be established and maintained in accordance with accreditation criteria established and maintained by the Council of Baccalaureate and Higher Degree Programs of the National League for Nursing. Present Nursing faculty and faculty experts from interrelated disciplines will contribute to the new graduate program in Nursing. Two new faculty qualified in the areas of administration, teaching, research, clinical nursing, and community health will be hired for the graduate program. A secretary will be required as support staff.

#### Facilities

The Nursing Department plans to utilize clinical agencies with whom contracts are currently established for clinical practice and will obtain additional contracts with other agencies when graduate enrollment requires additional sites. There will be a need for office space for graduate faculty and secretarial staff.

#### Library

The Nursing Graduate Program will rely heavily on the University library holdings and on materials owned by the Nursing Department. Should outside funding be made available, substantial monies will be expended to significantly improve and expand the holdings of instructional materials and equipment.

#### Instructional Technologies

There will be increased use of instructional materials already on hand and increased expenditures for equipment. The graduate program will involve increased use of the University Computer Center and will also seek cooperative arrangements with other schools within the University.

#### Budget

In October 1982, the Pennsylvania Department of Education awarded \$136,945.00 to the IUP Nursing Department for planning and implementation of the Master of Science in Nursing Program. Those monies have been expended in the areas of faculty and secretarial salaries, equipment, library resources, and operational costs.

The MSN program is included in the Five Year Planning document for the Nursing Department and the College of Health Services.



#### D. Equal Access and Opportunity

Equal educational access and opportunity to students - Any registered nurse who meets the admission criteria set by the University and by the Nursing Department will have access to the proposed program of graduate study. IUP does not discriminate in any way on a basis of age, sex, religion, ethnic origin or physical handicap.

#### E. Relationship of the M.S. in Nursing to Other Programs

##### IUP Programs

The establishment of a graduate program in Nursing is the natural progression from a well-established, accredited undergraduate Nursing program, and a necessity for a profession which is in a state of transition and growth. The proposed graduate program builds upon the IUP baccalaureate Nursing program, further develops the competencies achieved at the undergraduate level, and introduces new theory in nursing and health care. An interdisciplinary relationship will be developed with the Colleges of Business, Humanities and Natural Sciences. Graduate courses in those disciplines and others will be required. The emphasis by the graduate Nursing program on theory development and research will add to the credibility of Indiana University of Pennsylvania's role as a university.

##### Institutional Mission

The graduate program in Nursing closely relates to the broad charge of IUP, "...the promotion of scholarship, the preservation and discovery of knowledge, and the engagement in research and educational service." The graduate program in Nursing is structured upon the cultural, intellectual and professional base developed through the student's undergraduate study of the liberal arts and sciences. Other IUP goals are also addressed, such as the accessibility of the program to a wide segment of citizens of the Commonwealth, the provision of graduate study for an underserved geographic area of the state, and graduate education at a lower cost to the public.

One of the assigned missions to IUP is the area of health and human services. The University faculty is diverse, enthusiastic and ambitious, and espouses a desire to improve the quality of life for area residents. Faculty members are politically active and very much involved in community service. The governing bodies and staffs of all the health care agencies in the region have consistently supported the IUP Nursing Department, have encouraged the Department in the development of graduate study and continuing education in nursing, and have made their total facilities available for the education of nurses. Those institutions are:

Cameron Manor, Indiana, Pa.  
Conemaugh Valley Memorial Hospital, Johnstown, Pa.  
Indiana Hospital, Indiana, Pa.  
Latrobe Area Hospital, Latrobe, Pa.  
Lee Hospital, Johnstown, Pa.  
Mercy Hospital, Johnstown, Pa.  
Presbyterian-University Hospital, Pittsburgh, Pa.  
Scenery Hill Manor, Indiana, Pa.  
Torrance State Hospital, Torrance, Pa.  
Westmoreland Hospital, Greensburg, Pa.

In addition, the Pennsylvania Health Department (Armstrong, Indiana, and Westmoreland Counties), the Indiana County Visiting Nurse Association, and the Latrobe and Westmoreland Home Health Care Programs provide student placement for the IUP Nursing Department.

Other Regional Graduate Programs in Nursing

The University of Pittsburgh School of Nursing offers graduate study in Nursing, however, that institution has more applicants for graduate study than can be adequately served. There has been a long-standing need and an increased demand for additional quality graduate programs in Nursing in the state of Pennsylvania and across the nation. IUP can expect to draw graduate students from a wide geographic area, including qualified foreign students.

Indiana University of Pennsylvania  
Degree - Master of Science in Nursing

ABSTRACT

Field of Study: Family Nursing with Functional Role Option in Teaching  
of Nursing or Administration of Nursing Services

Purpose of program is to increase the available number of master-prepared nurses in a non-urban area, to (1) alleviate the shortage of nurses trained to teach in basic nursing education programs; (2) add to the supply of nurses trained in management techniques and health care administration; (3) provide a master's-level program in family nursing which will allow the nurse to expand basic knowledge of health care and serve a growing population of older citizens.

The initial focus of the program will be to add to the supply of nurses who are academically prepared to administer nursing and health care services and to teach in basic nursing programs. In addition, graduates will be skilled in directing groups in goal setting and in establishing a life style to maintain an optimum level of health. This could occur in the home, community, industry or other settings where groups of healthy persons are to be found.

The program characteristics which are most appealing to the professional nurses of the area are the focus on a functional role and the availability of graduate study on a part-time basis.

The primary teaching facility will be the Department of Nursing, Indiana University of Pennsylvania. Clinical practicums will be at community hospitals and agencies which are general in nature but include mental health and home health care units. The agencies are located in a three to four county area, primarily rural or small city size. Official and voluntary agencies will also be utilized for clinical experience. Teaching practicums will be arranged in institutions of higher education and schools of nursing. Administrative practicums will be planned in community health care systems. Training will be accomplished through lectures, seminars, and supervised practicums. All cooperating agencies currently have a contract with the Department of Nursing, Indiana University of Pennsylvania, for undergraduate student placement for learning.

## MSN - FAMILY NURSING

### Philosophy

Professional nursing encompasses the identification and resolution of the internal and external forces which influence the health of man. Health promotion is accomplished through direct and indirect nursing intervention. Social and political advocacy for the client and the profession are vital components of both graduate education and nursing practice.

The Nursing faculty believes that graduate education prepares the learner/student for leadership through indepth study and inquiry into contemporary and emerging roles in nursing. Graduate education focuses on expanding knowledge in the discipline of nursing and advanced practice in administration, teaching, research or clinical nursing. It is further believed that graduate education promotes:

1. personal and professional growth by the development of expertise in the communication of professional philosophy, values and standards.
2. The development and the maintenance of collegial relationships with peers and role models.
3. Increased self-awareness and a strengthening of the professional identity essential to leadership.

The faculty believes the graduate student is self-directed, inquiring, and a critical thinker, and that the purpose of master's education is to prepare professional nursing leaders. Graduate education in nursing is distinguished by concentrated study in a specific clinical area, and by study and application of appropriate research methodologies in the investigation of nursing problems.

## Objectives

The program leading to the Degree Master of Science in Nursing will focus on the development of knowledge, attitudes, and skills which will prepare the graduate to:

- a. Demonstrate competence in family nursing and a selected functional area of nursing practice.
- b. Develop collegial and collaborative relationships with peers and representatives of other groups having input or influence on health care.
- c. Provide leadership which creates impetus for change within the nursing profession.
- d. Demonstrate skill in evaluation of professional nursing practice and nursing education.
- e. Show evidence of continued growth, accountability and commitment to professional nursing.
- f. Resolve nursing problems through scientific inquiry and research.
- g. Develop and test theories and concepts relevant to professional nursing and health care.
- h. Be an informed activist in health care reform.
- i. Pursue doctoral study.

## Admission Criteria

Graduation from an accredited BSN program

3.0 minimum undergraduate grade point average

Graduate Record Examination scores

Two years professional nursing practice

Current Pennsylvania professional nurse licensure

Letters of reference



COURSE DESCRIPTIONSNU 615 - Elements of Nursing Research

3 s.h.

Selection of a research problem, the literature search, research design, data collection, and writing research reports are studied. Thesis proposal will be developed during this course.

Nu 850 - Thesis

2-6 s.h.

A thesis or research project is required of all students, should be scheduled for the semester in which student plans to complete degree requirements. A committee of faculty members will provide supervision.

NU 614 - Health Assessment and Nursing Diagnosis

3 s.h.

Development of knowledge in the process of diagnosis of deviations from health, application of that knowledge in nursing practice; fundamental disease processes and the study of the sick or disordered human system.

NU 620 - Theoretical Foundation for Nursing

3 s.h.

Contemporary theories of nursing; concept formation, fundamental theory development and application to nursing practice; role adaptation, models of professional nursing practice; social and political issues.

NU 630 - Family Nursing I

3 s.h.

The study of family health problems in the non-urban community setting, promotion of health, maintenance of health, and health education; study of family theory and the family process, with emphasis on the nuclear and extended family.

NU 631 - Family Nursing II

3 s.h.

Study of health care systems and the role of the family nurse in the community; health planning, health policy development, and health care program evaluation; emphasis on the family and referral systems.

NU 632 - Clinical Practice in Family Nursing I

3 s.h.

Development of a clinical nursing role in non-urban health care; nursing practicum in health care agencies and in client's homes.

NU 633 - Clinical Practice in Family Nursing II

3 s.h.

Clinical practice with concentration on either the nuclear or the extended family.

NU 624 - Curriculum Development for Nursing Programs

3 s.h.

Development of curriculum philosophy, conceptual framework, objectives, and course content essential to undergraduate education for professional nursing; overview of curriculum philosophies.

NU 625 - Teaching Strategies For Nursing Curriculum

3 s.h.

Theories of learning, instructional modalities, teaching strategies, methods of evaluation of learning; emphasis on theoretical and clinical requirements for professional nursing.

NU 610 - Advanced Practicum in Nursing Administration

5 s.h.

Development of the functional role of nurse administrator, practice in a health care agency under the supervision of a nurse administrator.

NU 611 - Practicum in Teaching of Nursing

5 s.h.

Development of a functional role as nurse educator; practice under the supervision of a master teacher of nursing.

COURSE SEQUENCE - NURSING ADMINISTRATION CONCENTRATION

Semester I

NU 620 Theoretical Foundation for Nursing  
NU 630 Family Nursing I  
NU 632 Clinical Practice in Family Nursing I  
GR 517 Statistical Methods II  
PC 569 Industrial/Organizational Psychology

Semester II

Nu 614 Health Assessment and Nursing Diagnosis  
NU 631 Family Nursing II  
NU 633 Clinical Practice in Family Nursing II  
MG 630 Management Theory  
NU 615 Elements of Nursing Research

Semester III

MG 633 Organizational Analysis  
NU 850 Thesis  
LR 621 Labor Relations in the Public Sector  
NU 610 Practicum in Nursing Administration

COURSE SEQUENCE - TEACHING OF NURSING CONCENTRATION

Semester I

NU 620 Theoretical Foundation for Nursing  
NU 630 Family Nursing I  
NU 632 Clinical Practice in Family Nursing I  
GR 517 Statistical Methods II  
NU 624 Curriculum Development for Nursing Programs

Semester II

NU 614 Health Assessment and Nursing Diagnosis  
NU 631 Family Nursing II  
NU 633 Clinical Practice in Family Nursing II  
NU 615 Elements of Nursing Research  
NU 625 Teaching Strategies for Nursing Curriculum

Semester III

EP 604 Advanced Educational Psychology  
NU 850 Thesis  
NU 611 Practicum in Teaching of Nursing

## APPENDIX A

### MINUTES OF THE UNIVERSITY SENATE

The March 9, 1982 meeting of the University Senate was called to order by Chairman Stanford Tackett at 3:20 p.m. in Pratt Auditorium.

Senators R. Anderson, Andrew, A.L. Davis, Elliott, Mueller, Podbielski and Sledzik were excused from the meeting. In addition, the following Senators were absent: Altimus, Anderson, Bahn, Bright, Browe, Chan, Chellman, Chickos, H. Cunningham, Dakak, E. Flowers, Heilman, Hershaman, Holtz, J. Johnson, Karatjas, Knab, Kofoid, Lafranchi, Lenglet, Marx, McCavitt, Merryman, Miller, Millward, Moreau, Murray, Novels, Robbins, Russell, Syty, Tobin, Troxell, Vold, Walker, Walz, Wegener, Whitson, Wilson, Wolfe, B. Wood, Cull, Haugen, Hazlett, Andreassi, Aquila, Caldwell, Emerick, Ferris, Johnson, Levenson, Lingenfelter, Logue, Long, Maskrey, McClelland, Orsini, Peffer, Phillippi, Schmucker, Serafin, Shepelak, Smith, Tate, White, Woodard, Peters, Moore and Wagner.

President Worthen reported to the Senate on the following matters:

1. Attended the Senate Appropriations Committee meeting on March 8. IUP stands to receive a 9.35% increase over what it received this year due to the Governor's recommendation for a 6% increase in the pool of monies going to higher education and the revision in the formula IUP a slight increase. This means IUP will get \$31.1 million compared with \$28.9 million received for 1981-82.
2. It appears that the increase which will be... increase... which...

★ Committee D also recommended for approval a Master of Science Degree Program in Nursing, contingent upon funding. Should funding be forthcoming, the Council would cooperate with the department as the program is modified during the 1982-83 planning year. During the year, the Graduate Committee would submit individual courses for Senate approval. There was extensive discussion about approving a program for which money has not yet been allocated, for approving a program which includes courses which do not presently exist, and for approving a program where future funding is questionable. The Secretary of Education has allocated \$250,000 for graduate programs in nursing and IUP is attempting to get some of those funds. The Graduate Committee and the Nursing Department must have Senate approval in order to continue its proposal for these monies.

On a motion by Senator Tiger, seconded by Senator Winstead, the motion for approval was amended to read: The Graduate Council recommends approval of the development and implementation of a Master of Science degree program in Nursing contingent upon funding. Should funding be forthcoming, the Council will actively cooperate with the department as the program is modified during the 1982-83 planning year. During the year, the Council will submit individual courses for Senate approval. This recommendation was then approved unanimously by the Senate.

The Senate Representative Budget Committee, Fred... following informational items:

1. Ch...

## APPENDIX B

### Enrollment of MSN Students in Courses Taught By Other Disciplines

Letters of Agreement stating that MSN students may enroll in specific courses as listed on MSN curriculum sequence have been received from the following departments, and are on file.

College of Business - MG 630 - Management  
MG 633 - Organizational Analysis

Labor Relations - LR 621 - Labor Relations In the Public Sector

Mathematics - GR 517 - Statistical Methods II

Psychology - PC 569 - Industrial/Organizational Psychology

APPROVED BY THE UNIVERSITY SENATE - MARCH 8, 1983

Indiana University of Pennsylvania

March 8, 1983

## Finance and Development Committee Report

## 1. For Senate Information:

- a. The Finance and Development Committee will provide to the Senate all the information given to it by the Campus Planning Office (Bob Marx) on the actions taken by that office for Senate information. Should there be matters on which the Campus Planning Office, members of the Committee or members of the Senate think that the Committee should act, that will be done if the Chairman of the Finance and Development Committee is notified.
- b. Report on Capital Projects (as of February 1, 1983)
  1. Boiler Plant Improvements  
Funding Source: Capital Budget; Estimated Cost: \$832,000;  
Project Status: Smiley Associates of Philadelphia prepared the sketch submission which was approved January 31, 1983 by DGS.
  2. Steam Distribution System  
Funding Source: Capital Budget; Estimated Cost: \$682,000;  
Project Status: Scope approved by DGS for selection of an architect. No selection has been made to date.
  3. Electrical Distribution System Upgrading  
Funding Source: Capital Budget; Estimated Cost: \$659,000;  
Project Status: Scope approved by DGS for selection of an architect. No selection has been made to date.
  4. Campus Fire Protection Rehabilitation  
Bid Date: 12-30-82; Start Date: 1-30-83;  
Funding Source: Capital Budget; Estimated Cost: \$525,000;  
Project Status: Pre-final plans accepted and approved February 9, 1983.
  5. Weyandt Hall Renovation  
Anticipated Completion Date: 12-31-84;  
Funding Source: Capital Budget; Estimated Cost: \$1,356,000;  
Project Status: DGS has appointed Mr. Louis F. Gilberti of Pittsburgh as the professional. The sketch was approved January 31, 1983.
  6. Classroom Fire and Safety Improvements  
Funding Source: Capital Budget; Estimated Cost: \$265,000;  
Project Status: Scope approved by DGS for selection of an architect.
  7. Safety Sciences Classroom Building  
Bid Date: 8-83; Start Date: 9-83  
Anticipated Completion Date: 9/84  
Funding Source: ARC/Capital Budget; Estimated Cost: \$2,800,000;  
Project Status: DGS has appointed Curry, Martin and Guzman Joint Venture--Pittsburgh, PA as architects. Sketch submission approved February 2, 1983 by DGS.



8. Cogeneration

In response to our request for funds to cover a detailed feasibility study, the Pennsylvania Electric Company has committed \$25,000 - \$30,000; the Governor's Energy Council has committed up to \$20,000 and the Peoples Gas Company has indicated it will make a substantial commitment to this project. We are proceeding to select consultants to do the study with expectation that it can be completed within three to six months. Lt. Governor Scranton visited IUP on January 6, 1983 to review the cogeneration project and expressed strong support for this plan.

9. Sutton Hall Restoration

The carpeting has been laid and the lighting fixtures have been installed on the ground floor of Sutton Hall. The departments that will occupy this area are being relocated at the present time and all offices are expected to be moved by March 15, 1983. Work remains to be done in the stairwells, the restroom areas and the East Parlor on the first floor with completion scheduled for April 29, 1983.

Residency Requirement

All students receiving an IUP degree are required to complete 45 semester hours in IUP courses. At least 15 semester hours in IUP courses are required to complete an IUP major, and a minimum of six semester hours for a minor. Normally, the student will complete the final 30 semester hours in residence in IUP courses, unless specific approval has been secured from the dean of the student's college.

Exceptions to the above requirement for courses to be earned in residence at IUP may be granted by the college deans based upon the appropriateness and academic integrity of the courses in question.

Candidates for a second baccalaureate degree must complete 30 semester hours in IUP courses including the requirements listed above for the courses in the major. (See policy on second baccalaureate degree undergraduate catalog 1982-83, p.75.)

Policy will be effective for students entering under the 1984-85 catalog.

Approved: Council of Deans 1/12/83.

Approved: Senate Academic (B-1) Committee 2/15/83.

Submitted for University Senate action on 3/8/83.

Approved by the University Senate - March 8, 1983.

## TRANSFER STUDENTS (Credit Evaluation)

- A. The evaluation of credits from other institutions of higher education is the responsibility of the Director of Academic Services and the college dean who has jurisdiction over the student's desired major. Normally, courses considered for transfer are only those taken from institutions which are accredited by the six regional accrediting agencies. Each course is usually evaluated separately. The evaluation normally includes a review of the description, semester hours, and grade of each course along with the applicability of the course to the student's major at IUP. However, only credits transfer, not grade point average. It has been the policy of the University that only courses with a "C" or higher grade will be accepted except for two-year associate degree graduates of state-supported community colleges in Pennsylvania. No matter how many credits are transferable, the student must satisfy all of the degree requirements falling into the categories of (1) University requirements, (2) college requirements and (3) department requirements.
- (NEW) B. Credits accepted from institutions not accredited by the Middle States Commission on Higher Education or similar regional accrediting agencies with which there is a limited articulation agreement will apply towards the 124 semester hours required for graduation even if the student later changes the major. The credits will be reviewed by the student's new dean upon transfer to determine the proper categories, i.e., general education, major, free elective, etc.
- (NEW) C. A limited articulation agreement with a non-accredited institution applies only to the program (majors) in the limited area and cannot be interpreted to apply to all programs offered by the non-accredited institution. Expansions or changes in the limited articulation agreement must be evaluated by the program areas at IUP that offer similar courses.
- (NEW) D. Credits from institutions not accredited by the regional agencies receive a preliminary evaluation for advisement purposes. Credits may be awarded by the student's dean after review of a successful first semester or year at IUP. Successful completion of upper level or sequence courses will be considered in awarding final credit for prior work. A student from a non-accredited institution may also utilize local examinations or CLEP General and Subject examinations.

Approved Council of Deans 1/12/83.

New material (paragraphs B and C) approved by Senate Academic (B-1) Committee 2/15/83. [Paragraph D should have had (NEW) in front of it, too.]

Submitted for University Senate action on 3/8/83.

Approved by the University Senate - March 8, 1983

IUP is an academic community within the society at large. The following policies and procedures are established to preserve the academic integrity of the University community and to provide a process which assures the necessary rights and protections for the student who allegedly violates these policies.

Violations:

- a. Cheating by those who give as well as receive aid in course or lab work.
- b. Intentional evasion of academic policies or procedures.
- c. Plagiarizing in any way.
- d. Possessing or obtaining an examination without the instructor's authority or prior knowledge.

Procedure:

If an instructor believes that a student has violated an academic policy, he/she may recommend a sanction ranging from failure in the course up to and including suspension or expulsion from the university. Recommended sanctions may include but are not limited to the following: reduction of grade in the course, failure in the course, disciplinary probation, campus community service/educational experience, letter to parents or legal guardian, suspension, expulsion. A combination of sanctions may be recommended. The instructor must file a written report of the violation with the Vice-President for Student Affairs within five (5) class or work days of the violation unless justifiable circumstances make such notification impractical. The instructor should also send a copy to the student. The Vice-President for Student Affairs or designee will make the final determination if late notification was appropriate. The report should be submitted on a form available in each departmental office and must include the following: name of student involved; course; instructor; date and time; circumstances and supportive date and sanction recommended.

In instances involving a violation of academic policy, or where final action on civil or criminal charges is pending, the Vice-President for Student Affairs or the President may summarily suspend a student consistent with the procedures outlined on page 41 of The Eye, the student handbook.

The Vice-President for Student Affairs or designee will formally notify the student of the allegation and the recommended sanction.

If the student disagrees with the sanction recommended, the following procedure will be followed:

1. Within six (6) class or work days of receipt of the instructor's written report, the student must request a conference with the Chairperson of the Department. The student and instructor involved will meet with the Chairperson and conduct a hearing on the allegation. The chairperson may uphold the sanction imposed by the instructor or reduce it. Within five (5) class or work days of the hearing, the Chairperson must forward a written report of

his/her decision concerning the case to the student, the instructor involved and the Vice-President for Student Affairs. Failure to forward a written report within the time period indicates the Chairperson's affirmation of the sanction recommended by the instructor.

2. Within six (6) class or work days of the receipt of the Chairperson's report, the student may appeal to the Vice-President for Student Affairs in writing.
3. If the Chairperson decreases the sanction originally recommended by the instructor, the instructor may appeal the Chairperson's ruling to the Vice-President for Student Affairs within six (6) class or work days of the receipt of the Chairperson's report.
4. If an appeal is filed, the Vice-President for Student Affairs or his/her designee shall convene the University Judicial Board to hear the appeal (page 40, 1982-83, The Eye). The UJB may accept the instructor's sanction; accept the Chairperson's ruling; reduce or nullify the sanction so far recommended or send the case back to the Chairperson for reconsideration along with recommendations.

The UJB may NOT increase the sanction originally recommended by the instructor. Within five (5) class or work days of the hearing, the UJB 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 Vice-President for Student Affairs.

If the student does not appeal the instructor's recommended sanction within six (6) class or work days, it shall be automatically invoked. Failure to appeal the decision constitutes a waiver of the right to a hearing.

Approved: Senate Academic (B-1) Committee 2/15/83.

Submitted for University Senate action on 3/8/83.

Returned to Academic Affairs Committee by Senate on March 8, 1983  
(Senate action deleted "letter to parents or legal guardian" -- line 6 under procedure on first page of document.)

Flowchart Outlining Adjudication  
Process for Academic Violations

ATTACHMENT #7

Instructor files a written report of the violation within 5 class/work days of the alleged act to the Vice President of Student Affairs with a copy to the student. Report includes: name of student involved, course, instructor, date and time, circumstances, supportive data and recommended sanction

Vice President for Student Affairs or designee formally notifies student of allegation and recommended sanction

Student may  
accept sanction

Within 6 class/work days of receipt of the report, student  
must request conference with department chairperson

Hearing is scheduled by department chairperson with student  
and instructor present. Chairperson may uphold the  
instructor's sanction or reduce the instructor's sanction.

Within 5 class/working days of the hearing, the chairperson  
forwards a written decision concerning the case to the:  
student, instructor and Vice President for Student Affairs.  
Failure to forward a written report within that time period  
indicates the chairperson's affirmation of the instructor's  
sanction.

Within 6 class/work days of  
receipt of the chairperson's  
report the student may appeal  
to the V.P. for Student Affairs  
in writing

If the chairperson decreases the  
instructor's original sanction, the  
instructor may appeal to the V.P.  
for Student Affairs within 6 class/  
work days of receipt of the chair-  
person's report.

If an appeal is filed, the V.P. for Student Affairs or designee  
convenes the University Judicial Board to hear the appeal. The  
UJB may: accept instructor's sanction, accept chairperson's  
ruling, reduce/nullify the sanction so far recommended or send the  
case back to the chairperson for reconsideration along with  
recommendations.

