



## University Senate

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### UNIVERSITY SENATE UM-St. Louis

#### Agenda

The Senate will meet at 3:00 p.m. on Tuesday, January 19, 1999 in 126 J.C. Penney.

- I. Approval of Minutes from Previous Meeting
- II. Report from the Senate Chair -- Jeanne Morgan Zarucchi  
*Grade Appeal Policy (See Attached)*
- III. Report from the Chancellor -- Chancellor Touhill
- IV. Report from the Faculty Council Presiding Officer -- Dennis Judd  
*Campus Budget Priorities*
- V. Report from Intercampus Faculty Council -- Jeanne Morgan Zarucchi
- VI. Reports from Standing Committees:
  - A. Executive Committee -- Jeanne Morgan Zarucchi  
*Executive Session: Honorary Degrees*
  - B. Budget and Planning -- Chancellor Touhill
  - C. Bylaws and Rules -- William Long  
*Voting Status of Non-Regulars (Action Item-See Attached)*
  - D. Committee on Committees -- Gail Ratcliff  
*Ballot for Committee Replacement (Action Item)*
  - E. Computing -- Susan Sanchez  
*Faculty Desktop Enhancement Initiative Deadlines*
  - F. Curriculum and Instruction -- David Ganz  
*Academic Calendar (Action Item-See Attached)*  
*Course Proposal Changes (Action Items-See Attached)*
  - G. Student Publications -- Van Reidhead  
*Current Financial Report*
- VII. Other Business

#### Attachments:

- 1) Grade Appeal Policy
- 2) Voting Status of Non-Regulars
- 3) Academic Calendar (and IFC Principles for Academic Calendars)
- 4) Course Proposal Changes

Academic Affairs  
January 12, 1999

### **University of Missouri-St. Louis Grade Appeal Procedures**

On each campus of the University of Missouri it is the Chancellor who is ultimately responsible to the President and the Board of Curators for all campus programs, policies, and activities. On the University of Missouri-St. Louis campus the Chancellor has delegated responsibility for overseeing the grade appeal process to the Vice Chancellor for Academic Affairs. The Vice Chancellor is therefore responsible for assuring that grade appeals are handled in a fair and timely manner. More specifically, that officer is responsible for seeing that the procedures outlined below are appropriately followed.

#### *Informal Procedures*

At any time after the awarding of a grade, for a course or an assignment in a course, a student may discuss the grade with her or his instructor and request that the instructor review the grade. If the instructor does review the grade he or she is, of course, free to change the grade or not as is appropriate.

#### *Formal Procedures*

The following procedures apply if the above informal procedure does not resolve a dispute concerning a grade to the student's satisfaction and if the process is initiated within thirty working days of the start of the first regular semester (fall or winter) following the semester for which the grade was given, or thirty days after the assignment of the grade (whichever is later).

1. If the student has not already done so, he or she discusses the contended grade fully with the course instructor.<sup>1</sup> The student should prepare for this meeting by taking all relevant written work (test, reports, etc.) with him/her. If the issue is not resolved, the student may consult the administrative officer of the department or discipline housing the course in question. (This officer will normally be someone below the level of the Dean.) The administrative officer will discuss the appeal with the course instructor, and will inform the student of the result of this discussion.

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<sup>1</sup>If the instructor is deceased, cannot be located, or is otherwise unable or unwilling to reconsider the grade, the student should consult directly with the administrative officer of the department or discipline housing the course in question. The remaining procedures here specified will be followed except that the administrative officer and the faculty committee will not consult with the instructor if he or she is unavailable.

(That result may be the instructor's agreement to change the grade, her or his refusal to change the grade, or her or his agreement to discuss the case further with the student.) The administrative officer may require that the student put the appeal in written form before the administrative officer discusses it with the instructor.

2. If the matter remains unresolved, the student may, within 10 working days of being notified of the result of the discussion between the administrative officer and the instructor, or within 10 working days of her or his last discussion with the instructor, submit a detailed written statement of the complaint to the administrative officer. The administrative officer will refer it to a faculty committee composed of at least three faculty members in the department or unit offering the course or if such are not available, in closely allied fields. This committee will investigate the matter, meeting, as it may deem necessary, with the student, the instructor, and possibly others. Following its inquiries and deliberations, but prior to making its final recommendations, the faculty committee will submit a copy of its findings to the course instructor. If the course instructor elects to comment on the findings to the committee, this must be done in writing within 7 working days. After further consideration, but within 30 working days after receiving the student's statement, the faculty committee will submit its findings with its recommendations and reasons for those recommendations directly to the course instructor, with a copy to the administrative officer.
3. If the faculty committee recommends that the grade be changed, the administrative officer will ask the instructor to implement the recommendation. If the instructor declines, the administrative officer will change the grade, notifying the instructor and the student of this action. Only the administrative officer, upon the written recommendation of the faculty committee, will effect a change in grade over the objection of the instructor who assigned the original grade.<sup>2</sup>
4. If the faculty committee recommends that the grade not be changed, the administrative officer will notify the student of this action. The student may then appeal to the Dean of the School or College within which the course in question is housed, who will determine whether the above procedures have been properly

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<sup>2</sup>Under current campus policy, transcript notation of 'DL' automatically becomes an F after one regular semester, and a notation of 'Y' automatically becomes an F after two regular semesters. These changes, which the Registrar is mandated to make, are not considered grade changes and are consistent with this Grade Appeal Policy. Students may appeal these changes provided the appeal is initiated within 30 working days of the notification of the change.

observed. If the Dean determines that the procedures have not been appropriately followed, *and that their not being followed may have substantively affected the outcome*, the case will be returned to the faculty unit for review by the same, or, if the Dean so determines, by a different committee.

5. If the Dean denies the procedural appeal the student may ask the Vice Chancellor for Academic Affairs, acting as the Chancellor's designee, to conduct a procedural review. The Vice Chancellor is not obligated to conduct such a review and will normally do so only where there is compelling evidence of procedural irregularities. If the Vice Chancellor finds the procedures have not been appropriately followed, *and that their not being followed may have substantively affected the outcome*, the case will be returned to a lower level for rereview. As the Vice Chancellor is acting as the designee of the Chancellor, there is no appeal beyond this level.

**UM-ST. LOUIS  
BYLAW AMENDMENT**

**Voting Status of Non-Regulars**

**Current Version:**

300.040 C.1. Membership -- The voting members of the Senate shall consist of the President; the Chancellor; the Vice Chancellor for Academic Affairs; the Vice Chancellor for Managerial and Technological Services; the Vice Chancellor for Administrative Services; the Vice Chancellor for University Relations; the Vice Chancellor for Student Affairs; deans or equivalent of schools, colleges, and such parallel units as may be created from time to time; the Dean of Continuing Education-Extension; the Director of Libraries; the President Officer of the Faculty Council; the President of the Student Body, seventy-five members elected by the Faculty, twenty-five members elected by the Student Body (not to exceed twenty-five). Non-voting members shall include administrative staff designated by the Chancellor, the President of the Staff Association, and members designated by any academic department not otherwise represented by an elected faculty senator.

**Proposed Addition to 300.040 C.1.**

For the purposes of Senate membership, the word "faculty" includes all those with a full-time non-regular academic appointment who have at least 50% teaching responsibilities per year and one of the following terms in their title: adjunct professor, visiting professor, clinical professor (professor to include assistant and associate ranks), lecturer, or instructor. Faculty so defined will have all the privileges of Senate participation including the right to vote on Senate membership, to be nominated for Senate membership, and to serve in the Senate and on Senate committees. Faculty so defined will be counted in apportioning Senate representation.

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**Current Version:**

300.040 C.1.b. Each year during the winter semester each school, college, and any other parallel unit which may be created from time to time shall have allocated to it a number of faculty senators proportionate to the number of its voting faculty members as defined in Section 300.040 A.1 of these Bylaws.

**Proposed Change to 300.040 C.1.b:**

Each year during the winter semester each school, college, and any other parallel unit which may be created from time to time shall have allocated to it a number of faculty senators proportionate to the number of its eligible faculty members as defined in Section 300.040 C.1 of these Bylaws.

**Rationale:**

This change will grant Senate voting membership rights to full-time non-regular faculty.

**UNIVERSITY OF MISSOURI-ST. LOUIS**  
**ACADEMIC CALENDAR FOR 2000-2001**

**2000**

August 21  
 September 2  
 September 5  
 November 21  
 November 27  
 December 6  
 December 7, 8  
 December 11  
 December 19

**FIRST SEMESTER**

Monday, classes begin 8 a.m.  
 Saturday, Labor Day holiday begins 3 p.m.  
 Tuesday, classes resume 8 a.m.  
 Tuesday, Thanksgiving holiday begins 11 p.m.  
 Monday, classes resume 8 a.m.  
 Wednesday, classes end 11 p.m.  
 Thursday/Friday, Intensive study days\*  
 Monday, final examinations begin  
 Tuesday, first semester closes end of day

M 15  
 T 16  
 W 15  
 TH 14  
 F 14  
 74

**2001**

January 7

Sunday, mid-year commencement

**SECOND SEMESTER**

January 8  
 January 15  
 March 24  
 April 2  
 April 30  
 May 1, 2  
 May 3  
 May 10  
 May 12

Monday, classes begin 8 a.m.  
 Monday, Dr. Martin Luther King holiday  
 Saturday, spring recess begins 3 p.m.  
 Monday, classes resume 8 a.m.  
 Monday, classes end 11 p.m.  
 Tuesday/Wednesday, intensive study days\*  
 Thursday, final examinations begin  
 Thursday, second semester closes end of day  
 Saturday, annual commencement

M 15  
 T 15  
 W 15  
 TH 15  
 F 15  
 75

\*Intensive study days -- no classes held, no exams scheduled

**SUMMER SESSION**

May Intersession (4 weeks)

May 14  
 May 28  
 June 8

Monday, classes begin 8 a.m.  
 Monday, Memorial Day holiday  
 Friday, session closes end of day

Eight-Week Session

June 11  
 July 4  
 August 1, 2  
 August 2  
 August 5

Monday, classes begin 8 a.m.  
 Wednesday, Independence Day Holiday  
 Wednesday/Thursday, final examinations  
 Thursday, session closes end of day  
 Sunday, summer commencement

## **COORDINATED ACADEMIC CALENDAR**

On November 14, 1996, the IFC adopted the following set of principles to generate future academic calendars. These principles are:

1. There will be a common first day of classes for the Fall and Winter semesters. The first day of class for the Fall semester will be Monday on the fourth full week in August, and the first day of class for the Winter semester will be Monday of the second full week in January, unless this day is Martin Luther King Day, then classes will begin on Tuesday.
2. There will be common breaks during the Fall and Winter semesters. There will be a common Thanksgiving break, which includes the Wednesday before Thanksgiving through the weekend following Thanksgiving. The common Spring break will be the last full week in March.
3. The total number of class days will be between 74-76 days, with on the average 45 M/W/F and 30 T/Th classes.
4. Reading and final periods will be set by the individual campus. Every effort will be made to make the last day of class as close as possible for the four campuses.

**REPORT FROM THE COMMITTEE ON CURRICULUM AND INSTRUCTION**  
**January 19, 1999**

I. The Committee recommends Senate approval for the following proposals:

Change in Degree Requirements

1. Master of Science in Nursing Degree
2. Master of Science in Management Information Systems (MS in MIS)

II. Housekeeping:

Change in Degree Requirements

1. Bachelor of Arts in Psychology

III. The Committee wishes to inform the Senate of the following course actions that were effected by the Committee:

<b>Curricular Designation/Number</b>	<b>Add/Drop/Change</b>	<b>Course Title</b>	<b>Credit Hours</b>
Anthropology 138	Add	African-American Archaeology	3
Biology 358	Drop	Evolutionary Ecology of Plants	3
CCJ 233	Add	Philosophy of Law	3
Computer Science 427	Add	Systems Administration	3
Computer Science 473	Add	Client/Server Computing	3
French 311	Change in description	Special Topics in French Culture	3
Gerontology 156	Change in title, description	Bioethics (formerly Medical Ethics)	3
JEE 327	Add	Special Topics in Real-Time Processing	3
JEE 364	Add	Digital Systems Engineering	3
Mathematics 306	Change in prerequisite, description	Applied Differential Equations	3
Mathematics 320	Change in description	Mathematical Statistics I	3
Mathematics 321	Change in description	Mathematical Statistics II	3
Mathematics 323	Change in prerequisite	Numerical Analysis	3
Philosophy 156	Change in title, description	Bioethics (formerly Medical Ethics)	3
Philosophy 287	Change in prerequisite, description	Philosophy of Law	3
Political Science 129	Change in description	Women and the Law	3
Political Science 228	Change in description	The Federal Judicial System: Politics, Process, and Behavior	3
Political Science 238	Change in description	Women in U.S. Politics	3
Political Science 243	Add	Union Leadership and Administration	3



REPORT FROM THE COMMITTEE ON CURRICULUM AND INSTRUCTION

January 19, 1999

Page 2

<b>Curricular Designation/Number</b>	<b>Add/Drop/Change</b>	<b>Course Title</b>	<b>Credit Hours</b>
Probability & Statistics 321	Change in description	Mathematical Statistics II	3
Probability & Statistics 326	Change in description	Introduction to Stochastic Processes	3
Probability & Statistics 330	Change in description	Multivariate Analysis	3
Probability & Statistics 331	Change in prerequisite, description	Analysis of Variance and Design of Experiments	3
Probability & Statistics 333	Change in description	Nonparametric Methods in Statistics	3
Psych 201	Change in prerequisite	Psychological Statistics	4
ED PSY 312	Change in prerequisite	The Psychology of Teaching and Learning	3
SPC ED 413	Change in prerequisite, description	Organizational Foundations for Special Education	3
SPC ED 416	Change in title, description	Current Research in Psychology of Learners with Disabilities (formerly Current Research in Psychology of Exceptional Children)	3
SPC ED 421	Change in title, prerequisite, description	Prescriptive Teaching of Learners with Disabilities (formerly Prescriptive Teaching of Exceptional Children)	3
SPC ED 430	Change in title, prerequisite, description	Introduction to Developmental Disabilities (formerly Theories and Practice in Mental Retardation)	3
SPC ED 443	Change in title, prerequisite, description	Introduction to Learning Disabilities (formerly Learning Disabilities)	3
SPC ED 444	Change in title, description	Education of Learners with Learning Disabilities (formerly Education of Children with Learning Disabilities)	3
SPC ED 450	Change in title, prerequisite, description	Introduction to Emotional/Behavioral Disorders (formerly Introduction to Behavioral Disorders)	3
SPC ED 452	Change in title, description	Education of Learners with Emotional/Behavioral Disorders (formerly Education of Behaviorally Disordered Children)	3
SPC ED 463	Change in prerequisite, description	Curriculum, Methods, and Materials for Early Childhood Special Education	3
SPC ED 492	Change in prerequisite, description	Practicum in Special Education	3-6
SPC ED 497	Change in prerequisite, description	Problems	1-10
Studio Art 397	Add	Senior Seminar in Graphic Design I	3
Studio Art 398	Add	Senior Seminar in Graphic Design II	3

**SENATE PROPOSAL FORM FOR** (check one):  **CHANGE IN DEGREE REQUIREMENTS**  
 **CHANGE IN MINOR**  
 **CHANGE IN CERTIFICATE PROGRAM**  
 (See Instructions on reverse)

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Page 1 of 5

**ROUTING:** Initials/ Date  
 Academic Affairs LMM/3/2/98  
 Graduate School JM/123/98  
 (if applicable)  
 Senate C&I 1  
 Senate 1  
 Academic Affairs 1

Department \_\_\_\_\_ Signed: \_\_\_\_\_ Date \_\_\_\_\_  
 Department Chair  
Nursing Signed: J. J. Durham Date 2/24/98  
 School or College Dean

Master of Science in Nursing Degree  
 Title of Degree/Minor/Certificate Program

Are other departments likely to be affected by this change?  no  yes -- List departments and secure sign-offs

Page number(s) 429 and year 1997-98 of most recent *Bulletin* listing.

Current <i>Bulletin</i> listing:	Proposed <i>Bulletin</i> listing:	Rationale:
<p><b>Cooperative Graduate Programs in Nursing</b>  <b>Master of Science In Nursing</b> The College of Nursing at St. Louis, in cooperation with the School of Nursing at University of Missouri-Kansas City, offers graduate nursing studies in three areas of clinical specialization:            Health Care of the Adult            Health Care of Children            Health Care of Women.            This graduate program offers students two ways of completing the Master of Science in Nursing Degree: one means is through completion of a minimum of 36 credit hours with functional role emphasis in administration, education, or clinical specialization; the second concentrates on the functional role of practitioner with completion of a minimum of 43 credit hours. Those selecting the practitioner functional role option will be eligible to complete national certification examinations.</p>	<p><b>Cooperative Graduate Programs in Nursing</b>  <b>Master of Science In Nursing</b> The College of Nursing at St. Louis, in cooperation with the School of Nursing at University of Missouri-Kansas City, offers graduate nursing studies in three areas of clinical specialization:            Health Care of the Adult            Health Care of Children            Health Care of Women.            The graduate program offers students two ways of completing the Master of Science in Nursing Degree: one means is through completion of a minimum of 36 credit hours with functional role emphasis in administration or education; the second concentrates on the functional role of clinical specialization or practitioner with completion of a minimum of 43 credit hours. Those selecting the practitioner functional role option will be eligible to complete national certifying examinations. Opportunities are also available for completion of post MSN requirements leading to eligibility for practitioner certification. <b>Graduates</b></p>	<p>Requirements for clinical specialization role have been increased to 43 credit hours to more accurately reflect the clinical requirements for the functional role.</p>

**SENATE PROPOSAL FORM FOR** (check one):  CHANGE IN DEGREE REQUIREMENTS  
 CHANGE IN MINOR  
 CHANGE IN CERTIFICATE PROGRAM  
 (See Instructions on reverse)

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 Academic Affairs LMW/3/2/98  
 Graduate School \_\_\_\_\_  
 (if applicable) \_\_\_\_\_  
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 Senate \_\_\_\_\_  
 Academic Affairs \_\_\_\_\_

Page 2 of 5

Department \_\_\_\_\_ Signed: \_\_\_\_\_ Date \_\_\_\_\_  
 Department Chair  
Nursing Signed: [Signature] Date 2/24/98  
 School or College \_\_\_\_\_ Dean \_\_\_\_\_

Master of Science in Nursing Degree  
 Title of Degree/Minor/Certificate Program

Are other departments likely to be affected by this change?  no  yes -- List departments and secure sign-offs

Page number(s) 429 and year 1997-98 of most recent *Bulletin* listing.

Current <i>Bulletin</i> listing:	Proposed <i>Bulletin</i> listing:	Rationale:
<p><b>Admission Requirements</b>            Applicants must meet the following:            1) B.S.N. from NLN-accredited nursing program or B.S.N. program comparable to UM-St. Louis College of Nursing's B.S.N. program.            2) Minimum cumulative grade point average of 3.0 (4.0 scale).            3) Current professional nurse licensure with eligibility for licensure in Missouri.            4) Basic cardiac life support certification.            5) Successful completion of an undergraduate descriptive and inferential statistics course.            6) Successful completion of an undergraduate health assessment course.            7) Nurse practitioner functional option is available on a limited basis and requires a two-step admission process: initial admission to the M.S.N. followed by application to the practitioner functional role.</p>	<p><b>completing the clinical specialization or practitioner functional options are eligible for endorsement as advanced practice nurses in Missouri.</b></p> <p><b>Admission Requirements</b>            Applicants must meet the following:            1) B.S.N. from NLN-accredited nursing program or B.S.N. program comparable to UM-St. Louis College of Nursing's B.S.N. program.            2) Minimum cumulative grade point average of 3.0 (4.0 scale).            3) Current professional nurse licensure with eligibility for licensure in Missouri.            4) Basic cardiac life support certification.            5) Successful completion of an undergraduate descriptive and inferential statistics course.            6) Successful completion of an undergraduate health assessment course.            7) Nurse practitioner functional option is available on a limited basis. <b>In addition to above criteria, practitioner option requires submission of narrative outlining goals</b></p>	<p>Advanced practice status in Missouri requires completion of clinical specialization or practitioner options.</p> <p>More clearly defines admission expectations for practitioner functional option.</p>

**SENATE PROPOSAL FORM FOR** (check one):  CHANGE IN DEGREE REQUIREMENTS  
 CHANGE IN MINOR  
 CHANGE IN CERTIFICATE PROGRAM  
 (See Instructions on reverse)

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**ROUTING:** Initials/ Date  
 Academic Affairs LMM 3/2/98  
 Graduate School \_\_\_\_\_  
 (if applicable) \_\_\_\_\_  
 Senate C&I \_\_\_\_\_  
 Senate \_\_\_\_\_  
 Academic Affairs \_\_\_\_\_

Department \_\_\_\_\_ Signed: \_\_\_\_\_ Date \_\_\_\_\_  
 Department Chair  
 School or College Nursing Signed: [Signature] Date 2/24/98  
 Dean

Master of Science in Nursing Degree  
 Title of Degree/Minor/Certificate Program

Are other departments likely to be affected by this change?  no  yes -- List departments and secure sign-offs

Page number(s) 429 and year 1997-98 of most recent *Bulletin* listing.

Current <i>Bulletin</i> listing:	Proposed <i>Bulletin</i> listing:	Rationale:
<p><b>Degree Requirements</b></p> <p><b>Core Courses (completed by all students)</b>            *404, Health Assessment for Advanced Nursing Practice            445, Foundations of Advanced Nursing Practice            448, Pathophysiology for Advanced Nursing Practice            450, Theoretical Foundations in Nursing            455, Quantitative Methods in Nursing Research            *472, Advanced Practice Nursing: Synthesis</p> <p><b>Emphasis Courses*</b> (Students must complete one course from each focal area.)  <b>Health Promotion Focus</b>            460A, Health Promotion and Protection in Adult Health Nursing            460C, Health Promotion in the Nursing Care of</p>	<p><b>two letters of reference, and two years clinical experience with chosen population.</b></p> <p><b>Degree Requirements</b></p> <p><b>Core Courses</b>            405, Values in Health Care Decision Making            406, Policy, Organization, and Financing of Health Care            408, Health and Society            409, Professional Role Development            410, Health Promotion Across the Life Span            411, Theoretical Foundations of Nursing Practice            412, Quantitative Methods of Nursing Research</p> <p><b>Emphasis Courses</b>            404, Health Assessment for Advanced Nursing Practice            407, Pharmacology for Advanced Nursing Practice (completed by students enrolled in clinical</p>	<p>Courses are more reflective of American Association of Colleges of Nursing's <i>Essentials of Master's Education for Advanced Practice Nursing</i>. This document is the official benchmark used to define graduate nursing curricula. New numbering system better reflects course placement of the overall graduate program.</p>

**SENATE PROPOSAL FORM FOR** (check one):  **CHANGE IN DEGREE REQUIREMENTS**  
 **CHANGE IN MINOR**  
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 Graduate School  
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 Academic Affairs      /  

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Department \_\_\_\_\_ Signed: \_\_\_\_\_ Date \_\_\_\_\_  
 Department Chair  
 School or College \_\_\_\_\_ Signed: [Signature] Date 2/24/98  
 Dean

Master of Science in Nursing Degree  
 Title of Degree/Minor/Certificate Program

Are other departments likely to be affected by this change?  no  yes -- List departments and secure sign-offs

Page number(s) 429 and year 1997-98 of most recent *Bulletin* listing.

Current <i>Bulletin</i> listing:	Proposed <i>Bulletin</i> listing:	Rationale:
<p>Children            460*, Women's Health Care 1  <b>Acute and Chronic Nursing Care Focus</b>            461A, Acute and Chronic Adult Health Nursing            461C, Acute and Chronic Child Health Nursing            461W, Women's Health Care II</p> <p><b>Functional Role Courses</b>  <b>Role Foundation</b> (Students must complete one course.)            471NA, Role of the Nurse Administrator            471NE, Role of the Nurse Educator            471NS/NP, Role of the Clinical Specialist, Nurse Practitioner</p> <p><b>Role Enactment (Practitioner functional role only)</b>            *464, Ambulatory Care Management            407, Pharmacology for Advanced Nursing</p> <p><b>Elective</b> (Completed by all students)            Students complete three hours which support the chosen functional role. Course work may be taken</p>	<p>specialization or practitioner options only)            448, Pathophysiology for Advanced Nursing Practice            461, Health Care Management Focus Course            Adult Health Management or            Child Health Management or            Family Health Management or            Women's Health Management or            463, Clinical Issues in Acute and Chronic Care Across the Lifespan</p> <p><b>Practicum:</b>            472, Synthesis Practicum (completed by students enrolled in administrator and educator functional options only)</p> <p>474, Advanced Nursing Practice internships (A, B, and C) completed by students enrolled in clinical specialization or practitioner options)</p> <p>Note: Practicum courses include a clinical fee.</p>	

**SENATE PROPOSAL FORM FOR** (check one):  CHANGE IN DEGREE REQUIREMENTS  
 CHANGE IN MINOR  
 CHANGE IN CERTIFICATE PROGRAM  
 (See Instructions on reverse)

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 Academic Affairs LMK/13/2/98  
 Graduate School \_\_\_\_\_  
 (if applicable) \_\_\_\_\_  
 Senate C&I \_\_\_\_\_  
 Senate \_\_\_\_\_  
 Academic Affairs \_\_\_\_\_

Page 5 of 5

Signed: \_\_\_\_\_  
 Department \_\_\_\_\_ Department Chair \_\_\_\_\_ Date \_\_\_\_\_  
 \_\_\_\_\_  
 Signed: [Signature] \_\_\_\_\_ Date 2/24/98  
 School or College \_\_\_\_\_ Dean \_\_\_\_\_

Master of Science in Nursing Degree  
 Title of Degree/Minor/Certificate Program

Are other departments likely to be affected by this change?  no  yes -- List departments and secure sign-offs

Page number(s) 429 and year 1997-98 of most recent *Bulletin* listing.

Current <i>Bulletin</i> listing:	Proposed <i>Bulletin</i> listing:	Rationale:
<p>within the College of Nursing or from an approved list available from the Student Services Office in the College of Nursing.</p> <p><b>Culminating Research Activity</b>            (All students complete seminar course. Students choose either project or thesis.)</p> <p>477, Thesis/Directed Research Seminar            478, Directed Research            479, Thesis</p>	<p><b>Culminating Research Activity</b></p> <p>Students may select from one of the following options:</p> <ol style="list-style-type: none"> <li>1) Six hours of approved research course work*; or</li> <li>2) Three hours approved research course work* and approved research project; or</li> <li>3) Directed research project; or</li> <li>4) Thesis</li> </ol> <p>*Courses may be taken within the College of Nursing or from an approved list available from the Student Services Office in the College of Nursing.</p>	<p>Addition of the option of additional research course work provides greater flexibility for students.</p>

**SENATE PROPOSAL FORM FOR** (check one):

- CHANGE IN DEGREE REQUIREMENTS
- CHANGE IN MINOR
- CHANGE IN CERTIFICATE PROGRAM

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ROUTING:	Initials	Date
Academic Affairs	LMM	4-9-98
Graduate School (If applicable)	JW	23x98
Senate C & I		
Senate		
Academic Affairs		

FROM: School of Business Administration  
Department

Signed: *Jane Carbell*  
Department Chair

3-20-98  
Date

FROM: School of Business Administration  
School or College

Signed: *D.R. Hargy*  
Dean

4-7-98  
Date

Title: Revision to Master of Science in Management Information Systems

Are other departments likely to be affected by this change? ( x ) no ( ) yes--list departments and secure sign-offs

Page number(s) 336-339 and year 1997-98 of most recent Bulletin listing.

**Current Bulletin listing:**

**Proposed Bulletin Listing:**

**Rationale:**

**Graduate Studies**

The School of Business Administration offers three graduate degrees: the Master of Business Administration (MBA), the Master of Science in Management Information Systems (MS in MIS), and the Master of Accounting MAcc).

no change

**Admission Requirements**

The admissions decision is based on a combination of factors. Consideration is given to a candidate's academic record, scores on the Graduate Management Admissions Test (GMAT), work and leadership experience, a personal narrative on the application form, and recommendations.

Applicants are required to take the GMAT. This aptitude test is designed to measure certain mental capabilities important in graduate business studies. The examination tests ability to read, understand, and reason logically with both verbal and quantitative material. The test is not a measure of achievement or knowledge of business administration curriculum. Applications for the examination may be made directly to the

Internet-based program is designed in a 48 credit hour lock-step format and is intended for students who are unable to attend classes on a regular basis. As such, students will only meet on campus several weekends throughout the course, with the remainder of the interaction between instructor and students taking place over the Internet. Students proceed through the program as part of a cohort group and complete the requirements for the degree in two years.

no change

The first 30 hours of the Internet-based program consist of the same core courses required in the evening program (except for the mathematics and economics requirements, which are treated as prerequisites and must be satisfied prior to starting the program). The remaining 18 hours consist of the following courses:

**Accounting 442, Accounting for Decision Makers**  
**Finance 459, Seminar in Finance**  
**Management 469, Seminar in Management**  
**Marketing 474, Seminar in Marketing**  
**MS/IS 424B, Seminar in Management Information Systems**  
**MS/IS 494B, Seminar in Logistics and Operations Management**

### **Master of Science in Management Information Systems (MS in MIS)**

The MS in MIS program is designed to provide students with a foundation in functional business areas and in managerial and analytical skill areas required in modern organizations. A specialized program in computer-based management information systems is then built on this foundation. The objective of the program is to offer students sufficient technical and managerial knowledge and skills to operate successfully in the rapidly changing careers associated with the design, development, and management of computer-based information and telecommunications systems. The program is designed for students who have bachelor's degrees from accredited institutions, but it is not restricted to any single undergraduate major.

#### **MS in MIS Program Degree Requirements**

The curriculum involves a 60-hour or two-year program including a 30-hour core curriculum that is identical to that of the MBA program. Students with the appropriate academic background may waive some or all of this core curriculum. The second 30 hours involves a specialized curriculum oriented around computer-based management information and

### **Master of Science in Management Information Systems (MS in MIS)**

The Masters of Science in MIS program is designed to provide the technical and managerial knowledge and skills to operate successfully in the rapidly changing careers associated with the design, development and management of computer-based information, telecommunications, and internet applications. The program accommodates students with undergraduate degrees specializing in MIS, business, and computer science, as well as students with undergraduate degrees outside business and MIS. The program allows specialization in telecommunications, electronic commerce, or business systems development; the program also allows students not to select a specialization option.

#### **MS in MIS Program Degree Requirements**

The program may require as few as 30 hours for students with undergraduate business degrees from AACSB accredited institutions. Because of the need to attain general business core competencies as a foundation of the MS in MIS requirements, students with no academic business background will be required to take additional credit hours as outlined below.

To make the program more flexible, to allow students to specialize in particular areas of MIS, and make the program more competitive.



telecommunications systems--their design, development, and management.

Students also are required to have successfully completed the equivalent of Econ 301, Quantitative Methods and Modeling in Economics, Business and the Social Science, by the end of their first year. While graduate credit is not given for this course, it will be included in grade point calculation.

#### Required Basic Courses

The following courses, or their equivalents, are required of all degree candidates:

BA 405, Managerial Communication  
BA 408, Economics for Managers  
BA 412, Law, Ethics, and Business  
Accounting 440, Financial and Managerial Accounting  
Finance 450, Financial Management  
Management 460, Organizational Behavior and Administrative Processes  
Marketing 470, Contemporary Marketing Concepts  
MS/IS 480, Management Information Systems  
MS/IS 481, Statistical Analysis for Management Decisions  
MS/IS 483, Production and Operations Management

#### Required Specialization Courses

The following courses are required:

MS/IS 484, Business Programming and File Systems  
MS/IS 485, Theoretical Foundations of Management Information Systems  
MS/IS 488, Information Systems Analysis  
MS/IS, 489, Database Management Systems  
MS/IS 495, Information Systems Design  
BA 490, Strategy Formulation and Implementation

At least two of the following courses are also required:

MS/IS 491, Computer Systems: Architecture and Programming  
MS/IS 492, Information Systems Management  
MS/IS 493, Simulation for Managerial Decision Making  
MS/IS 496, Telecommunications: Design and Management (or BA 305)  
MS/IS 497, Expert Systems (or BA 306)  
MS/IS 498, Fourth Generation Languages and End User Computing (or BA 307)  
MS/IS 424, Seminar in Current MIS Topics

#### General Requirements

All students must meet course requirements in ~~mathematics~~ quantitative reasoning, general business and MIS. Students must complete a minimum of 30 credit hours beyond the general business core. Of the 30 hours beyond the general business core, at least 15 credit hours in MIS must be completed at the 400 level, and at least 24 of the hours must cover topics beyond MSIS 480 and MSIS 423a. Students with a B.S.B.A. with an emphasis in MIS or a B.S. in MIS from an AACSB accredited institution may, at the student's discretion, substitute two electives for MSIS 480 and MSIS 423a. Waivers may be granted for other courses with appropriate undergraduate coursework.

#### ~~Mathematics Background Requirement~~ Quantitative Reasoning Requirement

Students are required to have completed by the end of their first semester in the program the equivalent of Economics 301, Quantitative Methods in Modeling in Economics, Business and the Social Sciences with a grade of C or better. Students are also required to complete the equivalent of MSIS 481, Statistical Analysis for Management Decisions with a grade of C or better. These courses do not count towards the graduate degree, but waivers may be granted with appropriate undergraduate coursework.

#### General Business Core

Students must have a B.S. in MIS, or a B.S.B.A. with an emphasis in MIS that requires a managerial communication course, and coursework equivalent to at least five of the following courses:

BA 412 Law, Ethics, and Business  
ACCT 440 Financial and Managerial Accounting  
FIN 450 Financial Management  
MGMT 460 Organizational Behavior and Administrative Processes  
MKTG 470 Contemporary Marketing Concepts  
MSIS 483 Production and Operations Management  
BA 490 Strategy Formulation and Implementation

Students having not met this prerequisite to the program must complete BA 405 Managerial Communication and coursework from at least five of the courses listed above.

#### Program Requirements

A. Basic MIS Courses 9 credit hours  
MSIS 480 Management Information Systems

**Electives**

Each student must take six hours in a "related discipline" from an approved list available in the Graduate Studies in Business Office. Both courses must be taken in the same related discipline area. The six hours may also be met by the completion of a thesis.

MSIS 423a Applications of Programming for Business Solutions

MSIS 485 Management Information Systems: Theory and Practice

B. MIS Specialization Courses 15 credit hours  
*see specializations following this overall description*

C. MIS Electives 6 credit hours

Students must take at least two of the following courses. A course cannot count for credit as an elective if it is used as a specialization course (see Section B).

BA 414 Introduction to Geographic Information Systems

MSIS 423b Managerial Applications of Object-Oriented Technologies

MSIS 423c Business Programming and File Systems

MSIS 423d Internet Programming for Business

MSIS 424a Seminar in Current Management Information Systems Topics

MSIS 424c Business Process Design

MSIS 424d Management of Transnational Information Systems

MSIS 425 Advanced MIS Applications

MSIS 426 Management of Client/Server Computing

MSIS 488 Information Systems Analysis

MSIS 489 Database Management Systems

MSIS 491 Electronic Commerce

MSIS 492 Information Systems Strategy

MSIS 493 Simulation for Managerial Decision Making

MSIS 495 Information Systems Design

MSIS 496 Telecommunications: Design and Management

MSIS 497 Decision Support Systems

MSIS 498 Fourth Generation Languages and End User Computing

MSIS 499 Management Information Systems Thesis Research

CSc 377 Operating Systems for Telecommunications

CSc 427 Systems Administration

### **MIS Specialization Options**

*(these are the course requirements for Category B identified previously)*

#### **1. Business Systems Development**

The following four courses are required:

MSIS 488 Information Systems Analysis

MSIS 489 Database Management Systems

MSIS 495 Information Systems Design

MSIS 496 Telecommunications: Design and Management

Also required is one additional MIS course not being used for credit in Section C.

Students having earned a B.S.B.A. with an emphasis in MIS or a B.S. in MIS from a AACSB accredited university may be granted waivers for MSIS 488 and MSIS 489 with appropriate course work. However, they *must* take MSIS 495 and additional electives of their choice to complete this option.

#### **2. Telecommunications**

The following five courses are required:

MSIS 496 Telecommunications: Design and Management

MSIS 423b Managerial Applications of Object-Oriented Technologies

MSIS 426 Management of Client/Server Computing

CSc 377 Operating Systems for Telecommunications

CSc 427 Systems Administration

#### **3. Electronic Commerce**

The following five courses are required:

MSIS 491 Electronic Commerce

MSIS 423d Internet Programming for Business

MSIS 426 Management of Client/Server Computing

MSIS 489 Database Management Systems

MSIS 496 Telecommunications: Design and Management

#### **4. General MIS (no track)**

Any five courses from the list under Category C (not being used for credit in Category C) are required.

### **Master of Accounting Program (MAcc)**

The MAcc program is intended for students preparing to enter the accounting profession or furthering existing accounting careers. Designed to accommodate both students with undergraduate accounting majors and students with other

no change

SENATE PROPOSAL FORM FOR (check one):  
 CHANGE IN DEGREE REQUIREMENTS  
 CHANGE IN MINOR  
 CHANGE IN CERTIFICATE PROGRAM  
 (See Instructions on Reverse)

*MFA*

(Do Not Write in This Space)  
 initials/date

ROUTING:  
 Academic Affairs Lmm / 10/29/98  
 Graduate School \_\_\_\_\_  
 (if applicable) \_\_\_\_\_  
 Senate C&I \_\_\_\_\_  
 Senate \_\_\_\_\_  
 Academic Affairs \_\_\_\_\_

Page 1 of 2

Psychology  
 Department

Signed: *Jay K. Bunge* 3/31/98  
 Department Chair Date

Arts and Sciences  
 School or College

Signed: *Martin Sage* \_\_\_\_\_  
 Dean Date

Bachelor of Arts in Psychology  
 Title of Degree/Minor/Certificate Program

Are other departments likely to be affected by this change?  no  yes--list departments and secure sign-offs

Page number(s) 280 and year 1997-98 of most recent Bulletin listing.

Current <u>Bulletin</u> listing:	Proposed <u>Bulletin</u> listing:	Rationale:
<p>Note Students must take Mathematics 30, College Algebra, or its equivalent, before taking Psychology 201, Psychological Statistics. Psychology 201 is a prerequisite for Psychology 219.</p>	<p>Degree Requirements            Bachelor of Arts in Psychology            At least 32, but no more than 45, hours must be completed in courses taught by or cross-listed with the psychology department. Candidates must have a cumulative grade point average of 2.0 or better in the major. Psychology courses taken on a satisfactory/unsatisfactory basis may not be applied to the major. The following course curriculum is required:            Psych 3, General Psychology            Psych 201, Psychological Statistics            Psych 219, Research Methods</p> <p>Note Students must fulfill the University's mathematical skills requirement before taking Psychology 201, Psychological Statistics. Psychology 201 is a prerequisite for Psychology 219.</p>	<p>To make <u>Bulletin</u> copy consistent with changed prerequisites for Psychology 201.</p> <p style="text-align: right;">SEN: 7/80</p>

In addition to the core curriculum, at least 22 additional credit hours in psychology must be taken. At least three of these courses totaling a minimum of nine hours must be at the 300 level. Multiple enrollments in Psychology 390, Directed Studies, count as no more than one 300-level course. No more than six hours of independent study courses (Psychology 295, Selected Projects in Field Placement, and Psychology 390, Directed Studies) may be counted toward the 32-hour minimum needed for graduation.

Majors must meet the University general education requirements and the requirements of the School or College from which they expect to receive their degree. After fulfilling general education and specific major degree requirements, students are to take the remaining hours required to complete the B.A. in Psychology from courses which the appropriate department has evaluated as being of university-level quality from one or more of the following areas or their university-quality equivalents at other institutions: anthropology/archaeology, art (appreciation, history, studio), biology, chemistry, communication, criminology and criminal justice, economics, English, foreign languages/literatures, history, mathematics/computer science, music (appreciation, history, performance), philosophy, physics, political science, social work, sociology, business, education, engineering, astronomy, geology and interdisciplinary.



## University Senate

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(Minutes to be considered for approval at the Senate meeting on February 16, 1999, 3:00 p.m.)

**SENATE MINUTES  
UM-ST. LOUIS  
January 19, 1999  
3:00 p.m. 126 J. C. Penney**

Dr. Jeanne Morgan Zarucchi, Senate Chairperson, called the meeting to order at 3:01 p.m. Minutes from the previous meeting (held January 19, 1999) were approved as submitted.

Report from the Senate Chair -- Jeanne Morgan Zarucchi

Dr. Zarucchi announced that the Grade Appeal Revision, which the Senate voted to approve in September 1998, has now been implemented (Agenda attachment #1). Dr. Zarucchi invited Vice Chancellor Nelson to address any questions or comments from the floor. Dr. Williamson asked if the statement, "The establishment of criteria for grades is the responsibility of the instructor" is still a part of the document. Vice Chancellor Nelson answered that it is not a part of the document but it is still true. Vice Chancellor Nelson explained that the document is implemented by administrative action from the authority of the Chancellor, delegated by the President under the authority of the Board of Curators, and it is almost verbatim with the Senate document. Dr. Williamson said that whether the instructor has the right to establish criteria is a crucial issue. Vice Chancellor Nelson said that the instructor does have the right, and the document is not about how grades are given but how grades are appealed. Dr. Ronen expressed concern that a student could bypass the administrative officer and go directly to the step of review by a faculty committee. Dr. Nelson disagreed with this interpretation of the language. Dr. Andalaft said that he thought the document approved by the senate on September 8 was what would go into the catalog. He asked Dr. Nelson which version was now official and Dr. Nelson confirmed that it was the current version [dated January 12, 1999].

Dr. Zarucchi said that according to the Rules and Regulations, faculty and appropriate administrative officers, in consultation with one another, set educational policy. That consultative process is what has been carried out over the last few months incorporating the University General Counsel. This explains why the language is, in some cases, modified from what was voted on by the Senate. The Senate did not have the authority to implement immediately the document voted on September 8th.

Report from the Chancellor -- Chancellor Touhill  
(See Attached)

Dr. Connett asked if there would be any impact on campus during the papal visit. Chancellor Touhill said the campus would remain open. Mr. Roeseler said that Highway 70 would be very difficult at times during the papal visit and recommended that alternate routes be taken and to allow extra travel time. Metrolink will be open 24 hours a day during the visit. Problems may arise with Metrolink parking lots being full. The parking on campus will be closely monitored to make sure that Metrolink riders will park only on the designated Lot F. Mr. Roeseler said that there would be major

shutdowns on Highway 70 while the Pope, Vice President and possibly the President's motorcade are en route. Highway 70 may be shut down from the airport through downtown for up to 20 minutes.

Dr. Martinich asked if there are any plans to have West Drive open before the papal visit, offering an alternate route to Natural Bridge. Mr. Roeseler said that he did not see this happening because of construction delays due to recent weather conditions.

Report from Intercampus Faculty Council -- Jeanne Morgan Zarucchi

Dr. Zarucchi gave the IFC report for Silvia Madeo, who was in attendance at a major meeting in the School of Business. Dr. Zarucchi offered a friendly reminder for Deans to try not to schedule major meetings that overlap with Senate meetings.

*(See Attached)*

Dr. Connett asked Dr. Zarucchi if she had raised the issue of the tenure resolution at the IFC meeting. Dr. Zarucchi said the three IFC Representatives, herself, Paul Roth and Silvia Madeo, agreed that when the Senate had language to propose or a modification to discuss it would then be brought to the IFC. The IFC Representatives are not comfortable simply criticizing what is in place without having an actual modification to discuss.

Report from Executive Committee -- Jeanne Morgan Zarucchi

*Executive Session: Honorary Degrees*

Report from Budget and Planning -- Chancellor Touhill

*(See Attached)*

Dr. Judd asked if the Strategic Plan is on the web. Dr. Nelson said that a draft of the first two sections of the Campus Plan is on the web and that the 3rd, 4th, 5th and 6th sections are being worked on. Chancellor Touhill said that the System Plan is not yet on the Net, and she believes that the assumption of Dr. Pacheco is that when the complete draft is ready, he will put it on the Net as well as having specific meetings on campuses and with the IFC. Chancellor Touhill said that she would send notification to announce when documents are complete and posted. Dr. Nelson said that another important document posted on the web is the UM-St. Louis Self Study. It is on the UMSL Home Page of the Web at [www.umsl.edu](http://www.umsl.edu).

Report from Bylaws and Rules -- William Long

Dr. Zarucchi said that the Bylaw Amendment (Agenda attachment #2) was being presented as an action item. She made a general suggestion that the Senate plan to pursue the debate for approximately 15 minutes and then decide whether members wanted to vote today or defer further discussion for a future meeting.

*(See Attached)*

Dr. Long explained that last spring an ad hoc committee of the Senate on the Status of Academic Non-Regulars, chaired by Dr. Deborah Larson, made recommendations that were received by the Bylaws and Rules Committee. The ad hoc committee recommended that the definition of faculty in the UM-St. Louis Bylaws be extended to include all those with a full time non-regular academic appointment who have at least 50% teaching responsibility per year.

Dr. Long explained that the Board of Curators has defined "faculty" as academic regulars and the Senate cannot interfere and redefine "faculty". The Bylaws and Rules committee attempted to put the recommendation into language that would produce this effect in the Bylaws. Dr. Long said the amendment had not been voted on within the Bylaws and Rules Committee, and there was no recommendation from the committee. The committee served a technical function of drafting the

language. Dr. Long said the amendment would come before the Senate if someone chooses to move and second it, otherwise there will be no discussion.

Dean Durand asked for clarification of the committee's intent regarding the definition of non-regular full time faculty. Dr. Long replied that the definition was based on the full time faculty who teach at least 1/2 time. Dr. Larson agreed with that definition. Dr. Balbes remarked that the title of Specialist was not included in the motion. Dr. Larson made a motion in favor of the resolution as presented by the Bylaws and Rules Committee, and the motion was seconded by Dr. Long. Dr. Balbes then proposed an amendment to include the title of Specialist. Dr. Martinich asked why it was necessary to include a list of titles, and Dr. Long clarified that the University has many additional position descriptions, including graduate assistants, which the committee decided not to include. Dr. Larson added that the ad hoc committee's intent was to include the specific titles. The amendment was passed.

Dr. Resick asked why research professors were excluded. Dean Wartzok proposed another amendment to add "or research" to the 50% responsibilities, and to add "research professor" to the list of titles. Dean Wartzok said that this would recognize the fact that research professors make a significant contribution to the campus. Dr. Martinich expressed the concern that this change would add too many people to the list of eligible senate members, and that regular faculty might be less than 1/2 of the overall number. He mentioned the possibility that research associates might be included. Dr. Larson acknowledged Dr. Martinich's concern, and said that the ad hoc committee had considered that point in recommending the original language. Dr. Larson said however, that the most important was to allow teaching faculty who are non-regular to be a part of the campus. She expressed her concern that the motion would not be brought to a vote because of disagreements over the language. Dr. Long verified that if the motion were passed, it could later be amended by a majority vote.

Dr. Burkholder stressed the importance of curricular issues in normal senate business, and spoke in favor of affirming the rights of individuals who do a significant amount of teaching to have a stake in deciding the curriculum. He spoke against including more categories of people who do research, not teaching. Dean Wartzok then responded to Dr. Martinich by saying that research associates were not included under the title of research professor and that there were relatively few people in the category of research professor. Dr. Martinich questioned the role of clinical faculty, and Dr. McSweeney replied that the title corresponded to many full time teaching faculty in the School of Nursing. Dr. Resick confirmed that faculty in her unit with the title of clinical professor or research professor see themselves as full members of the department. The amendment was passed.

Dr. Burkholder called the question and it was seconded. Dr. Ronen then called a quorum. After a count was taken, Dr. Zarucchi ruled that a quorum of members was present. The vote to call the question was passed by a two-thirds majority. Dr. Ronen requested a secret ballot on the motion. Dr. Zarucchi consulted the parliamentarian, Dr. Long, who confirmed that the assembly should vote on whether or not to have a ballot. Dr. Martinich expressed his objection to a vote, and stated that he did not remember a request for a secret ballot ever being denied in 19 years. The vote was taken to approve a ballot, and the motion failed. A voice vote was taken on the motion to amend the bylaws, and the motion passed.

Report from Committee on Committees -- David Ronen

The following replacement was elected by acclamation:

Budget and Planning - James Breaugh, Business Administration



Report from Computing -- Susan Sanchez

Dr. Sanchez announced the deadline for applications for the Winter 1999 Faculty Desktop Enhancement Initiative. The deadline is Monday, February 15 at 5:00 p.m. Details can be found on the SCC's web page at <http://www.ums1.edu/~scc/>.

The SCC received five applications for the Instructional Computing Enrichment Initiative and invited representatives to meet with the committee members. Recommendations should be made by the first week in February.

Report from Curriculum and Instruction -- Terry Jones

The Curriculum and Instruction Committee recommended approval by the Senate for the Academic Calendar 2000-2001. Dr. Smith asked if the Calendar complemented the schedules at other UM campuses, because we are increasing the use of interactive technology. Dr. Jones answered that it is the committee's understanding that it does correspond. Dr. Zarucchi said the Coordinated Academic Calendar guidelines (Agenda attachment #3) have been established by Dr. Lehmkuhle's office for courses that involve multiple campuses, this will include video network and any other such courses. Dr. Zarucchi said that other campuses might have independent schedules, such as St. Patrick's Day at Rolla and Columbia's weeklong vacation at Thanksgiving. A voice vote was taken and unanimously passed.

*(See Attached)*

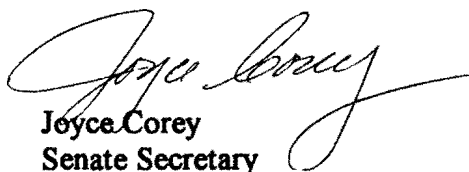
All action items (agenda attachment #4-Course Proposals) were approved. Dr. Ronen asked for a clarification in Section III (Agenda attachment #4), referring to Mathematics 321 and Probability & Statistics 321. Dr. Ronen asked if these are the same course or two different courses. Dr. Balbes said that they are the same course. Dr. Connett said that the course might be taken as Mathematics course or a Probability & Statistics course.

Report from Student Publications -- Van Reidhead (Postponed until February 16)

Dr. Zarucchi announced that Dr. Reidhead was unable to be present, but sent a message that the financial report on the Current is positive and he will give a more specific report at next month's meeting.

Completing the business at hand, the Senate adjourned at 4:10 p.m.

Respectfully submitted,

  
Joyce Corey  
Senate Secretary

Attachments:

- 1) Report from the Chancellor
- 2) Report from IFC
- 3) Report from Budget and Planning Committee
- 4) Approved UM-St. Louis Bylaw Amendment-Voting Status of Non-Regulars  
(Pending Approval by Faculty Vote and the Board of Curators)
- 5) Approved UM-St. Louis Academic Calendar for 2000-2001  
(Pending Approval by the Board of Curators)

University Senate  
January 19, 1999

Remarks by  
Blanche Touhill

Dr. Jack Bennett assumed the deanship of the School of Optometry January 1st. Dr. Nelson and I look forward to working with Dr. Bennett in enhancing the optometry program, its clinical outreach activities, and its research activities. Dr. Bennett comes to us from Indiana University where he was Dean of Optometry.

I am also pleased to announce that Dr. David Young has accepted the position of Dean of Arts and Sciences. Dr. Young has served as Dean of Arts and Sciences at the University of Oklahoma and more recently as Provost at Colorado State University. Dr. Young is a biologist by training and will be joining us July 1, 1999. I am extremely pleased that Dr. Young has accepted this position, and we would both like to publicly thank the search committee for its months of dedicated work, and to give special thanks to Doug Wartzok, who chaired the committee.

The North Central Accreditation team will be visiting the campus February 7th through February 10th. I again remind all senior administrators that they are expected to be on campus and available to talk with members of the team Monday, Tuesday, and Wednesday morning.

I have established an advisory task force to review, and recommend changes to, our general education requirements. Any recommendations it may make will be reviewed and approved by appropriate Senate committees and the entire Senate before going into effect. Committee membership will be finalized by week's end.

While just preliminary at this point, I want to share some interesting information emerging from our winter 1999 enrollment report.

1. Overall headcount is down slightly from last year. Although undergraduate enrollment is up, graduate enrollment is down about 10 percent.
2. Overall student credit hours are running about even with last year with credit hour production to dedicated programs down and credit hour production in programs affecting the campuswide budget up about 2 percent as of Friday. Dedicated programs include the optometry school, engineering program, the Studio Art program and the four-year bachelor's degree program in the Barnes College of Nursing.

The Registrar's Office is working on the Summer Schedule of Courses. It should be available the first week in February. All departments have been sent the Deans' Approval Form in preparation for the Fall 1999 Schedule of Courses. These forms must be returned to the Registrar's Office by Friday, January 22.

University Senate  
January 19, 1999

Remarks by  
Blanche Touhill

Page 2

The Division of Student Affairs administered the Noel-Levitz Satisfaction Survey to about 2,500 students during the first week of winter classes. The preliminary results should be available by mid-February. I want to thank all the faculty who assisted with the project. This information will be a valuable tool in the enrollment management process.

The Office of Student Activities has scheduled a visit to campus by Nobel Peace Prize-winner Lech Walesa. The former president of Poland will be here February 18. Further details will be distributed in advance of the event.

Our increased efforts in external relations continue to help campus programs and students through private contributions.

For the first six months of this fiscal, overall giving to the university is up 32 percent.

Of particular note is the increase in alumni giving, which is up 44 percent. I want to thank those faculty members who participated in our phonathons and other activities to reach alumni. Your efforts are reflected in this increase.

**University Senate Meeting  
January 19, 1999**

**IFC Report By  
Jeanne Morgan Zarucchi**

At its meeting on December 15, 1998, the IFC approved a resolution supporting a proposed change in the retirement plan that would allow credit for three months summer pay (rather than the current two month maximum) for faculty supported by research grants for three months. This is now under discussion by President Pacheco and his staff.

Following a lengthy discussion of assessment as currently practiced within the UM system, the IFC decided to invite Robert Stein of the Coordinating Board of Higher Education to discuss the topic with the group at its January meeting. A number of IFC members expressed concern that the testing now being done has no impact on curriculum and is simply being done to satisfy a state requirement.

At the meeting on January 15, 1999, Dr. Robert Stein of CBHE gave a description of the Funding for Results program, which pays each campus a per capita bonus for each student who takes an assessment exam. The fee is \$100 per student for taking a general education test, regardless of the student's performance. In addition, the campus receives \$500 for each student who takes a nationally recognized discipline based exam and scores above the 50th percentile. Dr. Stein maintained that it would be politically unwise for any university not to participate in this program, because of the risk that the legislature might mandate a form of assessment over which we would have less control.

President Pacheco, at the December meeting, agreed to share the proposed grievance procedure changes with the system general counsel and the four campus chancellors.

At the request of Vice President Steve Lehmkuhle on January 15th, the IFC appointed a subcommittee to discuss the revised Faculty Grievance Procedures with the university council and the general officers. These discussions are expected to resolve any differences so that the procedures can be submitted to the Board of Curators at their meeting in May.

President Pacheco indicated that the budget for the next fiscal year is expected to be "tight" because of slower growth in personal income combined with the impact of the Hancock Amendment. He believes funds for mission enhancements may be safe.

## Report of the Senate Budget and Planning Committee

January 19, 1999

Since the previous Senate meeting, the Budget and Planning Committee has had two meetings, December 11 and 18. At the December 11<sup>th</sup> meeting, the Mission Enhancement documents of the campus and system were discussed. After the UM System gives us a financial commitment of Mission Enhancement dollars for Fiscal Year 2000, I will consult with the members of the Committee and the Academic Officers prior to making the final allocations. I also reported at the December 11<sup>th</sup> meeting the activities of the Strategic Planning Steering Committee. It is anticipated that later this semester the draft of Strategic Plan for the University of Missouri will be available for comment by all members of the University community.

Also at the December 11<sup>th</sup> meeting, a position paper was presented by Dr. Jeanne Zarucchi on Strategic Planning and the Proposed Performing Arts Center. Dr. Tim McBride presented a position paper on the Budget Process at UM-St. Louis. Both of these documents will be discussed by the committee during the winter semester.

The December 18<sup>th</sup> meeting was devoted to an open discussion of topics to be considered by the committee during the winter semester. These topics include:

Budget Process and timelines	Evening College
Workload Policy and Implementation	Student Center
System Plan/Campus Plan	Enrollment Management
New Programs	Endowed Professors
Old Programs	Engineering Program
Faculty Salaries	Residence Centers
Faculty Support	Performing Arts
E&E	Centers
New Buildings	Infrastructure
Renovation and Repair	Image of UM-St. Louis
(includes budget process and classroom use study)	

In order to use the time of the Committee in a productive manner, it is my goal to schedule a series of meetings in order to devote a significant amount of time to have an in-depth discussion of 2-3 of these items at each meeting. After considering the availability of the members of the committee, I tentatively plan to hold meetings on the following dates/times:

Friday, February 5	2:30 pm - 4:30 pm	222 JCP
Thursday, February 18	Noon - 2:00 pm	229 JCP
Thursday, March 4	Noon - 2:00 pm	126 JCP
Friday, March 19	Noon - 2:00 pm	McDonnell Conf. Rm, 331 SSB
Friday, April 2	Noon - 2:00 pm	126 JCP
Friday, April 16	Noon - 2:00 pm	McDonnell Conf. Rm, 331 SSB
Friday, April 30	Noon - 2:00 pm	McDonnell Conf. Rm, 331 SSB

This concludes my report for the Senate Budget and Planning Committee.

**Approved by the Senate 1-19-99  
Pending Approval By Faculty Vote and Board of Curators**

**UM-ST. LOUIS  
BYLAW AMENDMENT**

**Voting Status of Non-Regulars**

**Current Version:**

300.040 C.1. Membership -- The voting members of the Senate shall consist of the President; the Chancellor; the Vice Chancellor for Academic Affairs; the Vice Chancellor for Managerial and Technological Services; the Vice Chancellor for Administrative Services; the Vice Chancellor for University Relations; the Vice Chancellor for Student Affairs; deans or equivalent of schools, colleges, and such parallel units as may be created from time to time; the Dean of Continuing Education-Extension; the Director of Libraries; the President Officer of the Faculty Council; the President of the Student Body, seventy-five members elected by the Faculty, twenty-five members elected by the Student Body (not to exceed twenty-five). Non-voting members shall include administrative staff designated by the Chancellor, the President of the Staff Association, and members designated by any academic department not otherwise represented by an elected faculty senator.

**Proposed Addition to 300.040 C.1.**

For the purposes of Senate membership, the word "faculty" includes all those with a full-time non-regular academic appointment who have at least 50% teaching or research responsibilities per year and one of the following terms in their title: adjunct professor, visiting professor, clinical professor, research professor (professor to include assistant and associate ranks), lecturer, instructor or specialist. Faculty so defined will have all the privileges of Senate participation including the right to vote on Senate membership, to be nominated for Senate membership, and to serve in the Senate and on Senate committees. Faculty so defined will be counted in apportioning Senate representation.

---

**Current Version:**

300.040 C.1.b. Each year during the winter semester each school, college, and any other parallel unit which may be created from time to time shall have allocated to it a number of faculty senators proportionate to the number of its voting faculty members as defined in Section 300.040 A.1 of these Bylaws.

**Proposed Change to 300.040 C.1.b.**

Each year during the winter semester each school, college, and any other parallel unit which may be created from time to time shall have allocated to it a number of faculty senators proportionate to the number of its eligible faculty members as defined in Section 300.040 C.1 of these Bylaws.

**Rationale:**

This change will grant Senate voting membership rights to full-time non-regular faculty.

**Approved by the Senate on 1-19-99**

**UNIVERSITY OF MISSOURI-ST. LOUIS**

**ACADEMIC CALENDAR FOR 2000-2001**

**2000**

August 21  
September 2  
September 5  
November 21  
November 27  
December 6  
December 7, 8  
December 11  
December 19

**FIRST SEMESTER**

Monday, classes begin 8 a.m.  
Saturday, Labor Day holiday begins 3 p.m.  
Tuesday, classes resume 8 a.m.  
Tuesday, Thanksgiving holiday begins 11 p.m.  
Monday, classes resume 8 a.m.  
Wednesday, classes end 11 p.m.  
Thursday/Friday, Intensive study days\*  
Monday, final examinations begin  
Tuesday, first semester closes end of day

**2001**

January 7

Sunday, mid-year commencement

January 8  
January 15  
March 24  
April 2  
April 30  
May 1, 2  
May 3  
May 10  
May 12

**SECOND SEMESTER**

Monday, classes begin 8 a.m.  
Monday, Dr. Martin Luther King holiday  
Saturday, spring recess begins 3 p.m.  
Monday, classes resume 8 a.m.  
Monday, classes end 11 p.m.  
Tuesday/Wednesday, intensive study days\*  
Thursday, final examinations begin  
Thursday, second semester closes end of day  
Saturday, annual commencement

\*Intensive study days -- no classes held, no exams scheduled

**SUMMER SESSION**

May Intersession (4 weeks)

May 14  
May 28  
June 8

Monday, classes begin 8 a.m.  
Monday, Memorial Day holiday  
Friday, session closes end of day

Eight-Week Session

June 11  
July 4  
August 1, 2  
August 2  
August 5

Monday, classes begin 8 a.m.  
Wednesday, Independence Day Holiday  
Wednesday/Thursday, final examinations  
Thursday, session closes end of day  
Sunday, summer commencement

University Senate  
January 19, 1999

Remarks by  
Blanche Touhill

Touhill version

Dr. Jack Bennett assumed the deanship of the School of Optometry January 1st. Jack Nelson and I look forward to working with Dr. Bennett in enhancing the optometry program, its clinical outreach activities, and its research activities. Dr. Bennett comes to us from Indiana University where he was Dean of Optometry.

I am also pleased to announce that Dr. David Young has accepted the position of Dean of Arts and Sciences. Dr. Young has served as Dean of Arts and Sciences at the University of Oklahoma and more recently as Provost at Colorado State University. Dr. Young is a biologist by training and will be joining us July 1, 1999. Both Dr. Nelson and I are extremely pleased that Dr. Young has accepted this position, and we would both like to publicly thank the search committee for its months of dedicated work, and to give special thanks to Doug Wartzok, who chaired the committee.



The North Central Accreditation team will be visiting the campus February 7th through February 10th. I again remind all senior administrators that they are expected to be on campus and available to talk with members of the team Monday, Tuesday, and Wednesday morning.

Vice Chancellor Nelson has established a task force to review, and recommend changes to, our general education requirements. The task force is advisory to Dr. Nelson. Any recommendations it may make will be reviewed and approved by appropriate Senate committees and the entire Senate before going into effect. Committee membership will be finalized by week's end.

While just preliminary at this point, I want to share some interesting information emerging from our winter 1999 enrollment report.

1. Overall headcount is down slightly from last year. Although undergraduate enrollment is up, graduate enrollment is down about 10 percent.

2. Overall student credit hours are running about even with last year ...with credit hour production to dedicated programs down and credit hour production in programs affecting the campuswide budget up about 2 percent as of Friday. Dedicated programs include the optometry school, engineering program, the Studio Art program and the four-year bachelor's degree program in the Barnes College of Nursing.

The Registrar's Office is working on the Summer Schedule of Courses. It should be available the first week in February. All departments have been sent the Deans' Approval Form in preparation for the Fall 1999 Schedule of Courses. These forms must be returned to the Registrar's Office by Friday, January 22.

The Division of Student Affairs administered the Noel-Levitz Satisfaction Survey to about 2,500 students during the first week of winter classes. The preliminary results should be available by mid-February. I want to thank all the faculty who assisted with the

project. This information will be a valuable tool in the enrollment management process.

The Office of Student Activities has scheduled a visit to campus by Nobel Peace Prize-winner Lech Walesa. The former president of Poland will be here February 18. Further details will be distributed in advance of the event.

Our increased efforts in external relations continue to help campus programs and students through private contributions.

For the first six months of this fiscal, overall giving to the university is up 32 percent ~~with more than \$4.8 million already placed in campus accounts.~~

Of particular note is the increase in alumni giving, which is up 44 percent. I want to thank those faculty members who participated in our phonathons and other activities to reach alumni. Your efforts are reflected in this increase.



UNIVERSITY SENATE  
UM-St. Louis  
Agenda

University Senate  
8001 Natural Bridge Road  
St. Louis, Missouri 63121-4499  
Telephone: 314-516-6769  
Fax: 314-516-6769  
E-mail: senate@umsl.edu

The Senate will meet at 3:00 p.m. on Tuesday, February 16, 1999 in 126 J.C. Penney.

- I. Approval of Minutes from Previous Meeting
- II. Report from the Senate Chair -- Jeanne Morgan Zarucchi  
*Missouri Association of Faculty Senates*  
*Student Election Subcommittee*
- III. Report from the Chancellor -- Chancellor Touhill
- IV. Report from the Faculty Council Presiding Officer -- Dennis Judd  
*Continuing Problems with Mail Service*  
*Backstop Agreement Regarding Performing Arts Center*  
*Budget Reallocations*
- V. Reports from Standing Committees:
  - A. Committee on Committees -- Gail Ratcliff  
*Ballot for Committee Replacement (Action Item)*
  - B. Appointments, Tenure, and Promotion -- R. Rocco Cottone  
*Resolution (Action Item-See Attached)*
  - C. Assessment of Educational Outcomes -- Helene Sherman  
*Assessment Responsibilities*
  - D. Budget and Planning -- Chancellor Touhill
  - E. Curriculum and Instruction -- David Ganz  
*Course Proposals (Action Items-See Attached)*
  - F. Faculty Teaching and Service Awards -- Carol Kohfeld  
*Nominations for System Awards*
  - G. Research -- Fred Willman  
*Small Grant Awards*
  - H. Student Publications -- Van Reidhead  
*Current Financial Report*  
*Managing Editor Recruitment*
  - I. University Relations -- Terry Jones  
*Draft Marketing Plan*
- VI. Other Business

Attachments:

- 1) ATP Resolution
- 2) Course Proposals

2-8-99

Notes and a Resolution

From the UM-St. Louis University Senate Appointments, Tenure and Promotion Committee.

Submitted by R. Rocco Cottone, Committee Chair

What is known about Executive Order 6A

1. As communicated by Steve Lehmkuhle, current standard procedure, prior to implementation of executive orders, is to circulate them to the campuses and the IFC for comment. Apparently, President Russell simply consulted his staff and the Chancellors prior to implementation, which is what probably occurred with Executive Order 6A.
2. The June 9, 1992 version of Executive Order 6A did get reviewed on this campus by at least one Dean. Terry Jones, on June 26, 1992, wrote a critical response to a provision in the Executive Order (which required administrative justification for the position at the time of the tenure decision). Shirley Martin forwarded Dr. Jones' response to MaryEllen McSweeney, who was involved in revising the School of Nursing standards, so it is assumed that Dr. Martin also saw a copy of the June version of 6A. Dr. McSweeney has copies of a revised version of 6A, dated September, 1992.
3. Executive Order 6A was also referenced in an article in *Spectrum*, dated February, 1993.
4. Apparently two provisions of an earlier version of Executive Order 6A have been removed: (a) the administrative justification of need provision; and (b) a provision requiring a University-wide committee to review dossiers from all four campuses.
5. Contiguous to the presentation of Executive Order 6A, there was a proposal by Curator Cozad which would have revised academic tenure guidelines, providing new grounds for dismissal of faculty. There was a detailed response from Ed Hunvald (dated Oct. 20, 1992) of the IFC related to the Cozad proposal, with specific concerns raised about provisions for dismissal of tenured faculty.

Hypothesis: Attention to the provisions of 6A (those crucial to the revised procedure on this campus this year) must have been diverted by the Cozad proposal and other stipulations in 6A, including the justification of need standard and the University-wide committee requirement.

---

PROPOSED RESOLUTION of the Senate of the University of Missouri-St. Louis:

WHEREAS the University of Missouri system "Regulations Governing Application of Tenure" (section 310.020) clearly state that Board of Curators "recognizes that matters related to faculty status are primarily a faculty responsibility";

WHEREAS the University of Missouri system Executive Order (number 6A) on "Policy and Procedures for Promotion and Tenure" (section 320.035) was implemented without the counsel, advice, or approval of the faculty of the University of Missouri-St. Louis (through its representative bodies);

WHEREAS regulations, policies, and procedures related to appointments, tenure, and promotion have major implications for the future of the University;

BE IT RESOLVED THAT the Senate asks the University of Missouri Intercampus Faculty Council to request that the University of Missouri system administration will fully consult with the faculty and seek the approval of the faculty of the University of Missouri (through its representative bodies) regarding any proposed changes of regulations, policy, or procedures pertaining to appointments, tenure, and/or promotion of faculty members.

Approved by the Senate of the University of Missouri-St. Louis on xx-xx-99.

**REPORT FROM THE COMMITTEE ON CURRICULUM AND INSTRUCTION**  
**February 16, 1999**

I. The Committee recommends Senate approval for the following proposals:

A. Change in Degree Requirements

1. Bachelor of Science in Chemistry
2. Certification in Secondary Social Studies
3. General Education/Bachelor of Arts in English
4. Social Work-General Information-Undergraduate Studies-Bachelor of S.W.

B. Change in Certificate Program

1. Bachelor of Arts in Chemistry with Biochemistry Certificate
2. Biochemistry Certificate
3. Certificate in Writing Program
4. Trauma Studies Certificate
5. Undergraduate Certificate in Biotechnology

II. Housekeeping:

Change in Degree Requirements

1. Bachelor of Arts in Biology
2. Bachelor of Science in Biology
3. Bachelor of Science in Civil, Mechanical, and Electrical Engineering
4. Communication -- Degree Requirements

III. The Committee wishes to inform the Senate of the following course actions that were effected by the Committee:

<b>Curricular Designation/Number</b>	<b>Add/Drop/Change</b>	<b>Course Title</b>	<b>Credit Hours</b>
Biology 327 (formerly 228)	Change in number, prerequisite, description	Introduction to Biotechnology	4
Biology 328	Change in prerequisite	Techniques in Molecular Biology	4
Biology 428	Change in prerequisite	Advanced Techniques in Molecular Biology	4
Biology 490	Change in description	Graduate Research in Biology	1-10
Chemistry 1	Change in description	General Chemistry	3
Chemistry 10	Change in title, description	Chemistry in the Environment and Everyday Living (formerly Chemistry and Society)	3
Chemistry 2	Change in description	General Organic Chemistry	3
Chemistry 377	Add	Physical Biochemistry	3
Chemistry 479	Add	Special Topics in Biochemistry	1-3

REPORT FROM THE COMMITTEE ON CURRICULUM AND INSTRUCTION

February 16, 1999

Page 2

Chemistry 5	Add	Chemistry for the Health Professions	4
Chemistry 6	Add	Organic and Biochemistry for the Health Professions	2
Communication 113	Add	Basic Television Studio Production	3
Communication 210	Change in prerequisite, description	Television Production I	3
Communication 260	Drop	Advanced Oral Interpretation	3
Communication 273	Drop	Basic Film Production	3
Communication 313	Add	Advanced Video Editing	3
Communication 360	Add	Health Communication	3
Computer Science 201	Add	An Introduction to Java and Internet Programming	3
Economics 365	Change in prerequisite	Introduction to Econometrics	3
English 303	Change in prerequisite	Advanced Poetry Writing	3
English 304	Change in prerequisite	Advanced Fiction Writing	3
English 309	Change in prerequisite	History of the English Language	3
English 313	Change in description	Advanced Business and Technical Writing	3
English 320	Change in description	Independent Writing Project	3
English 387	Add	The Two Cultures: Literature and Science	3
English 388	Add	Narrative, Cognition, and Emotion	3
FLL 111	Add	Love in the Western World	3
FLL 464	Add	Issues in Foreign Language Methodology	3
History 150	Add	The People's Century, Part I	3
History 208	Add	The History of St. Louis	3
History 350	Add	The People's Century, Part I	3
History 403	Add	Mercantile Library Seminar and Readings in American History	3-5
History 452	Add	Doctoral Proseminar in African-American History	3
History 453	Add	Doctoral Research Seminar in African-American History	3
Interdisciplinary 310	Drop	Child Abuse and Neglect: An Interdisciplinary	3
Interdisciplinary 350	Change in prerequisite, description	Topics in Women's and Gender Studies	3
Interdisciplinary 351	Change in prerequisite	Theories of Feminism	3
JME 040	Add	The Engineering Design Process	2
Mathematics 405	Add	Computational Curves and Surfaces	3
Optometry 580	Change in description	Supplementary Rotation in General Patient Care	7
Optometry 581	Add	External Supplementary Rotation in General Patient Care	7
Physics 307	Add	Scanning Electron Microscopy	3
Physics 308	Add	Transmission Electron Microscopy	3
Physics 309	Add	Scanning Probe Microscopy	3

REPORT FROM THE COMMITTEE ON CURRICULUM AND INSTRUCTION

February 16, 1999

Page 3

Psychology 232	Change in description	Psychology of Victims	3
Psychology 307	Add	Psychology of Oppression	3
Psychology 317	Add	Social Psychology of Conflict & Negotiation	3
Social Work 310	Add	Abused and Neglected Children	3
Social Work 312	Change in prerequisite, description	Women's Social Issues	3
Social Work 315 (formerly 314)	Change in number, title, prerequisite, description	Diversity and Social Justice (formerly Social Work with Culturally Diverse Populations)	3
Social Work 410	Add	Social Policy and Social Services	3
Social Work 418	Add	Foundations of Human Behavior in the Social Environment	3
Social Work 430	Add	Generalist Social Work Practice	3
Social Work 431	Add	Social Work and Human Service Organizations	3
Social Work 432	Add	Community Practice and Social Change	3
Social Work 440	Add	Social Work Research Methods and Analysis I	3
Social Work 449	Add	Social Work Research Methods and Analysis II	3
Social Work 489	Add	Foundation Field Practicum Seminar	3
Social Work 490	Add	Graduate Field Practicum	4
Sociology 315	Add	Diversity and Social Justice	3
Sociology 317	Add	Social Psychology of Conflict & Negotiation	3



SENATE PROPOSAL FORM FOR (check one):  CHANGE IN DEGREE REQUIREMENTS  
 CHANGE IN MINOR  
 CHANGE IN CERTIFICATE PROGRAM  
 (See Instructions on Reverse)

*MS*

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Page 1 of 3

ROUTING:  
 Academic Affairs Lmm/12-22-98  
 Graduate School \_\_\_\_\_  
 (if applicable) \_\_\_\_\_  
 Senate C&I \_\_\_\_\_  
 Senate \_\_\_\_\_  
 Academic Affairs \_\_\_\_\_

Chemistry  
 Department

Signed: *G. Anderson* 11/10/98  
 Department Chair Date

Arts & Sciences  
 School or College

Signed: *Martin Sage* 12-10-98  
 Dean Date

Bachelor of Science in Chemistry  
 Title of Degree/Minor/Certificate Program

Are other departments likely to be affected by this change?  no  yes--list departments and secure sign-offs

Page number(s) 125 and year 1998-99 of most recent Bulletin listing.

Current Bulletin listing:

Proposed Bulletin listing:

Rationale:

**Bachelor of Science in Chemistry**  
 This is the first professional degree in chemistry. It may be taken as a terminal degree by students intending to become professional chemists or for preparation for graduate work in chemistry or biochemistry. Candidates must complete the requirements for the B. A. degree in chemistry. In addition, the following chemistry courses are required:  
 Chemistry 234: Laboratory in Physical Chemistry II  
 Chemistry 321: Instrumental Analysis  
 Chemistry 323: Laboratory in Instrumental Analysis  
 Chemistry 341: Inorganic Chemistry I  
 Chemistry 343: Inorganic Reactions  
 Chemistry 364: Synthetic and Analytical Methods of Organic Chemistry

**Bachelor of Science in Chemistry**  
 This is the first professional degree in chemistry. It may be taken as a terminal degree by students intending to become professional chemists or for preparation for graduate work in chemistry or biochemistry. Students may choose to specialize in Chemistry or Biochemistry.

**Chemistry Option**  
 Candidates must complete the requirements for the B. A. degree in chemistry. In addition, the following chemistry courses are required:  
 Chemistry 234: Laboratory in Physical Chemistry II  
 Chemistry 321: Instrumental Analysis  
 Chemistry 323: Laboratory in Instrumental Analysis

The American Chemical Society Committee on Professional Training authorizes the offering of Biochemistry Option in the B. S. degree, with parameters met by the proposed curriculum. We wish to make such an option available to our students. This is part of a movement toward increased biochemistry offerings, from certificate programs to the graduate level.

SEN: 7/88

SENATE PROPOSAL FORM FOR (check one):  CHANGE IN DEGREE REQUIREMENTS  
 CHANGE IN MINOR  
 CHANGE IN CERTIFICATE PROGRAM  
 (See Instructions on Reverse)

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 initials/date

Page 2 of 3

ROUTING:  
 Academic Affairs \_\_\_\_\_ / \_\_\_\_\_  
 Graduate School \_\_\_\_\_ / \_\_\_\_\_  
 (if applicable)  
 Senate C&I \_\_\_\_\_ / \_\_\_\_\_  
 Senate \_\_\_\_\_ / \_\_\_\_\_  
 Academic Affairs \_\_\_\_\_ / \_\_\_\_\_

Chemistry  
 Department

Signed: \_\_\_\_\_  
 Department Chair Date

Arts & Sciences  
 School or College

Signed: Martin Boger  
 Dean Date 12-10-98

Bachelor of Science in Chemistry  
 Title of Degree/Minor/Certificate Program

Are other departments likely to be affected by this change?  no  yes--list departments and secure sign-offs

Page number(s) 125 and year 1998-99 of most recent Bulletin listing.

Current <u>Bulletin</u> listing:	Proposed <u>Bulletin</u> listing:	Rationale:
	Chemistry 341: Inorganic Chemistry I Chemistry 343: Inorganic Reactions Chemistry 364: Synthetic and Analytical Methods of Organic Chemistry  <b>Biochemistry option</b> Candidates must complete the requirements for the B. A. degree in chemistry, with the exception of one credit of Senior Seminar, Chemistry 289. In addition, the following chemistry and biology courses are required: Biology 11: Introductory Biology I Biology 210: Cell Structure and Function or Biology 224: Genetics Chemistry 371: Biochemistry Chemistry 372: Advanced Biochemistry Chemistry 373: Biochemical Techniques	

SEN: 7/88

SENATE PROPOSAL FORM FOR (check one):

- CHANGE IN DEGREE REQUIREMENTS
  - CHANGE IN MINOR
  - CHANGE IN CERTIFICATE PROGRAM
- (See Instructions on Reverse)

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initials/date

ROUTING:

Academic Affairs	_____ / _____
Graduate School (if applicable)	_____ / _____
Senate C&I	_____ / _____
Senate	_____ / _____
Academic Affairs	_____ / _____

Page 3 of 3

Chemistry  
Department

Signed: \_\_\_\_\_  
Department Chair Date

Arts & Sciences  
School or College

Signed: Martin Gage / GC  
Dean Date 12-16-98

Bachelor of Science in Chemistry  
Title of Degree/Minor/Certificate Program

Are other departments likely to be affected by this change?  no  yes--list departments and secure sign-offs

Page number(s) 125 and year 1998-99 of most recent Bulletin listing.

Current <u>Bulletin</u> listing:	Proposed <u>Bulletin</u> listing:	Rationale:
	<p>Chemistry 376: or three credits of Chemistry 290: Chemical Research (which must be a project in biochemistry)</p>	

SENATE PROPOSAL FORM FOR (CHECK ONE):  CHANGE IN DEGREE REQUIREMENTS  
 CHANGE IN MINOR  
 CHANGE IN CERTIFICATE PROGRAM

(DO NOT WRITE IN THIS SPACE)  
Initials/Date

11/18/98

Page 1 of 1

Educational Studies  
Department

Signed:

*Edith Young*

3-16-98

Department Chair Date

Education  
School or College

Signed:

*Kathleen Hayward*

10/8/98

Dean Date

ROUTING:  
Academic Affairs LMH 11/12/98  
Graduate School \_\_\_\_\_  
(if applicable) \_\_\_\_\_  
Senate C&I \_\_\_\_\_  
Senate \_\_\_\_\_  
Academic Affairs \_\_\_\_\_

Certification in Secondary Social Studies

Title of Degree/Minor/Certificate Program

Are other departments likely to be affected by this change?  no  yes -- list departments and sign-offs

Page number(s) 274 and year 97-98 of most recent Bulletin listing

Current Bulletin listing:

Rationale:  
Social Studies students must complete a Major in one of the following disciplines: anthropology, economics geography, history, political science, psychology, or sociology; and meet these minimum social science requirements: American history, 12 hours; European or world history, 9 hours; United States and/or state government, 6 hours; economics 3 hours; behavioral science (sociology, anthropology, or psychology), 6 hours; geography, 3 hours; and 2 hours of elective social studies credit.

Proposed Bulletin listing:

Social Studies certification students must complete a Major or an equivalent in hours in one of the following disciplines: anthropology, economics, geography, history, political science, psychology, or sociology; and meet these minimum social science requirements: American history, 12 hours including History/Sec Ed 257; European or world history, 9 hours including History/Sec Ed 258; United States and/or state government, 6 hours including political science/Sec Ed 209; economics, 3 hours; geography, 3 hours; and 2 hours of elective social studies credit

Rationale: To add three new Education/A & S courses that mirror the requirements for all secondary students in the state of Missouri - American Government, U. S. History, and World History - that will be offered as part of a unified, integrated package organized around the Social Studies Methods Course and designed as a program that integrates pedagogy, content, and application in ways that relate directly to the classroom

SENATE PROPOSAL FORM FOR (CHECK ONE): (X) CHANGE IN DEGREE REQUIREMENTS  
 ( ) CHANGE IN MINOR  
 ( ) CHANGE IN CERTIFICATE PROGRAM

*11/26/98*

(DO NOT WRITE IN THIS SPACE) Initials, Date

Page 1 of 12

English  
 Department

Signed: *Jane Williamson*  
 Department Chair Date *11/26/98*

Arts & Sciences  
 School or College

Signed: *Martin Sage*  
 Dean Date *12-10-98*

ROUTING:  
 Academic Affairs *Lmm 112-22-98*  
 Graduate School \_\_\_\_\_  
 (if applicable) \_\_\_\_\_  
 Senate C&I \_\_\_\_\_  
 Senate \_\_\_\_\_  
 Academic Affairs \_\_\_\_\_

General Education/Bachelor of Arts in English  
 Title of Degree/Minor/Certificate Program

Are other departments likely to be affected by this change? (X)no ( ) yes -- list departments and sign-offs

Page number(s) 158 and year 1998-99 of most recent Bulletin listing

Current <u>Bulletin</u> listing:	Proposed <u>Bulletin</u> listing:	Rationale:
	<p><b>General Information</b></p> <p><b>Degrees and Areas of Concentration</b>            The English department offers or participates in the offering of the B.A. in English, the B.A. in English with certification for secondary teaching, and the B.S. in secondary education with an emphasis area in English. The department also offers a minor in English. Additionally, students with any major in the University may earn a Certificate in Writing so that they may demonstrate evidence of training in creative, journalistic, or technical writing.</p> <p>The department has a graduate program leading to the Master of Arts degree. Students may pursue a literature track where they acquire a broad coverage in British and American writers or, a</p>	

SENATE PROPOSAL FORM FOR (CHECK ONE):  
 CHANGE IN DEGREE REQUIREMENTS  
 CHANGE IN MINOR  
 CHANGE IN CERTIFICATE PROGRAM

(DO NOT WRITE IN THIS SPACE)  
 Initials, etc

ROUTING:  
 Academic Affairs \_\_\_\_\_ /  
 Graduate School \_\_\_\_\_  
 (if applicable) \_\_\_\_\_ /  
 Senate C&I \_\_\_\_\_ /  
 Senate \_\_\_\_\_ /  
 Academic Affairs \_\_\_\_\_ /

Page 2 of 12

English  
 Department

Signed: Jane W. Auburn 10/26/98  
 Department Chair Date

Arts & Sciences  
 School or College

Signed: Martin Guze 12-10-98  
 Dean Date

General Education Requirements/Bachelor of Arts in English  
 Title of Degree/Minor/Certificate Program

other departments likely to be affected by this change? (X)no ( ) yes -- list departments and sign-offs

number(s) 158 and year 1998-99 of most recent Bulletin listing

Current <u>Bulletin</u> listing:	Proposed <u>Bulletin</u> listing:	Rationale:
	<p>writing track where half of the course work deals with composition and writing theory. The department also offers the Master of Fine Arts in creative writing, in which half of the courses are writing workshops and independent writing projects.</p> <p><b>Departmental Honors</b>            Candidates for departmental honors in English must achieve a 3.2 average in English at graduation and complete an undergraduate or graduate seminar in English, the final paper for which must be acceptable to the instructor as an honors thesis.</p> <p><b>Undergraduate Studies</b></p> <p><b>General Education Requirements</b>            Majors must meet the University general education requirements and the</p>	

SENATE PROPOSAL FORM FOR (CHECK ONE): (X) CHANGE IN DEGREE REQUIREMENTS  
 ( ) CHANGE IN MINOR  
 ( ) CHANGE IN CERTIFICATE PROGRAM

DO NOT WRITE IN THESE SPACES  
 Initials/ e  
 ROUTING:  
 Academic Affairs \_\_\_\_\_ /  
 Graduate School \_\_\_\_\_ /  
 (if applicable)  
 Senate C&I \_\_\_\_\_ /  
 Senate \_\_\_\_\_ /  
 Academic Affairs \_\_\_\_\_ /

Page 3 of 12

English  
 Department

Signed: James Williamson 10/26/98  
 Department Chair Date

Arts & Sciences  
 School or College

Signed: Martin Ange/GC 12-10-98  
 Dean Date

General Education Requirements/Bachelor of Arts in English  
 Title of Degree/Minor/Certificate Program

other departments likely to be affected by this change? (X)no ( ) yes -- list departments and sign-offs

number(s) 158 and year 1998-99 of most recent Bulletin listing

Current <u>Bulletin</u> listing:	Proposed <u>Bulletin</u> listing:	Rationale:
	requirements of the School or College from which they expect to receive their degree. After fulfilling the general education and specific major degree requirements, students are to take the remaining 70 hours required to complete the B.A. in English from courses which the appropriate department has evaluated as being of university-level quality from one or more of the following areas or their university-quality equivalents at other institutions: anthropology/archaeology, art (appreciation, history, studio), astronomy, biology, chemistry, communication, criminology and criminal justice, economics, English, foreign languages/literatures, geology, history, mathematics/computer science, music (appreciation, history, performance), philosophy, physics, political science, psychology, social work, sociology, business, education, engineering, and	

ROUTING:  
 Academic Affairs \_\_\_\_\_ /  
 Graduate School \_\_\_\_\_ /  
 (if applicable)  
 Senate C&I \_\_\_\_\_ /  
 Senate \_\_\_\_\_ /  
 Academic Affairs \_\_\_\_\_ /

Page 4 of 12

English  
 Department

Signed: Jane Williams 10/26/98  
 Department Chair Date

Arts & Sciences  
 School or College

Signed: Martin Sage/DA 12-10-98  
 Dean Date

General Education Requirements/Bachelor of Arts in English  
 Title of Degree/Minor/Certificate Program

other departments likely to be affected by this change? (X)no ( ) yes -- list departments and sign-offs

number(s) 159 and year 1998-99 of most recent Bulletin listing

ent <u>Bulletin</u> listing:	Proposed <u>Bulletin</u> listing:	Rationale:
	inter-disciplinary. English courses may be used to meet the University's humanities requirement, except the following:  10, Freshman Composition 11, Freshman Composition for International Students 112, Topics in Writing 122, Traditional Grammar 209, Practical Criticism: Writing About Literature 210, Advanced Expository Writing 211, Advanced Expository Writing for International Students 212, Business Writing 213, Technical Writing 214, News Writing 215, Feature Writing 216, Writing in the Sciences 218, Reporting 262, The Curriculum and Methods of	



SENATE PROPOSAL FORM FOR (CHECK ONE): (X) CHANGE IN DEGREE REQUIREMENTS  
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 ( ) CHANGE IN CERTIFICATE PROGRAM

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English  
 Department

Signed: Jane Williamson 10/26/98  
 Department Chair Date

Arts & Sciences  
 School or College

Signed: Martin Sage/Dr 12-10-98  
 Dean Date

General Education Requirements/Bachelor of Arts in English  
 Title of Degree/Minor/Certificate Program

other departments likely to be affected by this change? (X)no ( ) yes -- list departments and sign-offs

number(s) 159 and year 1998-99 of most recent Bulletin listing

Current <u>Bulletin</u> listing:	Proposed <u>Bulletin</u> listing:	Rationale:
	Teaching English 300, Writing in the Professions 305, Writing for Teachers 313, Advanced Business and Technical Writing 319, Editing 320, Independent Writing Project  The College's foreign language requirement may be met in any language.  <b>Satisfactory/Unsatisfactory Option</b> English majors may take any English course on a satisfactory/unsatisfactory basis except the following: 10, Freshman Composition 11, Freshman Composition for International Students 209, Practical Criticism: Writing About Literature 210, Advanced Expository Writing 211, Advanced Expository Writing for	English 320 was inadvertently left off this list when the course was added. This change reflects department policy.

SENATE PROPOSAL FORM FOR (CHECK ONE): (X) CHANGE IN DEGREE REQUIREMENTS  
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English  
 Department

Signed: Jane Williamson 10/26/98  
 Department Chair Date

Arts & Sciences  
 School or College

Signed: Martin Sage 12-10-98  
 Dean Date

General Education Requirements/Bachelor of Arts in English  
 Title of Degree/Minor/Certificate Program

Other departments likely to be affected by this change? (X)no ( ) yes -- list departments and sign-offs

number(s) 159 and year 1998-99 of most recent Bulletin listing

Current <u>Bulletin</u> listing:	Proposed <u>Bulletin</u> listing:	Rationale:
	International Students 212, Business Writing 213, Technical Writing 214, News Writing 215, Feature Writing 216, Writing in the Sciences 218, Reporting 262, The Curriculum and Methods of Teaching English 300, Writing in the Professions 305, Writing for Teachers 313, Advanced Business Writing 319, Editing 320, Independent Writing Project  <b>Degree Requirements</b>  <b>Bachelor of Arts in English</b> English majors must complete at least 36, but no more than 45, hours in English exclusive of English 10, Freshman Composition; English 11, Freshman Composition	English 320 was inadvertently left off this list when the course was added. This change reflects department policy.

ROUTING: Initials/ e  
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English  
 Department

Signed: Jane Williams 10/26/98  
 Department Chair Date

Arts & Sciences  
 School or College

Signed: Martin Gage 12-10-98  
 Dean Date

General Education Requirements/Bachelor of Arts in English  
 Title of Degree/Minor/Certificate Program

Other departments likely to be affected by this change? (X)no ( ) yes -- list departments and sign-offs

number(s) 159 and year 1998-99 of most recent Bulletin listing

Current Bulletin listing:	Proposed Bulletin listing:	Rationale:
	for International Students; and English 209, Practical Criticism: Writing About Literature. 1) Students majoring in English must take 131, English Literature I 132, English Literature II 171, American Literature I 172, American Literature II AND 2) English 209, Practical Criticism: Writing About Literature. (For English majors, this course is a prerequisite or corequisite for 300-level courses in English.) AND 3) Students must also complete one course from five of the following nine areas:  Area 1 Medieval English 322, Old English Literature	

SENATE PROPOSAL FORM FOR (CHECK ONE): (X) CHANGE IN DEGREE REQUIREMENTS  
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English  
 Department

Signed: Jane Williams 10/26/98  
 Department Chair Date

Arts & Sciences  
 School or College

Signed: Martin Arge/R 12-10-98  
 Dean Date

General Education Requirements/Bachelor of Arts in English  
 Title of Degree/Minor/Certificate Program

Other departments likely to be affected by this change? (X)no ( ) yes -- list departments and sign-offs

number(s) 159 and year 1998-99 of most recent Bulletin listing

Current Bulletin listing:	Proposed Bulletin listing:	Rationale:
	324, Chaucer 325, Medieval English Literature  <b>Area 2 Shakespeare</b> 337, Shakespeare: Tragedies and Romances 338, Shakespeare: Comedies and Histories  <b>Area 3 The Renaissance</b> 332, Elizabethan Poetry and Prose 339, Tudor and Stuart Drama 342, Early Seventeenth-Century Poetry and Prose 345, Milton  <b>Area 4 Restoration and Eighteenth-Century English</b> 346, Restoration and Eighteenth-Century Drama 352, Age of Dryden and Pope 353, Age of Johnson 364, The Eighteenth-Century Novel	

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 Academic Affairs \_\_\_\_\_ /

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English  
 Department

Arts & Sciences  
 School or College

Signed: Jane Williamson 10/26/98  
 Department Chair Date

Signed: Martin Sage 12-10-98  
 Dean Date

General Education Requirements/Bachelor of Arts in English  
 Title of Degree/Minor/Certificate Program

Other departments likely to be affected by this change? (X)no ( ) yes -- list departments and sign-offs

number(s) 159 and year 1998-99 of most recent Bulletin listing

Current <u>Bulletin</u> listing:	Proposed <u>Bulletin</u> listing:	Rationale:
	<p><b>Area 5 Nineteenth-Century English</b>            365, The Nineteenth-Century English Novel            368, Early Romantic Poetry and Prose            369, Later Romantic Poetry and Prose            371, Prose and Poetry of the Victorian Period            372, Literature of the Late Nineteenth and Early Twentieth Centuries</p> <p><b>Area 6 Nineteenth-Century American</b>            373, Selected Major American Writers I            374, Selected Major American Writers II            375, American Fiction to World War I</p> <p><b>Area 7 Twentieth-Century English/American</b>            376, Modern American Fiction            383, Modern British Fiction            384, Modern Poetry            385, Modern Drama            386, Poetry Since World War II</p>	

(if applicable) \_\_\_\_\_  
 Senate C&I \_\_\_\_\_  
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 Academic Affairs \_\_\_\_\_

English  
 Department

Signed: Jane Williams 10/26/98  
 Department Chair Date

Arts & Sciences  
 School or College

Signed: Martin Gage 12-10-98  
 Dean Date

General Education Requirements/Bachelor of Arts in English

Title of Degree/Minor/Certificate Program

Are other departments likely to be affected by this change? (X)no ( ) yes -- list departments and sign-offs

Page number(s) 159 and year 1998 of most recent Bulletin listing

Current Bulletin listing:

Proposed Bulletin listing:

Rationale:

**Area 8 Literary Criticism**  
 321, History of Literary Criticism  
 327, Contemporary Critical Theory  
 329, Forms and Modes of Poetry  
  
**Area 9 Special Topics**  
 306, Adolescent Literature  
 323, Continental Fiction  
 380, Studies in women and Literature  
 390, Seminar  
 391, Special Topics in Jewish Literature  
 395, Special Topics in Literature  
  
 Work in 100-level courses provides background in literary history and forms, as well as the means for discussing literary issues, on paper and orally. Thus, the Department requires English 131 or consent of the instructor as a prerequisite for all courses in Areas 1-4 and English 132 or consent of the instructor as a prerequisite for all

SENATE PROPOSAL FORM FOR (CHECK ONE): (X) CHANGE IN DEGREE REQUIREMENTS  
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 Academic Affairs \_\_\_\_\_ /

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English  
 Department  
  
Arts & Sciences  
 School or College

Signed: Jane Williams 10/26/98  
 Department Chair Date  
 Signed: Martin Lutz 12-10-98  
 Dean Date

General Education Requirements/Bachelor of Arts in English  
 Title of Degree/Minor/Certificate Program

Are other departments likely to be affected by this change? (X)no ( ) yes -- list departments and sign-offs

Page number(s) 159-60 and year 1998-99 of most recent Bulletin listing

Current <u>Bulletin</u> listing:	Proposed <u>Bulletin</u> listing:	Rationale:
<p>Transfer students majoring in English must complete a minimum of 12 graded hours in English courses at the 200 level</p>	<p>courses in areas 5 and 7, except American literature courses. English 171 or consent of the instructor is a prerequisite for all courses in Area 6, and both English 171 and English 172 or consent of the instructor are prerequisites for English 376. All survey courses (English 131, 132, 171, and 172 must be taken before the major has completed 90 hours toward a degree.</p> <p>A maximum of six satisfactory/unsatisfactory hours may be taken in the department. Majors must complete at least 18 graded (i.e., not satisfactory/unsatisfactory) hours in English courses at the 200 level or above with a grade point of 2.0 or better in these courses.</p> <p>Students majoring in English must complete a minimum of 12 graded hours in English courses at the 300 level or above</p>	<p>The residency requirement in raising the course level ensures a consistent quality of English majors graduating from</p>

SENATE PROPOSAL FORM FOR (CHECK ONE): (X) CHANGE IN DEGREE REQUIREMENTS  
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English  
 Department

Signed: Jane Williamson 10/26/98  
 Department Chair Date

Arts & Sciences  
 School or College

Signed: Martin Sage Jr 12-10-98  
 Dean Date

General Education Requirements/Bachelor of Arts in English  
 Title of Degree/Minor/Certificate Program

Are other departments likely to be affected by this change? (X)no ( ) yes -- list departments and sign-offs

Page number(s) 160 and year 1998-99 of most recent Bulletin listing

Current <u>Bulletin</u> listing:	Proposed <u>Bulletin</u> listing:	Rationale:
<p>above with a grade point average of 2.0 or better in these courses.</p>	<p>in residence with a grade point average of 2.0 or better in these courses or students must receive special consent of the department.</p> <p>Students should consult with faculty advisors to determine which upper-level courses best satisfy their major needs and interests.</p>	<p>UM-St. Louis.</p>



SENATE PROPOSAL FORM FOR (CHECK ONE): (X) CHANGE IN DEGREE REQUIREMENTS  
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Page 1 of 7

Social Work  
 Department

College of Arts & Sciences  
 School or College

Signed: *Don Beckman*  
 Department Chair Date

Signed: *Martin Sage* 12-10-98  
 Dean Date

ROUTING:  
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Social Work - General Information - Undergraduate Studies - Bachelor of S.W.  
 Title of Degree/Minor/Certificate Program

Are other departments likely to be affected by this change? (X)no ( ) yes -- list departments and sign-offs

Page number(s) 263-264 and year 98-99 of most recent Bulletin listing

Current <u>Bulletin</u> listing:	Proposed <u>Bulletin</u> listing:	Rationale:
<p><b>General Information</b></p> <p><b>Degrees and Areas of Concentration</b> The Department of Social Work offers courses leading to a Bachelor of Social Work degree (B.S.W.) and a Graduate Certificate in Gerontological Social Work. The B.S.W. program is fully accredited by the Council on Social Work Education. The faculty stresses the scientific and applied aspects of social work. Professional social work education enables students to integrate the knowledge</p>	<p><b>General Information</b></p> <p><b>Degrees and Areas of Concentration</b> The Department of Social Work offers courses leading to a Bachelor of Social Work degree (B.S.W.), a Master of Social Work (M.S.W.), and a minor in Social Work. The B.S.W. Program is fully accredited and the M.S.W. is in the first phase of accreditation (candidacy) by the Council on Social Work</p>	<p>Proposed changes reflect additional information <del>to</del> to the new Master in <i>due</i> in Social Work degree.</p>

Current Bulletin Listing:	Proposed Bulletin Listing:	Rationale:
<p>values, and skills of the profession into competent practice. Throughout, the contribution of arts and sciences toward a well-rounded liberal arts education is emphasized. A minor in Social work is also offered.</p> <p>The department's approach is reflected in an emphasis on the development of theoretical and methodological tools. There is a strong emphasis on practice, with community and social agency field work as important parts of the program. Many faculty members are engaged in research on urban-related issues and work with various urban agencies, particularly in the areas of health care, family violence, social welfare, gerontology, and education.</p> <p>Social work majors should obtain a copy of the Student Handbook and see a social work advisor for advisement. Students must set up an appointment with the practicum coordinator one semester prior to enrolling in the practicum and attend a series of prepracticum classes.</p> <p><b>General Education Requirements</b> Majors must satisfy the University and College general education requirements, except that proficiency in a foreign language is not required.</p>	<p>Education. The programs stress the critical, empirical, and applied aspects of social work, incorporating a liberal arts perspective throughout the curriculum. There is a strong accent on community and agency field work as an integral part of the program. Professional social work education enables students to integrate the knowledge, values, and skills of the profession into competent practice.</p> <p>Undergraduate social work majors and Master's students should obtain a copy of the Student Handbook (also available on the Social Work Department's web page <a href="http://www.umsl.edu/~socialwk/">www.umsl.edu/~socialwk/</a>). BSW students must see a social work advisor for advisement each semester. Students in both the BSW and the MSW must set up an appointment with the practicum office one semester prior to enrolling in the practicum and attend a series of pre-practicum orientation sessions.</p> <p><b>Undergraduate Studies</b></p> <p><b>General Education Requirements</b> Majors must satisfy the University and College general education requirements, except that proficiency in a foreign language is recommended but not required.</p> <p>Courses required for the B.S.W. degree may not be taken on a satisfactory/unsatisfactory basis except Social Work 320 and Social Work 321.</p>	<p><i>Proposed changes reflect addition of MSW program, MSW level courses, and departmental updates.</i></p> <p><i>Proposed changes reflect addition of MSW program, MSW level courses, and departmental updates. Addition of web page.</i></p> <p><i>Additional line for clarity</i></p>

Current Bulletin Listing:	Proposed Bulletin Listing:	Rationale:
<p><b>Degree Requirements</b></p> <p>Students entering UM-St. Louis as freshman should indicate a pre-social work major. Transfer students must apply to the Social Work program when they apply to the university. Admission to the program is conditional upon the successful completion of all necessary requirements.</p>	<p><b>Admission Requirements</b></p> <p>Students entering UM-St. Louis as freshmen and as transfer students should indicate a pre-social work major. Students must apply to the program concurrent with SW 210. Admission to the program is conditional upon the successful completion of all necessary requirements.</p> <p><b>Requirements for Admission to the Social Work Program</b></p> <ol style="list-style-type: none"> <li>1. Junior Standing</li> <li>2. Submission of: <ol style="list-style-type: none"> <li>a. Application for admission to social work program</li> <li>b. Transcript of all university work</li> <li>c. Two letters of reference: one from a college or university professor and one other, preferably from a work or volunteer experience supervisor.</li> </ol> </li> <li>3. Completion of Social Work 100, 150, and 151 or their equivalents or completion of an AA in Human Services.</li> <li>4. Completion with a "C" in all courses listed as prerequisites for Social-Work 210, 280 and 285.</li> <li>5. Applicants may be asked to meet with the social work admissions committee.</li> </ol>	<p><i>Addition: Admission is proposed during SW210, the first course transfer students take at UM-St. Louis</i></p>

Current Bulletin Listing:	Proposed Bulletin Listing:	Rationale:
<p><b>Bachelor of Social Work</b> Students completing this degree may enter beginning positions as social workers or choose to enter professional schools of social work, working toward eventual careers in supervision, administration, research, and other specialized areas of practice. Candidates for this degree program must complete the core requirements including the following social work courses:</p>	<p><b>Degree Requirements</b>  <b>Undergraduate Studies</b>  <b>Bachelor of Social Work</b>  Students must have a minimum GPA of 2.5 in Social Work and related area requirement courses to enter field practicum. Candidates for this degree program must complete the core requirements including the following social work courses:  <b>100</b>, Introduction to Social Service  <b>150</b>, Social Welfare as a Social Institution  <b>151</b>, Social Welfare as a Social Institution Laboratory  <b>210</b>, Introduction to Interventive Strategies  <b>280</b>, Human Behavior in the Social Environment  <b>285</b>, Social Issues and Social Policy Development  <b>300</b>, Interventive Strategies for Social Work with Individuals, Families, and Groups  <b>305</b>, Interventive Strategies for Social Work with Organizations and Communities  <b>320</b> and <b>321</b>, Supervised Field Experience in Social Work I and II  <b>320a</b> and <b>321a</b>, Integrative Field Experience Seminar 1 and II</p> <p>A minimum of 34 hours and a maximum of 50 hours may be taken in social work. A minimum of 36 hours is required in related area departments.</p> <p>Evaluation of social work transfer credits will be done by a social work adviser on an individual basis.</p>	<p><i>Addition: Proposed changes clarify the requirement that students must have a 2.5 GPA to graduate before they enter the field practicum in their Senior year.</i></p>

Current Bulletin Listing:	Proposed Bulletin Listing:	Rationale:
	<p><b>Social Work</b></p> <p><b>Related Area Requirements</b> The following courses, or their alternatives, are required:</p> <p><b>Biology</b> 1, General Biology, or 11, Introductory Biology I</p> <p><b>Econ</b> 40, Introduction to the American Economy</p> <p><b>PolSci</b> 11, Introduction to American Politics</p> <p><b>Psych</b> 3, General Psychology</p> <p><b>Sociology</b> 10, Introduction to Sociology 160, Social Psychology 220, Sociological Statistics</p> <p><b>Either</b> <b>Sociology</b> 230, Research Methods and 231, Research Methods Lab or <b>Social Work</b> 330, Research Design in Social Work <b>and one additional Biology course from the following:</b> 110, Human Biology 113, Human Physiology and Anatomy I 114, Human Physiology and Anatomy II 115, Human Heredity and Evolution 120, Environmental Biology 140, Female Sexuality</p>	

Current Bulletin Listing:	Proposed Bulletin Listing:	Rationale:
	<p>At least nine additional hours must be taken in social work, sociology, political science, psychology, women and gender studies, anthropology, criminology and criminal justice, or economics at the 100 level or above. Hours taken in social work will apply toward the maximum of 50 hours that may be taken in social work courses.</p> <p>After fulfilling the general education and specific major degree requirements, students are to take the remaining 29 hours at the university-level required to complete the Bachelor of Social Work degree in university courses from one or more of the following areas or their university-quality equivalents at other institutions: anthropology/archaeology, art (appreciation, history, studio), astronomy, biology, chemistry, communication, criminology and criminal justice, economics, English, foreign languages/literatures, geology, history, mathematics/computer science, music (appreciation, history, performance), philosophy, physics, political science, psychology, social work, sociology, women and gender studies, business, education, engineering, and interdisciplinary. The social work department may require students to pass a placement test in order to enroll in the next level course, provided this test or its equivalent is administered to all students seeking to enroll in that course.</p>	

Current Bulletin Listing:	Proposed Bulletin Listing:	Rationale:
<p><b>Note:</b> Taking Anthropology, biological sciences, and Spanish courses is strongly recommended by graduate social work schools.</p>	<p>Social work majors must have a cumulative grade point average of 2.5 or better in all course work specifically required for the major, with satisfactory grades in practicum.</p> <p><b>Note:</b> Taking anthropology, biological sciences, economics, and Spanish courses is strongly recommended by graduate social work schools.</p> <p><b>Requirements for the Minor in Social Work</b> Candidates must complete the following <b>social work</b> courses:  <b>100</b>, Introduction to Social Services  <b>150</b>, Social Welfare as a Social Institution  <b>210</b>, Interventive Strategies in Social Work Practice  <b>285</b>, Social Issues and Social Policy Development  <b>and one</b> course at the 200 level or above</p>	<p><i>Addition: An understanding of principles is recommended by graduate S.W. programs.</i></p>

SENATE PROPOSAL FORM FOR (check one):  
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Chemistry  
Department

Signed: *Gordon Anderson* 10/15/98  
Department Chair Date

Arts & Science  
School or College

Signed: *Martin Vayl (JC)* 12-10-98  
Dean Date

Bachelor of Arts in Chemistry with Biochemistry Certificate  
Title of Degree/Minor/Certificate Program

Are other departments likely to be affected by this change?  no  yes--list departments and secure sign-offs

Biology *Robert Seely*  
Page number(s) 126 and year 1998/99 of most recent Bulletin listing.

Current <u>Bulletin</u> listing:	Proposed <u>Bulletin</u> listing:	Rationale:
<p><b>Biochemistry Certificate</b>            The University offers a certificate program for science majors who are interested in careers in biochemistry. The Biochemistry Certificate is an interdisciplinary specialization, which may be earned by completing the core requirements and either a chemistry track or a biology track. All students complete the following core requirements:            Biology 11: Introductory Biology I            Biology 12: Introductory Biology II            Biology 210: Cell Structure and Function            Biology 224: Genetics            Chemistry 11: Introductory Chemistry I            Chemistry 12: Introductory Chemistry II            Chemistry 122: Quantitative Analysis            Chemistry 261: Structural Organic Chemistry            Chemistry 262: Organic Reactions</p>	<p><b>Bachelor of Arts in Chemistry with a Biochemistry Certificate</b>            The University offers a certificate program for science majors who are interested in careers in biochemistry. This is an interdisciplinary program that involves additional courses in biochemistry and biology. In addition to the usual requirements for the B. A. degree in chemistry, the student must take the following courses:            371: Biochemistry            372: Advanced Biochemistry            373: Biochemical Techniques              Chemistry 376: Interdisciplinary Topics in Biochemistry            or Chemistry 377: Physical Biochemistry</p>	<p>The number of credits required for the certificate program has been reduced so that it (barely) fits within 120 credits and is now explicitly linked to a degree program. The course requirements for biology majors and for chemistry majors seeking to earn a Biochemistry certificate will be listed separately by department.</p>

SEN: 7/88

CHAIRPERSON'S HANDBOOK

06.02.02, Page 2 of 2, 5/31/90



SENATE PROPOSAL FORM FOR (check one):  
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Senate	_____ / _____
Academic Affairs	_____ / _____

Chemistry  
Department

Signed: *L. Anderson* 10/15/98  
Department Chair Date

Arts & Science  
School or College

Signed: *Martin Sage, Jr.* 12-10-98  
Dean Date

Bachelor of Arts in Chemistry with Biochemistry Certificate  
Title of Degree/Minor/Certificate Program

Are other departments likely to be affected by this change?  no  yes--list departments and secure sign-offs

Biology

Page number(s) 126 and year 1998-99 of most recent Bulletin listing.

Current Bulletin listing:	Proposed Bulletin listing:	Rationale:
Chemistry 263: Techniques of Organic Chemistry  and one of the following biology courses:  216: Microbiology 235: Development 310: Cell Physiology 326: Molecular Biology  Students choosing to complete the certificate through the biology track must take these additional courses:  Biology 376: Advanced Biological Chemistry Biology 378: Advanced Biological Chemistry Laboratory Biology 379: Senior Seminar	Biology 11: Introductory Biology I Biology 210: Cell Structure and Function Biology 224: Genetics  Biology 327: Introduction to Biotechnology or Biology 326: Gene Expression in Eukaryotes  Students may obtain a minor in biology by adding Biology 12 to the curriculum described above. The Biology department also offers a certificate in biochemistry.	SEN: 7/88

SENATE PROPOSAL FORM FOR (check one): ( ) CHANGE IN DEGREE REQUIREMENTS  
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 (X) CHANGE IN CERTIFICATE PROGRAM  
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 Academic Affairs \_\_\_\_\_/\_\_\_\_\_

Page 3 of 3

Chemistry  
 Department

Signed: *L. J. Anderson* 10/15/98  
 Department Chair Date

Arts & Science  
 School or College

Signed: *Martin Suge/Dr* 12-10-98  
 Dean Date

Bachelor of Arts in Chemistry with Biochemistry Certificate  
 Title of Degree/Minor/Certificate Program

Are other departments likely to be affected by this change? ( ) no (X) yes--list departments and secure sign-offs

Biology

Page number(s) 126 and year 1998-99 of most recent Bulletin listing.

Current Bulletin listing:

Proposed Bulletin listing:

Rationale:

Chemistry 230: Physical Chemistry for the Life Sciences  
 Students choosing to complete the certificate through the chemistry track must take these additional chemistry courses:

- 231: Physical Chemistry I
- 232: Physical Chemistry II
- 233: Laboratory in Physical Chemistry
- 289: Senior Seminar
- 371: Biochemistry
- 372: Advanced Biochemistry
- 373: Biochemical Techniques

SEN: 7/88

SENATE PROPOSAL FORM FOR (check one): ( ) CHANGE IN DEGREE REQUIREMENTS  
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 (xx) CHANGE IN CERTIFICATE PROGRAM  
 (See Instructions on Reverse)

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Page 1 of 2

ROUTING:  
 Academic Affairs Lmm / 12-22-98  
 Graduate School \_\_\_\_\_  
 (if applicable) \_\_\_\_\_  
 Senate C&I \_\_\_\_\_  
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 Academic Affairs \_\_\_\_\_

Biology  
 Department

Signed: *William Lecky* 10/13/95  
 Department Chair Date

Arts & Sciences  
 School or College

Signed: *Martin Dugg* 12-10-98  
 Dean Date

Biochemistry Certificate  
 Title of Degree/Minor/Certificate Program

Are other departments likely to be affected by this change? ( ) no (x) yes--list departments and secure sign-offs

*Gordon Anderson*  
 Chemistry Department

Page number(s) 102,287 and year 1998-99 of most recent Bulletin listing.

Current Bulletin listing:

Proposed Bulletin listing:

Rationale:

Certificate is an interdisciplinary specialization which may be earned by completing the core requirements and either a chemistry track or a biology track. All students complete the following core requirements:

**Chemistry**  
 11, Introductory Chemistry I  
 12, Introductory Chemistry II  
 122, Quantitative Analysis  
 261, Structural Organic Chemistry

**Biochemistry Certificate**

The University offers a certificate program for science majors who are interested in careers in biochemistry. The Biochemistry Certificate is an interdisciplinary specialization which may be earned either within a biology major or a chemistry major. The requirements for earning a Biochemistry Certificate within the biology major are:

**Biology**  
 11, Introductory Biology I  
 12, Introductory Biology II  
 210, Cell Structure and Function  
 224, Genetics  
 371, Biochemistry or  
 Chem 371, Biochemistry  
 375, Techniques in Biochemistry (lab)  
 376, Topics in Biological Chemistry or  
 Chem 372, Advanced Biochemistry

The course requirements for biology majors and for chemistry majors seeking to earn a Biochemistry Certificate will be listed separately by Department.

Current Bulletin listing:

Proposed Bulletin listing:

Rationale:

262, Organic Reactions  
263, Techniques of Organic Chemistry

and one of the following biology courses:

216, Microbiology  
235, Development  
310, Cell Physiology  
326, Gene Expression in Eukaryotes

Students choosing to complete the certificate through the **biology track** must take these additional courses:

**Biology**

371, Biochemistry  
375, Techniques in Biochemistry  
376, topics in Biological Chemistry  
378, Topics in Biological Chemistry Laboratory  
389, Senior Seminar

**Chemistry**

230, Physical Chemistry for the Life Sciences

Students choosing to complete the certificate through the **chemistry track** must take these additional chemistry courses:

231, Physical Chemistry I  
232, Physical Chemistry II  
233, Laboratory in Physical Chemistry  
289, Seminar  
371, Biochemistry  
372, Advanced Biochemistry  
373, Biochemical Techniques

378, Topics in Biological Chemistry Lab or  
Chem 373, Biochemical Techniques  
389, Senior Seminar

**Chemistry**

11, Introductory Chemistry I  
12, Introductory Chemistry II  
122, Quantitative Analysis  
261, Structural Organic Chemistry  
262, Organic Reactions  
263, Techniques of Organic Chemistry

and three of the following biology courses:

216, Microbiology  
218, Microbiology Laboratory  
235, Development  
310, Cell Physiology  
317, Immunobiology  
326, Gene Expression in Eukaryotes  
327, Introduction to Biotechnology  
335, Molecular Cell Biology  
338, Gene Expression in Prokaryotes

Course requirements for biology majors and for chemistry majors will now be listed separately by department.

Elective courses and options for students have been modified and expanded.

Eliminate Chemistry 230 as a requirement for Certificate. Course enrollments have made it difficult for the Department of Chemistry to offer on a regular basis.

Elimination of chemistry track information (will be listed separately under Chemistry Department)

SENATE PROPOSAL FORM FOR (CHECK ONE): ( ) CHANGE IN DEGREE REQUIREMENTS  
 ( ) CHANGE IN MINOR  
 (X) CHANGE IN CERTIFICATE PROGRAM

*MFS*

(DO NOT WRITE IN THIS SPACE)  
 Initials/Date

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 Senate \_\_\_\_\_  
 Academic Affairs \_\_\_\_\_

Page 1 of 4

English  
 Department

Signed: Joan Williams 10/26/98  
 Department Chair Date

Arts & Sciences  
 School or College

Signed: Martin Sage 12-10-98  
 Dean Date

Certificate in Writing Program

Title of Degree/Minor/Certificate Program

Are other departments likely to be affected by this change? (X)no ( ) yes -- list departments and sign-offs

Page number(s) 291 and year 1998-99 of most recent Bulletin listing

Current <u>Bulletin</u> listing:	Proposed <u>Bulletin</u> listing:	Rationale:
	<p><b>Writing Certificate</b></p> <p>The Writing Certificate provides an opportunity for students to obtain a focused specialty in writing in addition to their major. A student may earn a Certificate in Writing by completing a total of 18 hours in writing courses chosen from the following:</p> <p>CCJ 200, Writing in Criminology and Criminal Justice</p> <p><b>Communication</b></p> <p>212, Broadcast Writing and Reporting            217, Script Writing for Business and Industry</p> <p><b>English</b></p> <p>103, Poetry Writing            104, Short Story Writing            105, Play Writing            108, or Comm 108, Advertising Copywriting            112, Topics in Writing</p>	

SENATE PROPOSAL FORM FOR (CHECK ONE): ( ) CHANGE IN DEGREE REQUIREMENTS  
 ( ) CHANGE IN MINOR  
 (X) CHANGE IN CERTIFICATE PROGRAM

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 Senate \_\_\_\_\_ /  
 Academic Affairs \_\_\_\_\_ /

Page 2 of 4

English  
 Department

Signed: Jane W. [Signature] 10/26/98  
 Department Chair Date

Arts & Sciences  
 School or College

Signed: Martin Sage [Signature] 12-10-98  
 Dean Date

Certificate in Writing Program  
 Title of Degree/Minor/Certificate Program

Are other departments likely to be affected by this change? (X)no ( ) yes -- list departments and sign-offs

Page number(s) 291 and year 1998-99 of most recent Bulletin listing

Current <u>Bulletin</u> listing:	Proposed <u>Bulletin</u> listing:	Rationale:
	213, Technical Writing 214 or Comm 214, News Writing 215, Feature Writing 216, Writing in the Sciences 218, Reporting 228 or Comm 228, Writing for Public Relations 300, Writing in the Professions 302, Writing Literary Criticism 303, Advanced Poetry Writing 304, Advanced Fiction Writing 305, Writing for Teachers 313, Advanced Business and Technical Writing 317, Topics in the Teaching of Writing 319, Editing <b>Required: English 320, Independent Writing Project. Students serve a supervised writing internship or work with the instructor to complete an extensive writing project.</b>	

SENATE PROPOSAL FORM FOR (CHECK ONE): ( ) CHANGE IN DEGREE REQUIREMENTS  
 ( ) CHANGE IN MINOR  
 (X) CHANGE IN CERTIFICATE PROGRAM

(DO NOT WRITE IN THIS SPACE)  
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ROUTING:  
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 Senate C&I \_\_\_\_\_ /  
 Senate \_\_\_\_\_ /  
 Academic Affairs \_\_\_\_\_ /

Page 3 of 4

English  
 Department

Signed: Jane Wilkinson 10/26/98  
 Department Chair Date

Arts and Sciences  
 School or College

Signed: Martin Sage 12-10-98  
 Dean Date

Certificate Program in Writing

Title of Degree/Minor/Certificate Program

Are other departments likely to be affected by this change? (X)no ( ) yes -- list departments and sign-offs

Page number(s) 291 and year 1998-99 of most recent Bulletin listing

Current <u>Bulletin</u> listing:	Proposed <u>Bulletin</u> listing:	Rationale:
	<p><b>Technical Writing Emphasis</b> The technical writing emphasis provides a more career-specific strategy for students enrolled in the Writing Certificate program. The technical writing emphasis is composed of <b>three required courses</b>:</p> <p>213, Technical Writing            319, Editing            313, Advanced Business and Technical Writing OR            320, Independent Writing Project</p> <p>In addition, students take <b>three electives</b> for a total of 18 hours chosen from the following:</p> <p><b>Business Administration</b>            103, Computers and Computer Information            205, Contemporary Business Communication  <b>Communication</b>            65, Introduction to Information Technology</p>	<p>The technical writing emphasis provides a more career-specific, alternate strategy for students enrolled in the Writing Certificate program. Technical Writing is one of the fastest growing professions in the country. While there are many employers of technical writers in the St. Louis area, currently there are no academic programs available to educate people for those jobs. This list of courses is designed to introduce students to the profession of technical writing and provide them with the skills and education they will need to succeed in entry-level technical writing positions.</p>

SENATE PROPOSAL FORM FOR (CHECK ONE): ( ) CHANGE IN DEGREE REQUIREMENTS  
 ( ) CHANGE IN MINOR  
 (X) CHANGE IN CERTIFICATE PROGRAM

(DO NOT WRITE IN THIS SPACE)  
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 Senate C&I \_\_\_\_\_ /  
 Senate \_\_\_\_\_ /  
 Academic Affairs \_\_\_\_\_ /

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English  
 Department  
Arts & Sciences  
 School or College

Signed: Joel Williams 10/26/98  
 Department Chair Date  
 Signed: Martin Lopez 12-10-98  
 Dean Date

Certificate in Writing Program

Title of Degree/Minor/Certificate Program

Are other departments likely to be affected by this change? (X)no ( ) yes -- list departments and sign-offs

Page number(s) 291 and year 1998-990 of most recent Bulletin listing

Current Bulletin listing:

Proposed Bulletin listing:

Rationale:

**Computer Science**  
 125, Introduction to Computer Science  
 (Prerequisite: Math 30, College Algebra)  
**English**  
 212, Business Writing  
 214, News Writing  
 215, Feature Writing  
 216, Writing in the Sciences  
 228, Public Relations Writing  
 313, Advanced Business and Technical  
 Writing (if 320 is taken as requirement)  
 320, Independent Writing Project (if 313  
 is taken as requirement)

Courses taken to fulfill requirements  
 for the Writing Certificate may not be  
 taken on a satisfactory/unsatisfactory  
 basis.



SENATE PROPOSAL FORM FOR (check one): ( ) CHANGE IN DEGREE REQUIREMENTS  
 ( ) CHANGE IN MINOR  
 (X) CHANGE IN CERTIFICATE PROGRAM *MSA*  
 (See Instructions on Reverse)

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Page 1 of 4

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Graduate School	<u>/</u>
(if applicable)	
Senate C&I	<u>/</u>
Senate	<u>/</u>
Academic Affairs	<u>/</u>

Center for Trauma Recovery

Signed: *Long K. Burge*  
 Department Chair

Date 10/22/98

Department

Arts & Sciences

Signed: *Martin Sage*  
 Dean

Date 12-10-98

Department

Trauma Studies Certificate

Title of Degree/Minor/Certificate Program

Are other departments likely to be affected by this change? ( ) no ( ) yes – list departments and secure sign-offs

Page number(s) 291-292 and year 1998-99 of most recent Bulletin listing.

Current Bulletin listing:

Proposed Bulletin listing:

Rationale:

The Trauma Studies Certificate is designed for students who are interested in a focused specialty in trauma studies or victim services in addition to their own major. It is appropriate for students in the College of Arts and Sciences or any of the Schools of the University. It is particularly appropriate for students wishing to pursue careers in psychology, social work, sociology, criminology, law, public health or nursing.

Requirements

A student may earn a Trauma Studies Certificate by completing 18 hours with a GPA of 2.0 or better from at least three departments from the following courses:

Current Bulletin listing:	Proposed Bulletin listing:	Rationale:
<p>Psychology 295, Selected Projects in Field Placement: Helping Victims of Crime</p> <p>Interdisciplinary 310, Child Abuse and Neglect: An Interdisciplinary Approach</p>	<p>Students must complete at least 12 hours from the following group:</p> <p>CCJ 120, Criminal Law</p> <p>CCJ 300, Communities and Crime</p> <p>CCJ 350, Victimology</p> <p>Nursing 370, Topics in Nursing (Women at Risk: Women and Safety)</p> <p>Psychology 232, Psychology of Victims</p> <p>Psychology 280, The Psychology of Death and Dying</p> <p>Psychology 295, Selected Projects in Field Placement: Helping Victims of Crime (for three credits only toward certificate)</p> <p>Psychology 390, Directed Studies, if trauma-related topic (for three credits only toward certificate). Please seek approval of the Coordinator of the Trauma Studies Certificate in advance.</p> <p>Social Work 310, Abused and Neglected Children</p> <p>Social Work 322, Child Welfare Practicum Seminar</p> <p>Sociology 278, Sociology of Law</p>	<p>Only three credit hours will count towards the certificate.</p> <p>Add to the certificate &amp; count for three credit hours only upon approval from Coordinator.</p> <p>Change of Name by Social Work department</p> <p>Add Social Work 322 to the certificate</p>

Current Bulletin listing:	Proposed Bulletin listing:	Rationale:
	<p>Only one of the following highly recommended courses may be counted toward the Trauma Studies Certificate:</p> <p>Psychology 161, Helping Relationships</p> <p>Social Work 210, Introduction to Interventive Strategies for Social Work Practice</p> <p>Students may count up to six hours from the following group toward the Trauma Studies Certificate:</p> <p>CCJ 230, Crime Prevention</p> <p>CCJ 240, Policing</p> <p>CCJ 340, Race, Crime, and Justice (same as Sociology 340)</p> <p>Political Science 140, Public Administration</p> <p>Political Science 242, Introduction to Public Policy</p> <p>Political Science 394, Leadership and Management in Nonprofit Organizations (same as Social Work 308 and Sociology 308)</p> <p>Psychology 160, Social Psychology (same as Sociology 160)</p> <p>Psychology 230, Psychology of Women</p> <p>Psychology 235, Community Psychology</p> <p>Psychology 245, Abnormal Psychology</p>	<p>Add Psychology 230 to the certificate.</p>

Current Bulletin listing:	Proposed Bulletin listing:	Rationale:
	<p>Social Work 275, Stress and Stress Management</p> <p>Social Work 308, Leadership and Management in Nonprofit Organizations            (same as Political Science 394 &amp; Sociology 308)</p> <p>Social Work 312, Women's Social Issues</p> <p>Social Work 314, Social Work with Culturally Diverse Populations</p> <p>Sociology 102, Sex Roles in Contemporary Society</p> <p>Sociology 160, Social Psychology (same as Psychology 160)</p> <p>Sociology 175, Women, Crime, and Society</p> <p>Sociology 214, Juvenile Delinquency and Youth Crimes</p> <p>Sociology 268, The Sociology of Conflict</p> <p>Sociology 308, Leadership and Management in Nonprofit Organizations            (same as Political Science 394 &amp; Social Work 308)</p> <p>Sociology 340, Race, Crime, and Justice (same as Criminology &amp;            (Criminal Justice 340)</p> <p>Special Topics courses relevant to trauma studies may be included in the Certificate when approved in advance by the Coordinator of the Trauma Studies Certificate.</p>	<p>Add Social Work 275 to the certificate.</p> <p>Add Social Work 314 to the certificate.</p>

SENATE PROPOSAL FORM FOR (check one):  
 CHANGE IN DEGREE REQUIREMENTS  
 CHANGE IN MINOR  
 CHANGE IN CERTIFICATE PROGRAM  
 (See Instructions on Reverse)

*MRS*

(Do Not Write in This Space) initials/date

ROUTING:  
 Academic Affairs hmm/12-22-98  
 Graduate School \_\_\_\_\_  
 (if applicable) \_\_\_\_\_  
 Senate C&I \_\_\_\_\_  
 Senate \_\_\_\_\_  
 Academic Affairs \_\_\_\_\_

Page 1 of 2

Biology  
 Department

Signed: William D. Deery 12/13/98  
 Department Chair Date

Arts & Sciences  
 School or College

Signed: Martin Gage 12-10-98  
 Dean Date

Undergraduate Certificate in Biotechnology  
 Title of Degree/Minor/Certificate Program

Are other departments likely to be affected by this change? ( ) no ( ) yes--list departments and secure sign-offs

Page number(s) 102 and year 1998-99 of most recent Bulletin listing.  
 & 287

Current Bulletin listing:	Proposed Bulletin listing:	Rationale:
	<p><b>Undergraduate Certificate in Biotechnology</b>            The University offers an undergraduate certificate program for biology majors who are interested in careers in biotechnology including biochemistry, microbiology, molecular biology, cell biology, developmental biology, and molecular evolution.</p> <p><b>Requirements</b>            Undergraduate biology majors must enroll in the Biotechnology Certificate Program after the completion of 60 credit hours. A student will receive the Certificate in Biotechnology by completing the requirements for the bachelor's degree and fulfilling all the science (Biology, Chemistry, Math, and Computer Science) course requirements of the B.S. in biology program. The required biology courses for the certificate are:  <b>Biology</b>            216, Microbiology            218, Microbiology Laboratory</p>	

Current Bulletin listing:

Proposed Bulletin listing:

Rationale:

**328, Techniques in Molecular Biology**

**226, Genetics Laboratory  
327, Introduction to Biotechnology  
375, Techniques in Biochemistry**

**Addition in required new course; change in course from required to elective**

**One of the following two courses:**

**Biology  
326, Gene Expression in Eukaryotes  
338, Gene Expression in Prokaryotes**

**One of the following four courses:**

**Biology  
317, Immunobiology  
335, Molecular Cell Biology  
334, Virology  
376, Topics in Biological Chemistry, or  
Chemistry 372, Advanced Biochemistry**

**One of the following five courses:**

**Biology  
317, Immunobiology  
328, Techniques in Molecular Biology  
334, Virology  
335, Molecular Cell Biology  
376, Topics in Biological Chemistry, or  
Chemistry 372, Advanced Biochemistry**

**Addition of course to allow more flexibility in elective choices for certificate.**

(Minutes to be considered for approval at the Senate meeting on March 16, 1999, 3:15 p.m.)

**SENATE MINUTES  
UM-ST. LOUIS  
February 16, 1999  
3:00 p.m. 126 J. C. Penney**

Dr. Jeanne Morgan Zarucchi, Senate Chairperson, called the meeting to order at 3:04 p.m. Minutes from the previous meeting (held January 19, 1999) were approved as submitted.

Report from the Senate Chair -- Jeanne Morgan Zarucchi

Dr. Zarucchi announced that she attended the meeting of the Missouri Association of Faculty Senates (MAFS) in Columbia. At the MAFS meeting Senate Bill 265 was discussed. Senate Bill 265 has made it through the House Education Committee and is pending in the Missouri Senate. The Bill proposes to add a faculty representative to the Governing Boards (Board of Curators or equivalents) at universities in the state of Missouri. Representatives from the MAFS have asked Dr. Zarucchi to urge interested members of the UM-St. Louis Senate to contact local state representatives. Dr. Zarucchi said that the Senate web page has a link to Bill 265, which includes area representatives' telephone numbers and e-mail addresses.

Dr. Zarucchi congratulated Sue English on her 6-month anniversary as the Senate Administrative Assistant and thanked her for her work on the Senate web page and e-mail communications network.  
*(See Attached-Student Election Subcommittee)*

Report from the Chancellor -- Chancellor Touhill  
*(See Attached)*

Dr. Long asked Chancellor Touhill about the present status of Research II, as a goal on this campus. He said that a year ago President Pacheco reported that before we embark on Research II, an extensive planning process was needed to see if it was even feasible. Dr. Long said that it seemed the Research II status was accepted as a "given" by many people on the faculty.

Chancellor Touhill said that a year before embarking on Mission Enhancement we did have a planning process, and out of that came the Research II ideal. Dean Wartzok commented that our colleagues in Kansas City are maybe 20% ahead of us in terms of external funding, which is the main issue in terms of reaching Research II. Dean Wartzok said that the Spectrum reported that at the Board of Curators meeting President Pacheco complimented Chancellor Schwartz on progress made towards Research II. Dean Wartzok assumes that President Pacheco would have the same opinion of UMSL as UMKC, since we are basically running on parallel tracks. He said that we continue to have new Ph.D. programs approved, which is the other criterion.

Report from the Faculty Council -- Tim McBride

*(See Attached)*

Chancellor Touhill said that she is prepared to talk about a Backstop Plan for the Performing Arts Center with both Budget and Planning and the Faculty Council.

Report from Committee on Committees -- Gail Ratcliff

Dr. James Campbell was elected by acclamation to serve on the Committee on Committees.

Dr. Ratcliff announced that more than one-third of the student Senators were no longer eligible to serve on the Senate and that a ballot was prepared to fill the student vacancies on standing committees. Dr. Martinich moved that we save time and the environment and elect all students on the ballot by acclamation. A voice vote was taken, and all student replacements were elected.

The following committee replacements were elected by acclamation:

Bylaws and Rules-	Shaun O'Hara, Student
Committee on Committees-	James Campbell, Business Administration
Curriculum and Instruction-	Christopher Court, Student
Curriculum and Instruction-	Christopher Fleming, Student
Faculty Teaching and Service Awards-	Joshua Stegeman, Student
Faculty Teaching and Service Awards-	Nichelle Hunter, Student
Physical Facilities and General Services-	Jeff Mitchell, Student
Student Affairs-	Shaun O'Hara, Student
University Relations-	James Simpson, Student
Video and Instructional Technology-	Jacob Parker, Student

Report from Appointments, Tenure, and Promotion -- R. Rocco Cottone

Dr. Cottone thanked Dr. Maryellen McSweeney for tracking down some important documents for the ATP Committee. A resolution proposed by the ATP Committee was distributed.

*(See Attached-Approved Resolution)*

Dr. Connett thanked Dr. Cottone and said that he appreciated his efforts to find out how Executive Order 6A came to be, and supported the resolution so that in the future faculty would be involved in changes to tenure regulations. Dr. Connett said that he was somewhat disappointed that we don't address the fact that we have this order in place, which appeared to have had no faculty involvement. Dr. Connett asked why Dr. Cottone did not include in the Resolution that Executive Order 6A should be brought back for a full discussion. Dr. Cottone said that the ATP Committee has formed a sub-committee to examine all procedures and policies. Dr. Cottone said that at the end of the year they are hoping to come back with recommendations and that it would be premature as a committee to bring forth recommendations without having let the process run its course this year. They may decide that 6A should stand and not be challenged, but Dr. Cottone said that according to Dr. Lemkuhle, there is not much opposition to 6A on the other campuses. Dr. Connett said that he feels there are some serious problems with 6A, and he does not believe it is in the best interest of tenure or the academics of the university.

Dr. Cottone said that the resolution was a result of Dr. Peck's question at the December Senate meeting, when she asked how can we prevent this from happening again. Dr. Cottone said that he and Dr. Peck drafted the resolution so that the IFC could take this and act on it.



Dr. Martinich said that he commended the ATP Committee for investigating this and coming up with this proposal. He thought that the committee is taking the right approach. Dr. Martinich said that we cannot go back to the President or the Board of Curators and simply object to 6A without thinking through specific recommendations. Dr. Martinich said that he feels it would be more effective if we can go back to the IFC with some specific recommendations for change and a rationale.

Dr. Zarucchi asked Dr. Cottone if the Resolution actually addressed 6A, or if it spoke to future changes in regulations. Dr. Cottone said that it speaks to future actions.

Report from Assessment of Educational Outcomes -- William Long  
(See Attached)

Report from Budget and Planning -- Chancellor Touhill  
(See Attached)

Dr. McBride asked if there would be another budget reallocation this year, in light of the Budget and Planning Committee resolution of February 5, 1999. Chancellor Touhill said that the Budget and Planning Committee is advisory to the Chancellor, and she would talk to a variety of people about the resolution. She had in essence said to the Deans, as of last August, that there was a possibility that cost cuts could be at the same level that they are this year. Chancellor Touhill said that she was not prepared at this moment to say what those figures will be, but she has taken the resolution to heart and will get back to Budget and Planning and the Senate to talk about the reallocations, if they happen.

Dr. McBride said that because student hours were up about 2% and student fees were up about 3%, he assumed that the financial situation should be better this year.

Chancellor Touhill replied that she hopes our financial situation will be better, but she is not prepared to say at this moment what it will be. Dr. McBride asked the Chancellor if she knew when the reallocations would be announced. Chancellor Touhill said that she is working on it as fast as she can.

Report from Curriculum and Instruction -- David Ganz  
All action items (see agenda) were approved.

Dr. Connett asked if any statistics courses are required for the Certificate Program in Biochemistry. Dr. Harris answered that the statistics courses are required for the Major but not the Certificate Program. Dr. Ganz said that Biology and Chemistry are listing their courses separately by department.

Dr. Ganz announced that the deadline for new course proposals is March 1, particularly those that have graduate repercussions. If materials are received by Academic Affairs by March 1, and are Graduate in nature, they will have to be forwarded to the Graduate Council. The lead-time on materials that involve Graduate Studies is considerably longer because the Graduate Council has its own subcommittee that reviews this material. All course proposals are then brought back to Academic Affairs and then finally to the Curriculum and Instruction Committee. Undergraduate materials, if they are in by March 1 or shortly after, will be considered for action before the end of

the year. Course proposals that are received by this deadline can be considered by Curriculum and Instruction during the committee's last meeting in April, will make it into next year's bulletin.

Dr. Ganz said that in the next few weeks the Curriculum and Instruction Committee would be discussing two proposals that will be brought to the Senate. One of those items is the allowable time a student may enter a course in a regular semester. Current regulations allow students to enter up until 2 weeks into the regular semester. There has been a lot of opposition and concern about this issue. The committee must finalize this proposal before it can be brought to the Senate; it will be brought to the Senate in March as a first reading and will, hopefully, be voted on at the April Senate meeting. If this proposal is approved it may be implemented as early as winter semester of the year 2000. The Fall schedule is already going to press as we speak.

Dr. Ganz said that the second item that has received a lot of discussion in committee is the "Y and EXC grades" as they currently exist on this campus. Curriculum and Instruction has drafted a proposal that was sent out to the Deans on November 13, with request that they reply by the end of the 1st semester. There was a mixed reaction in terms of how that information was disseminated within the academic unit. The Curriculum and Instruction Committee has heard from many individuals, but the committee has only heard from 1 academic unit, the College of Nursing. All other units have responded by individual response. The committee will digest those responses and report to the Senate in March as a first reading in hopes that it can be voted on at the April Senate meeting.

Dean Wartzok said that the March 1 deadline would work with the Graduate School. Dean Wartzok also said that the Graduate School did reply to the "Y and EXC grades" proposal as a unit.

Report from Faculty Teaching and Service Awards -- Carol Kohfeld

Dr. Kohfeld announced that the Faculty Teaching and Service Awards Committee selected nominees for the Thomas Jefferson Award and the President's Teaching Award, and dossiers were submitted to the System.

Report from Research -- Fred Willman

Dr. Willman announced that the Winter panel has awarded a total of 22 small grants for a total of \$19,654. The panel will meet on Thursday, to consider 28 full research proposals that have been submitted.

Report from Student Publications -- Van Reidhead  
(See Attached)

Report from University Relations -- Terry Jones  
(See Attached)

Dr. Long asked what the cost would be of a one or one-half minute TV spot on one of the local stations. Dr. Jones said that a 30-second spot during peak time, such as the 10:00 p.m. news on the best-rated station Channel 5, cost between \$1,500 and \$2,000. Dr. Long said that he wondered if it would be cost effective to put advertising revenue into the Athletic Program so that we would receive free TV airtime on the sports news like SLUH, who receives very favorable 30-second spots. Vice Chancellor Grace said that he would take it under advisement.

Dr. Spaner asked about the results of the marketing consultant's report and the proposal to spend on advertising. Dr. Jones said that the committee did not raise the dollar issue. They felt that issues of how much money was spent on this activity were more appropriately dealt with by the Senate Budget and Planning Committee, and issues that were specifically targeted at recruiting students, as opposed to positioning the university, were better dealt with by the Senate Committee on Admissions, Recruitment and Financial Aid. A senator responded and said that the correct committee title is Recruitment, Admissions, Retention, and Student Financial Aid.

Dr. Spaner said that one thing not being talked about and not being investigated is why students don't return or why we can't retain them. Dr. Spaner said that an appropriate use of the consultant as well as an appropriate use of the funds would be to target this question. Vice Chancellor Grace said that he and Vice Chancellor Nelson have been co-chairing a task force on enrollment management for about a year, with numerous working groups. This task force will have a report by the middle of March that will be shared with all Senators. Vice Chancellor Grace said that the task force would also have hearings as well to look at the issue of retention and recruitment. This task force has been studying a lot of data and input from departments. Dr. McBride said that he recalled during the December meeting of the Budget and Planning Committee it was discussed that the \$700,000 would be released after the consultant is approved and the plan is in place. Chancellor Touhill said that the decision had not been made.

Dr. Harold Harris commented that our campus has its own media outlet, and he asked why it was not being used for marketing the campus. Dr. Jones said that using KWMU was a topic raised by one of the administrators, and it generated some interesting discussion. Dr. Jones said that any challenge to increase use of KWMU as a promotion instrument for the university would be difficult to achieve, having been witness to some previous attempts to try to make that happen.

Completing the business at hand, the Senate adjourned at 4:07 p.m.

Respectfully submitted,

  
Joyce Corey  
Senate Secretary

**Attachments:**

- 1) Student Subcommittee of Student Senate Elections
- 2) Report from the Chancellor
- 3) Report from the Faculty Council Presiding Officer
- 4) Appointments, Tenure, and Promotion/Senate Approved Resolution 2-16-99
- 5) Report from Assessment of Educational Outcomes
- 6) Report from Budget and Planning
- 7) Budget and Planning Approved Resolution 2-5-99
- 8) Report from Student Publications
- 9) Report from University Relations

Gail Babcock  
Feb. 16, 1999  
Student Subcommittee of Student Senate Elections

I am here today to ask for faculty and administrative assistance with the upcoming student Senate election.

I understand some of you feel that these elections are completely unnecessary due to the current atmosphere of disagreement among students and the faculty and administration with regard to student participation on the Senate. Students feel they get no respect from faculty and administrators. Faculty and administrators feel students are irresponsible and apathetic. These two positions represent a stalemate or impasse unless one side begins to act as if they care about the other side's viewpoint.

I know already that some of the faculty and administrators in this room understand the importance of student participation in governing bodies such as this Senate. I also know that some of you already encourage student participation - I know because of your words and actions. Today, I'm asking you to encourage students to run for office - students that you believe will accept the responsibility of participation along with the benefits of officeholding. I'm also asking you to encourage students to volunteer to help with running the election itself. I also believe it would be of great benefit for students to see participation modeled for them by the faculty and administration. With that in mind, my final request is that those of you who believe that student participation is important volunteer today yourselves to help with the election.

Sign-up sheets in front

Election - March 4th 10am-2pm

5pm-7pm

March 5th 10am-2pm

We need enough volunteers to cover 4 voting stations during each of those times.

Nomination forms for student candidates are in the Student Activities Office

The Office of Undergraduate Studies in Education

The Evening College Office

Deadline for nominations - Feb. 25, 1999 10am.

Mary Lindsley      Marnie Rhae      Myself      Sue English

February 16, 1999  
Senate Remarks  
By Chancellor Blanche Touhill

The site visit by the North Central Association of College and Schools team was concluded last Wednesday and went very smoothly. The team has informed us that they intend to recommend full 10-year re-accreditation for this campus, with no follow up visits and no required interim reports. I would like to extend my thanks to all those who worked so hard and so long on our self-study and to those who helped make the site visit a great success. I am especially appreciative of the work, literally years of work, done by Doug Wartzok and his staff -- especially Mary Ellen Heckel.

As most of you know, Joan Rapp has been on a leave of absence since last July. The University of Cape Town, where she has been visiting, has offered her a permanent position and she has decided to accept. While Joan's resignation is a real loss to this campus, I am sure we all wish her the best as the new Director of Libraries at the University of Cape Town.

Vice Chancellor Nelson will be forming a search committee to conduct a search for Joan's replacement. He will be meeting with the Senate Library Committee to seek their advice.

The new, improved printed summer course schedule is now available on campus as well as being available on the Web. Rather than using a newspaper style, the new schedule has been printed in a booklet format. We felt this made the schedule more user-friendly. The fall schedule should be available by March 8. It, too, will be printed in the booklet format.

Please advise your students that on-campus interviewing for internships, co-op positions and full-time employment starts this week in Career Services and run through April 16. More than 50 companies are participating this year, including Anheuser-Busch, Arthur Andersen, Boeing, Buckeye International, Enterprise and the May Department Stores Company.

I am happy to report that students increasingly are taking advantage of university-sponsored activities. Last month more than 200 students attended the Foreign Language Film Series, the Third Thursday Kaffee Haus in Honors Hall and the Experience St. Louis Program at the Fox Theatre. This Thursday, we expect more than 250 students to attend the lecture featuring Nobel Peace Prize-winner Lech Walesa.

In addition to speaking Thursday, Lech Walesa also will receive the university's Global Citizen award. Last year's recipient, John Hume, went on to become a co-recipient of the 1998 Nobel Peace Prize.

Overall, we expect more than 500 people to attend the various activities associated with Mr. Walesa's visit.

The Alumni Association is encouraging faculty and staff to join with alumni as they travel to Jefferson City February 24 to meet with state legislators about issues affecting the university. The Alumni Association will pay all expenses. During the trip, faculty and staff will be briefed on issues important to the university and will be given a presentation in the Capitol Building on the state's budgeting process.

February 16, 1999  
Senate Remarks  
By Chancellor Blanche Touhill  
Page 2

Our party will leave the Kirkwood Amtrak station about 7:50 in the morning next Wednesday and will return about 8:30 p.m. It's a long day, but a very important activity for this campus.

Please call the alumni office at 5747 if you are interested in helping the Alumni Association make our case to the legislators.

The Alumni Association also has joined with Student Activities to create a week-long Homecoming Celebration. Among the activities are:

- A Homecoming Happy Hour & Dance February 19 beginning at 5 p.m. at the America's Center - Downtown
- An Alumni Night at the Basketball Game February 20. It begins with the women's game at 1 p.m. followed by a 2:30 p.m. buffet and men's game at 3 p.m. -- all in the Mark Twain Building.

Call the Alumni Association Office for more details 314.516.5833.

The Center for International Studies opened a German Culture Center February 1 with a start-up gift from the German Foreign Ministry. The center is located in the Southwestern Bell TeleCommunity Center building.

I continue to be pleased and amazed at the number of university faculty and programs which are featured in the media. In recent weeks. . .

- Rick Rosenfeld from criminology has been featured in both the New York Times and Washington Post, while his colleague Richard Wright was featured on National Public Radio.
- Vicki Sauter of business and Bob Bliss of the honors college were featured in separate article in the St. Louis Business Journal.
- Monica Harris and her colleagues in optometry were featured in the St. Louis Post-Dispatch and on two local television stations for their work with students at the Special School District.
- Dave Robertson, Rich Pacelle and Steve Caliendo of the political science department have been featured on literally every local broadcast news outlet. . . bringing perspective to St. Louisans on the now-concluded impeachment saga.

## PRESIDING OFFICER'S REPORT TO THE SENATE

February 16, 1999

The Faculty Council met on February 11, 1999. Three major agenda items were discussed: concerns about the campus's mail service; a backstop agreement regarding the Performing Arts Center; and the campus's budget processes and policies.

1. Based on an informal survey I conducted over the Faculty Council listserv in December, it appeared that problems have persisted with the campus's mail service. Faculty members in five units reported that a significant percentage of mail delivered to their units was actually addressed elsewhere. When I polled these individuals again in January, it appeared that the situation had improved somewhat, but that problems continued. In the Council's meeting of February 11, several faculty members reported problems with mail service. Based on this information, I have asked Bill Connett, chair of the Senate Physical Facilities Committee, to conduct a campus-wide survey to determine the nature and extent of the mail service problems, if any exist. Soon I will meet with Bill to discuss this matter further.
2. At her presentation to the Faculty Council on November 13, 1998, Chancellor Touhill indicated that she would be willing to make a firm commitment that no portion of the current operating budget of the campus would be used in the event that the Performing Arts Center were to show operating losses. Her statement was instrumental in laying to rest the controversy over the PAC on our campus. On the basis of a resolution passed by the Council at its December 3 meeting, I wrote letters to the Chancellor on December 21 and January 18, requesting that she put into writing her commitment to backstop the Center. I had received no replies by the Council's meeting last week, though the Chancellor has verbally expressed her willingness to meet with the Council. After an extensive discussion, on February 11 the Council instructed me to write again to the Chancellor, to re-emphasize the Council's request that she put a backstop agreement in writing.
3. The Faculty Council conducted an extended discussion of the campus's budget processes and policies. A strong consensus exists that the campus should operate on a "pay as you go" principle that would require the campus to invest in new programs at a rate not to exceed its annual growth in revenues. Several faculty members talked about the effects of the annual reallocations that have been imposed in the last several years. This discussion will continue at the next meeting of the Council, on March 11. I want to remind all of you that the meetings of the Council are open to all faculty members.

Thank you.

**Approved by the Senate of the University of Missouri-St. Louis on 2-16-99**

**RESOLUTION of the Senate of the University of Missouri-St. Louis**

**WHEREAS** the University of Missouri system "Regulations Governing Application of Tenure" (section 310.020) clearly state that Board of Curators "recognizes that matters related to faculty status are primarily a faculty responsibility";

**WHEREAS** the University of Missouri system Executive Order (number 6A) on "Policy and Procedures for Promotion and Tenure" (section 320.035) was implemented without the counsel, advice, or approval of the faculty of the University of Missouri-St. Louis (through its representative bodies);

**WHEREAS** regulations, policies, and procedures related to appointments, tenure, and promotion have major implications for the future of the University;

**BE IT RESOLVED THAT** the Senate asks the University of Missouri Intercampus Faculty Council to request that the University of Missouri system administration will fully consult with the faculty and seek the approval of the faculty of the University of Missouri (through its representative bodies) regarding any proposed changes of regulations, policy, or procedures pertaining to appointments, tenure, and/or promotion of faculty members.



## Assessment of Educational Outcomes

The Senate Committee on Assessment of Educational Outcomes has written a letter to Vice Chancellor Nelson requesting that someone be assigned to the specific task of gathering and analyzing data gathered from the many university assessments of student outcomes and opinions. At present, instructional research and statistical analyses are accomplished on an ad hoc basis.

1. Currently, data for the assessment instruments are only sporadically analyzed.
2. A study of available instruments is necessary but has not been conducted.
3. Accreditation agencies such as North Central Association and the National Council for the Accreditation of Teacher Education expect the assessment process to ultimately improve education of students. Unless we have a means of interpreting data from testing to our departments, changes, and improvements will take place by happenstance rather than in an organized, purposeful manner.
4. Design and creation of more effective assessments is timely and necessary.

Other issues include the formulation of reports for enrollment, management and retention as well as those reports required by state agencies such as the legislature, the Coordinating Board of Higher Education and the Department of Elementary and Secondary Education.

## REPORT OF THE SENATE BUDGET AND PLANNING COMMITTEE

February 16, 1999

The Senate Budget and Planning Committee met on Friday, February 5, 1999. This meeting was the first of a series of meetings scheduled throughout this semester to discuss various items suggested by the members of the Committee. Prior to the February 5<sup>th</sup> meeting, Dr. Dennis Judd proposed a budget resolution which was considered at the meeting. This resolution calls for the campus to follow a "pay as you go" principle for new initiatives outside of the "core programs." Core programs was defined by the Committee as those academic programs and initiatives in the schools and colleges presently offered by the campus. This resolution would apply to new initiatives, i.e., initiatives other than what is presently being offered.

The resolution states:

- overall campuswide reallocations will occur only under exceptional circumstances;
- each new initiative that may require reallocations must be brought before the committee
- reallocations must not be imposed on a percentage basis across units and must identify the program and/or services to be cut and each reallocation must be brought before the committee for its recommendation.

The Committee agreed that:

- this resolution applies to both rate and cost cuts
- this resolution does not apply to the Chancellor making adjustments among deans and their units.

The resolution was passed unanimously by the Senate Budget and Planning Committee and the approved resolution is attached to my report.

Also at the February 5<sup>th</sup> meeting, the Committee discussed of the position paper presented by Professor Tim McBride on the enrollment shortfall.

There are six additional 2 hour meetings of the Committee scheduled for this semester. This concludes my report.

## **BUDGET AND PLANNING COMMITTEE RESOLUTION**

Unanimously passed by the Budget and Planning Committee on February 5, 1999

WHEREAS for the last several years the University of Missouri-St. Louis administration has imposed overall campuswide budget reallocations even though the campus's revenues have increased each year;

WHEREAS these reallocations have weakened core programs and services on the campus;

WHEREAS WE FIND THAT a primary cause of reallocations has been the fact that the cost of new initiatives has exceeded the rate of increase in campus revenues;

THEREFORE BE IT RESOLVED THAT the Budget and Planning Committee recommends to the Chancellor that the campus follow a budgetary policy based upon a "pay as you go" principle, with the following components: (1) overall campuswide reallocations will occur only under exceptional circumstances, (2) each new initiative that may require reallocations must be brought before the committee for its recommendation; (3) reallocations must not be imposed on a percentage basis across units, but must instead identify the specific programs and services to be cut, and each reallocation must be brought before the committee for its recommendation.

## REPORT FROM THE SENATE COMMITTEE ON STUDENT PUBLICATIONS

February 16, 1999

The Student Publication Committee met twice in the Fall semester, first to review committee duties and second to review the budget of the Current. Our next meeting is scheduled for March 3rd, at which time we will review the interview and hire procedures for the position of Editor-in-Chief of the 1999-2000 Current.

**Current Budget:** On November 20, 1998 the Committee conducted a review of the Current budget. At that time there was a sound positive balance. Historical data as well as current year projections were provided. From these data we were satisfied that the Current is being managed in a financially responsible manner and that it will finish the fiscal year in the black. In light of the impressive job that the Current's all-student staff does in maintaining the paper's solvency, we want to formally acknowledge the exemplary budget management of:

- Mr. David Baugher, Editor-in-Chief, a major in the Department of Communication, and
- Ms. Pamela White, Business Manager, a major in Accounting.

We also want to formally acknowledge the marketing and sales skills and hard work of the advertising staff, who sustain the Current's healthy cash flow, namely:

- Mr. Thomas Wombacher, Advertising Director, a major in the Department of Music, and
- Ms. Mary Lindsley, Advertising Associate, a major in Marketing.

**Editor-in-Chief Recruitment:** Under the leadership of David Baugher, the Current is now running ads seeking applications for a new Editor-in-Chief to manage the paper through the 1999-2000 year. Senators are invited to encourage students to apply for this position. Applications will be accepted at the Current through March 5th and should be addressed to the attention of David Baugher.

## REPORT TO THE UNIVERSITY SENATE

### Committee on University Relations February 16, 1999

The Senate Committee on University Relations met February 12, 1999 to review the Draft Marketing Plan for the University of Missouri-St. Louis. In addition to Vice Chancellor Kathy Osborn, an ex officio member of the Committee, Vice Chancellors Gary Grace and Jack Nelson and University Relation staff members Bob Samples, Cindy Vantine, and Maureen Zegel also attended the meeting. Also attending was Scott Dieckgraefe, Vice President and Director of Media Services for Adamson Advertising, the external consultant on this assignment.

The discussion concentrated mostly on the external consultant's recommendations about the "positioning statement" for UM-St. Louis. For the primary positioning statement to be used in building the University's image as well as recruiting and retaining students, the consultant suggests "The University of Missouri-St. Louis's academic quality is high and the costs are reasonable (and) it is unquestionably St. Louis's best education value."

As a secondary position statement for image and community campaigns, the consultant advocates "The University of Missouri-St. Louis works closely with the government, regional businesses, research and cultural institutions, offering student internships and other experiences to enhance their learning and future career opportunities (and) the University of Missouri-St. Louis is providing partnerships for a brighter future."

In both recommendations, the consultant stresses that the precise wording is yet to be drafted.

The Committee expressed two concerns. First, any marketing stressing the reasonableness of the educational costs at UM-St. Louis needs to be very careful to avoid connotations that we are cheap or shoddy. The consultant agreed that this is a potential danger but that the advertising firm was confident that such an unfortunate impression could be avoided.

The second concern was there has been inadequate research on what specific messages best convey the institution's quality to external audiences. A lively discussion at the meeting generated numerous items that express UM-St. Louis' quality but there was general agreement that none of the participants knew which would work best with potential students or the general public. Both the consultant and the Office of University Relations indicated that they were open to more research on this point and would consider conducting it.

The Committee will meet in April to review the Office of University Relation's activities for the current fiscal year and provide advice for priorities for the next fiscal year.

E. Terrence Jones, Chair

February 16, 1999

Senate Remarks  
By Blanche Touhill

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## University Senate

### UNIVERSITY SENATE UM-St. Louis Agenda

8001 Natural Bridge Road  
St. Louis, Missouri 63121-4499  
Telephone: 314-516-6769  
Fax: 314-516-6769  
E-mail: senate@umsl.edu

The Senate will meet at 3:15 p.m. on Tuesday, March 16, 1999 in 78 J.C. Penney.

- I. Approval of Minutes from Previous Meeting
- II. Report from the Senate Chair -- Jeanne Morgan Zarucchi  
*Referendum Results*
- III. Report from the Chancellor -- Chancellor Touhill
- IV. Report from the Faculty Council Presiding Officer -- Dennis Judd  
*Recommendation of Reform for University Governance*  
*Lack of Written Response on Backstop Resolution*
- V. Report from the IFC Representative -- Paul Roth
- VI. Report from the SGA President -- Jim Avery  
*SGA New Constitution, Trip Report-Visit to Rolla and Columbia*
- VII. Reports from Standing Committees:
  - A. Budget and Planning -- Chancellor Touhill
  - B. Committee on Committees -- Gail Ratcliff  
*Recommendation to Restructure the Executive Committee (See Attached)*
  - C. Computing -- Susan Sanchez  
*Resolution-Laptop Computers*
  - D. Curriculum and Instruction -- David Ganz  
*First Reading-To Abolish the EXC and Y Grades, and Create the Grade of W (See Attached)*  
*First Reading-Last Day to Register for a Class (See Attached)*  
*Course Proposals (Action Items-See Attached)*  
*Proposed Academic Calendar (Action Item-See Attached)*
  - E. Executive Committee -- Jeanne Morgan Zarucchi
  - F. Faculty Teaching and Service Awards -- Carol Kohfeld  
*Announcement of Deadline for the Emerson and Governor's Awards*
  - G. University Libraries -- Harold Harris  
*Recruitment of New Librarian*  
*Intellectual Property Rights Meeting on March 16*
- VIII. Other Business

## **Recommendation from the Senate Committee on Committees**

**March, 1999**

The Senate Committee on Committees met in December to discuss the inflated size of the Senate Executive Committee, which now consists of 25 members. The Committee on Committees unanimously recommended a reduction in the size of the Executive Committee. In assessing the need for chairs of standing committees to serve on the Executive Committee, we selected those committees which deal with **policy** issues. (Of course, chairs of other standing committees may be invited to attend Executive Committee meetings when policy matters related to their committees are discussed.)

We recommend that the Executive Committee consist of the following:

Senate Chairperson  
Senate Secretary  
Faculty Council Presiding Officer  
SGA President

Chairs of the following standing committees:

Appointments, Tenure and Promotion  
Budget and Planning  
Bylaws and Rules  
Computing  
Curriculum and Instruction  
International Relations  
Physical Facilities  
Recruitment, Admissions, ...  
Student Affairs  
University Libraries  
University Relations

## DRAFT

### Proposed Changes in the Grading System at UM - St. Louis For Individuals Who Leave Courses in Which They are Officially Enrolled

*Recommendation:* To abolish both the "EXC and "Y" grades, and create the grade of "W".

We believe that the procedures described below will promote uniformity in the way students are graded upon their official departure from courses, be a clearer way to process students' officially leaving a course, and be subject to less overall abuse.

The delayed ("DEL") grade would remain intact.

All time references are in the context of a regular semester.

During weeks 1, 2, 3 & 4 of a regular semester, an individual who *officially* leaves a course is defined as having "dropped" the course--no permissions are required and nothing appears on the student's permanent record card regarding the course which is dropped. A student may drop a course at the registration office, an academic advising office, using TRAIN (phone registration system) or STARUMSL (student computing labs). This is the existing policy which we support.

During weeks 5 through 12 of a regular semester, an individual who *officially* leaves a course is said to "withdraw." The individual's name is included on the official class roll and the name will appear on the grade sheet issued at the end of the semester. The date of withdrawal is noted on the grade sheet. Present policy results in a student being assigned either an "EXC" (excused) grade or a grade of "F." The "F" is calculated into the student's grade point average; the excused grade has no impact on one's grade point average. **We are recommending a change.** No permission would be required and a grade of "W" would automatically be assigned with the processing of the withdrawal. The "W" grade would have no effect on one's grade point average; both the course and the "W" grade would appear on the permanent record card. Faculty members would be notified immediately upon the student's withdrawal from the course.

Presently there are no withdrawals after the twelfth week except in extenuating circumstances as determined by the dean's office. In most academic units, the determination of whether the circumstances are or are not extenuating is delegated to the instructor of the course. If approval is granted, the grading is as described in the first part of the preceding paragraph. **We are recommending a change** which would automatically delegate the determination of whether or not there are extenuating circumstances to the course instructor. If the instructor approves of the late withdrawal, the "W" grade (described above) would be assigned with the assigning of grades at the end of the semester; if the instructor does not approve, a "regular" grade is assigned at the conclusion of the semester. Regular grades are: "A," "A-," "B+," "B," "B-," "C+," "C," "C-," "D+," "D," "D-" and "F."



## Proposed Changes in the Grading System

Page 2

If a student neither *officially* drops nor withdraws from a course, but stops attending, the faculty member will need to determine whether or not there is basis for a grade. If there is basis for a grade, a regular grade is assigned at the end of the term. If there is no basis for a grade, the instructor currently assigns a grade of "Y". This grade changes to an "F" at the end of one year unless changed by the instructor to an "EXC" (grade change form) accompanied by an approved withdrawal from the course. **We are recommending a change.** We recommend that a regular grade be assigned if there is basis for a grade; if not, that the "Y" grade be eliminated and replaced with the assigning of a grade of "W". The "W" would be a *permanent* entry on one's permanent record card, and would have no impact on one's grade point average. It would *not* change to an "F". [Note: current policy results in the "Y" grade administratively changing to "F." There are times when the "Y" grade is *administratively assigned* even though a faculty member has no intent for a grade of "F" to be the desired outcome. For example if an instructor assigns no grade, the registrar has been instructed to assign a grade of "Y" which ultimately becomes a grade of "F." Also, if a faculty member assigns an "EXC" grade to a student who has not *officially* withdrawn from the course, the "EXC" is not able to be processed by the registrar's office and is changed to a "Y" by that office which effectively assigns the student a grade of "F."] ]

## DRAFT

### Proposed Policy Regarding Entering Classes Following the First Week of a Regular Semester

The Senate recommends that procedures be implemented whereby an Academic Unit (AU) may prohibit students from enrolling in specific courses following the end of the first week of a regular semester.

Suggested implementation procedures as discussed by C & I and the Office of the Registrar:

*Present University of Missouri - St. Louis policy allows an undergraduate to enter a course through the end of the second week of a regular semester. No instructor permission is needed even though many faculty feel very strongly that individuals should not be allowed to enter a course for this extended period. To establish a policy which allows a student to enter a course beyond the end of the first week of a regular semester without the consent of the instructor places the burden on the student to get permission to enter the course during the second week even though some faculty may be willing to admit during the second week without specific permission being granted. As a compromise it is suggested that students do not have a "right" to enter courses after the end of the first week unless an academic unit allows such enrollments. To that end, the following implementation procedures are recommended:*

*When the schedule of courses is being composed, academic units will designate whether or not admission to specific courses during the second week of a regular semester is practical.*

- a. If yes, the allotment for the course will reflect the maximum number of students admissible through the second full week of classes in a regular semester.*
- b. If no, the allotment for the course will reflect the maximum number of students admissible through the first full week of classes in a regular semester.*

*Implementation: at the end of the first week of classes in a regular semester, the Office of the Registrar will adjust allotments for one week courses to five fewer than the number actually enrolled as of the end of the first week. This will result in showing the class to be five over enrolled. If persons drop the course during the second week, the class will still reflect as closed (unless more than five persons drop during week two). By virtue of the class being closed, individuals will not be able to enroll in these classes subsequent to week one without the written permission of the instructor.*

*This latter process allows individuals to register during the second week only for those specific sections where the academic unit has indicated in advance willingness to have students so-admitted.*

*Academic units can revise their lists any time a new schedule is being prepared. In the absence of a revised list, the registrar will use the last submitted list in noting which courses may not be entered following the first week of classes in a regular semester. The printed schedule of courses should note, following the prerequisites, which courses may not be entered subsequent to week one.*

*Proposed implementation date: Winter semester, 2000. (The Intersession, Summer and Fall Semester, 1999 schedules have already or are currently being set up in the Student Information System.)*

**REPORT FROM THE COMMITTEE ON CURRICULUM AND INSTRUCTION**  
**March 16, 1999**

I. The Committee recommends Senate approval for the following proposals:

A. New Degree Program

1. Master of Science in Computer Science

B. Change in Degree Requirements

1. Master of Social Work - Graduate
2. Graduate Studies in Mathematics

II. Housekeeping:

A. Change in Degree Requirements

1. Master of Education in Education Administration

III. The Committee wishes to inform the Senate of the following course actions that were effected by the Committee:

<b>Curricular Designation/Number</b>	<b>Add/Drop/Change</b>	<b>Course Title</b>	<b>Credit Hours</b>
Computer Science 413	Add	Advanced Data Structures and Algorithms	3
Computer Science 432	Add	Introduction to Evolutionary Computation	3
Computer Science 434	Add	Introduction to Machine Learning	3
Computer Science 436	Add	Expert Systems	3
Computer Science 438	Add	Introduction to Neural Networks	3
Computer Science 440	Add	Computer Vision	3
Computer Science 442	Add	Visual Data Processing	3
Computer Science 444	Add	Pattern Recognition	3
Computer Science 450	Add	Software Engineering	3
Computer Science 452	Add	Object Oriented Analysis and Design	3
Computer Science 454	Add	Software Systems Architectures	3
Computer Science 456	Add	Software Development Processes	3
Computer Science 461	Add	Advanced Databases	3
Computer Science 462	Add	Intelligent Information Retrieval	3
Computer Science 464	Add	Multimedia Information Systems	3
Computer Science 470	Add	Computer Systems	3
Computer Science 474	Add	Parallel and Distributed Computing	3
Computer Science 476	Add	Advanced Operating Systems and Network Management	3
Computer Science 487	Add	Computer Science Seminar	1-3
Computer Science 488	Add	Computer Science Independent Project	1-3
Computer Science 489	Add	Topics in Computer Science	1-3
Computer Science 490	Add	Thesis	1-6

**REPORT FROM THE COMMITTEE ON CURRICULUM AND INSTRUCTION**

March 16, 1999

Page 2

<b>Curricular Designation/Number</b>	<b>Add/Drop/Change</b>	<b>Course Title</b>	<b>Credit Hours</b>
Counselor Education 442	Change in title, prerequisite, description	Career Information and Development (formerly Career Information)	3
Counselor Education 443	Change in title, prerequisite, description	Advanced Career Development (formerly Career Development)	3
Counselor Education 444	Add	Career Assessment in Counseling and Rehabilitation	3
ED ADM 411	Add	Foundations of School Administration I	1
ED ADM 412	Add	Foundations of School Administration II	1
ED ADM 413	Add	Foundations of School Administration III	1
ED ADM 414	Drop	Foundations of School Administration	3
ED ADM 421	Add	Knowledge Contexts of Education Administration and Policy	3
ED ADM 422 (formerly 411)	Change in number, title, prerequisite, description	Social Contexts of Education (formerly Organizational Theory and Analysis in Education)	3
ED ADM 423 (formerly 416)	Change in number, title, prerequisite, description	Political Contexts of Education (formerly Policymaking in Education)	3
ED ADM 424 (formerly 465)	Change in number, title, prerequisite, description	Economic Contexts of Education (formerly State and Federal Financing of Public Education)	3
ED ADM 425 (formerly 460)	Change in number, title, prerequisite, description	Legal Contexts of Education (formerly School Law)	3
ED ADM 431 (formerly 435)	Change in number, prerequisite	Education Administration Policy Research	3
ED ADM 432 (formerly 441)	Change in number, prerequisite	Elementary School Administration	3
ED ADM 433	Add	Middle School Administration	3
ED ADM 434 (formerly 451)	Change in number, prerequisite	Secondary School Administration	3
ED ADM 435 (formerly 430)	Change in number, prerequisite	School District Administration	3
ED ADM 441 (formerly 471)	Change in number, prerequisite, description	School Staff Development and Supervision	3
ED ADM 442 (formerly 470)	Change in number, prerequisite	School Personnel Administration	3
ED ADM 443 (formerly 432)	Change in number, prerequisite	Problems in School Public Relations	3
ED ADM 444 (formerly 473)	Change in number, prerequisite	Collective Negotiations in Educational Organizations	3
ED ADM 445 (formerly 456)	Change in number, prerequisite	Extracurricular Activities	3
ED ADM 446 (formerly 422)	Change in number, prerequisite	Leadership in Educational Administration	3

**REPORT FROM THE COMMITTEE ON CURRICULUM AND INSTRUCTION**

March 16, 1999

Page 3

<b>Curricular Designation/Number</b>	<b>Add/Drop/Change</b>	<b>Course Title</b>	<b>Credit Hours</b>
ED ADM 451 (formerly 466)	Change in number, prerequisite	Principles of Public School Finance in Missouri	3
ED ADM 452 (formerly 475)	Change in number prerequisite, description	School Building and Sites	3
ED ADM 453 (formerly 425)	Change in number, prerequisite	Organizational Change in Education	3
ED ADM 461 (formerly 480)	Change in number, prerequisite	Administration of Adult and Community Education	3
ED ADM 462 (formerly 481)	Change in number, prerequisite	Programming in Community and Adult Education	3
ED ADM 463 (formerly 485)	Change in number, prerequisite	Financing of Community Education	3
ED ADM 473	Add	Curriculum in Higher Education	3
ED ADM 474	Add	The College Student	3
ED ADM 476	Add	Organization and Administration of Higher Education	3
ED ADM 477	Add	History and Philosophy of American Higher Education	3
ED ADM 481	Add	Education Administration Doctoral Seminar	1-6
ED ADM 482	Add	Education Policy Studies Seminar	1-6
ED REM 321 (formerly 310)	Change in number, prerequisite, description	Interpretation of Educational Tests and Measurements	3
ED REM 330	Change in prerequisite, description	Educational Statistics	3
ED REM 412	Change in title, prerequisite, description	Evaluation of Data Analysis Computer Programs (formerly Evaluation and Applications of Computers in Education)	3
ED REM 420	Change in prerequisite, description	Classroom Measurement and Evaluation	3
ED REM 421	Change in prerequisite, description	Educational and Psychological Measurement	3
ED REM 422	Change in prerequisite, description	Individual Assessment of Cognitive Abilities	3
ED REM 431	Change in title, prerequisite, description	Educational Research Methods and Design (formerly Educational Research Methods I)	3
ED REM 432	Add	Survey Research Methods in Education	3
ED REM 441	Add	Action Research in Education	3
ED REM 442 (formerly 436)	Change in number	Nonparametric Statistics in Education	3
ED REM 451	Add	Educational Program Evaluation	3
ED REM 460 (formerly 429)	Change in number prerequisite, description	Advanced Test Theory in Education	3
ED REM 471 (formerly 432)	Change in number, title, prerequisite, description	Quantitative Research Methods I (formerly Educational Research Methods II)	3

**REPORT FROM THE COMMITTEE ON CURRICULUM AND INSTRUCTION**

March 16, 1999

Page 4

<b>Curricular Designation/Number</b>	<b>Add/Drop/Change</b>	<b>Course Title</b>	<b>Credit Hours</b>
ED REM 472 (formerly 433)	Change in number, title, prerequisite, description	Quantitative Research Methods II (formerly Educational Research Methods III)	3
ED REM 473 (formerly 435)	Change in number, title, prerequisite, description	Quantitative Research Methods III (formerly Multiple Linear Regression in Education)	3
ED REM 481	Add	Qualitative Methods in Educational Research I	3
ED REM 482 (formerly 437)	Change in number, title, prerequisite, description	Qualitative Methods in Educational Research II (formerly field Based Research Methods)	3
English 317	Change in title, hours, description	Topics in the Teaching of Writing (formerly Writing Project Workshop)	1-3
English 319	Change in prerequisite	Editing	3
English 457	Add	Graduate Workshop in Nonfiction	3
Gerontology 300a	Add	Mechanisms of Aging I: The Aging Body	1
Gerontology 300b	Add	Mechanisms of Aging II: The Aging Brain	1
Gerontology 300c	Add	Mechanisms of Aging III: Diseases of Aging	1
Gerontology 390	Add	Directed Readings	1-3
Mathematics 406	Add	Computational Harmonic Analysis	3
Mathematics 407	Add	Time-Frequency Analysis	3
Mathematics 408	Add	Advances in Wavelet Analysis	3
Phys Ed 331	Add	Adult Exercise Leadership	3
Political Science 209	Add	American Government for the Secondary Classroom	3
Political Science 406	Add	Survey Research Methods	3
PPA 365	Change in prerequisite	Introduction to Econometrics	3
Secondary Education 209	Add	American Government for the Secondary Classroom	3
Sociology 432	Add	Survey Research Methods	3
SPC ED 405	Add	Introduction to Braille	4
SPC ED 431	Change in title, description	Education of Learners with Developmental Disabilities (Education of Individuals with Mental Retardation)	3
SPC ED 462	Change in prerequisite, description	Introduction to Early Childhood Special Education	3
SPC ED 481	Add	Introduction to Orientation and Mobility	3
SPC ED 483	Add	Instructional Strategies and Technology for Students with Visual Impairment	4
SPC ED 490	Change in prerequisite, description	Internship	1-10
SPC ED 493	Add	Practicum with Students with Visual Impairment	6

**SENATE PROPOSAL FORM FOR** (check one): ( x ) NEW DEGREE PROGRAM  
 ( ) NEW MINOR  
 ( ) NEW CERTIFICATE PROGRAM

*MS*

(Do Not Write in This Space)  
 initials/date

**ROUTING:**  
 Academic Affairs hmm 12/2/99  
 Graduate School (if applicable) DW <sup>me</sup> 12/19/99  
 Senate C&I \_\_\_\_\_  
 Senate \_\_\_\_\_  
 Academic Affairs \_\_\_\_\_  
 (effective date: \_\_\_\_\_)

Page 1 of 4

Mathematics and Computer Science  
 Department

Signed: *Roy Ball* 1/4/99  
 Department Chair Date

College of Arts and Sciences  
 School or College

Signed: *Martin Sage* 1/25/99  
 Dean Date

Master of Science in Computer Science  
 Title of Degree/Minor/Certificate Program

Are other departments likely to be affected by this proposal? ( ) no ( x ) yes — list departments and secure sign-offs

Management Science and Information Systems

*James Colwell*

Rationale for proposed new degree/minor/certificate:

Adds the curriculum for the Master of Science in Computer Science

Program description for Bulletin:

**Degree Requirements**

**Master of Science in Computer Science**

Candidates for the M.S. degree in Computer Science must complete 30 hours of coursework, subject to the Graduate School regulations. All courses numbered below 400 must be completed with grades of at least "B". Outside of Computer Science, up to 6 hours of related coursework is allowed upon permission of the Graduate Director.

Students must pass the following core requirements. Waiving or substituting for a specific requirement can be done on the basis of prior coursework or experience (at the discretion of the Graduate Director), but it will not reduce the total hours required for the degree.

1. Operating Systems (CS 376 or CS 476)
2. Programming Languages (CS 325)
3. Computer Systems (CS 470)
4. Software Development (one of CS 450, CS 452, CS 454, or CS 456)
5. Advanced Data Structures and Algorithms (CS 413)





To: Sue English  
From: Ray Balbes *RP*  
Date: March 8, 1999  
Subject: Justification for an MS in Computer Science

The explosive growth in the use of computers has made the study of computing today's most rapidly developing scientific/technological discipline. It is therefore essential that universities produce computer scientists who will be capable of meeting present needs, and who will be able to play leading roles in the future. This is particularly important in St. Louis, a city in which there are a number of large companies who have very substantial interests in the future of computing. While names such as Boeing, Monsanto, Emerson Electric and Southwestern Bell come immediately to mind when one thinks of high technology, they are only the most well known of such companies. The St. Louis Regional Commerce and Growth Association has identified 242 organizations with 50 or more employees that have a continuing need for highly trained computer science personnel. Many of these companies (including a leading credit card company and a major phone company) are so desperate for highly qualified computer scientists that they are offering their own employees bonuses if they recommend candidates who are hired and stay 6 months. It is crucial that the University of Missouri-St. Louis be able to provide such people. Smaller companies are increasing their demand for computer scientists as well.

Presently this campus offers the degree of Bachelor of Science in Computer Science. The program has proved to be very popular with students and, perhaps more importantly, with potential employers of these students. At a number of companies one now finds departments where the majority of workers are graduates of our program. Employees of the various corporations in the area have come to depend on our courses as a way of updating and upgrading their skills. Unfortunately the Bachelor's degree program is, by its very nature, limited in terms of the advanced courses it can provide and it is often precisely these sorts of offerings that are most in demand. There is no better way to serve the citizens of Missouri than to supply the highly trained workforce, that *is already needed*, to meet the increasing demands of a world economy.

The job market for highly trained computer scientists is very strong. Greg McDonnell, a senior consultant at a prestigious recruiting firm says "The market is absolutely on fire ... there are actually three markets right now: the mainframe, the midrange and the PC/Unix server. "The market for highly qualified individuals is also changing so that traditional programming is just one aspect of a broad spectrum of necessary skills which includes networking, operating systems, object oriented programming, graphical interface design, robotics, and Internet applications. In Missouri, according to an article in a national computer magazine article "There's a ton of permanent positions compared to two or three years ago.

The *1998-99 Occupational Outlook Handbook* predicts that computer scientists, computer engineers and systems analysts will be among the occupations with the highest percentage increases in new jobs from now till at least the year 2006. But, they also call for people able to assume the responsibilities of leadership in this rapidly changing area. For, needless to say, if high quality leaders are not produced then the potential of these remarkable developments will not be fully realized.

## Justification for an MS in Computer Science

It is a major goal of the proposed program to provide an environment where the qualities of leadership might develop. By offering the opportunity to study a particular area within computer science in depth, and then, to complete a significant project under expert guidance, the proposed program should put its students in a position to assume important roles in their profession.

SENATE PROPOSAL FORM FOR (CHECK ONE): (X) CHANGE IN DEGREE REQUIREMENTS  
 ( ) CHANGE IN MINOR  
 ( ) CHANGE IN CERTIFICATE PROGRAM

*MFB*

(DO NOT WRITE IN THIS SPACE)  
 Initials/Date

Page 1 of 7

Social Work Masters Program  
 Department

College of Arts & Sciences  
 School or College

Signed: *Jean Hashemi*  
 Department Chair Date

Signed: *Martin Angel* 11-10-98  
 Dean Date

ROUTING:  
 Academic Affairs Lmm / 11/24/98  
 Graduate School  
 (if applicable) DW<sup>msl</sup> / 12/19/99  
 Senate C&I \_\_\_\_\_  
 Senate \_\_\_\_\_  
 Academic Affairs \_\_\_\_\_

Master of Social Work - Graduate

Title of Degree/Minor/Certificate Program

Are other departments likely to be affected by this change? ( ) no (X) yes -- list departments and sign-offs

Page number(s) 264 and year 98-99 of most recent Bulletin listing

Current <u>Bulletin</u> listing:	Proposed <u>Bulletin</u> listing:	Rationale:
	<p><b>Graduate Studies</b>  <b>Master of Social Work</b></p> <p><b>Admission Requirements</b>            Admission to the M.S.W Program requires admission to the University of Missouri-St. Louis Graduate School and acceptance by the Department of Social Work. Applicants to the program must meet the following requirements to be considered for admission: (1) completion of a bachelor's degree from a college or university accredited by a recognized regional accrediting organization;</p>	<p>Addition: Proposed changes reflect Addition of MSW program, MSW level Courses, and departmental updates.</p> <p>Addition</p>

Current Bulletin Listing:	Proposed Bulletin Listing:	Rationale:
	<p>(2) completion of a liberal arts education including courses in the humanities, the social and behavioral sciences, and the physical sciences, including a course in human biology or one that had substantial human biology content; (3) attainment of a cumulative grade point average of at least 2.75 on a 4.0 scale for all undergraduate course work and attainment of a grade point average of 2.75 on a 4.0 scale in the major field; (4) submission of scores from the Graduate Record Exam (i.e., verbal, quantitative and analytical sections of the General Test); and (5) submission of the following documents by the admission deadline: (a) a completed application to the UM-St. Louis Graduate School and a completed M.S.W. supplemental application, (b) three letters of reference, (c) a written personal statement</p> <p>(d) official transcripts from all colleges and universities attended, (e) official GRE scores, taken no more than five years prior to application to the program, and (f) applicable fees.</p> <p><b>Application Deadline</b> The deadline for application to the MSW program is March 15 for admission in the following Fall semester.</p>	<p><i>Addition: Proposed changes reflect addition of MSW program, MSW level courses, and departmental updates.</i></p> <p><i>Addition: Similar deadline as other social work programs in the area and the UM social work programs.</i></p>

**Admissions to the Advanced Standing Program**

Applicants with BSW, BASW, or BSSW, from an accredited social work program may be given up to 21 credit hours of advanced standing for foundation social work courses. Admissions to the advanced standing program is available to applicants who meet the general admission requirements and who: (1) have earned a bachelor's degree in social work accredited by the Council on Social Work Education within five years of applying to the MSW Program; and (2) have earned a grade point average of at least 3.0 on a 4.0 scale in the social work foundation curriculum, and no less than a B on all courses that are applicable.

**Course Waivers**

A student who does not have a Bachelor's degree in social work but who can document successful completion (with at least a B) of foundation courses from an accredited B.S.W. program within the last five years will be given course waivers and be allowed to take electives instead of these courses.

Students from non-accredited B.S.W. programs or students who have taken comparable course work in other undergraduate programs may take place-out examinations for select foundation courses; waivers will be given if students successfully pass place-out examinations. The waiver does not provide graduate credit; it is a mechanism for allowing elective courses to be substituted for required foundation courses.

*Addition: Proposed changes reflect addition of MSW program, MSW level courses, and departmental updates. Advanced standing is standard practice in MSW programs.*

*Addition: Proposed changes reflect addition of MSW program, MSW level courses, and departmental updates.*

*Addition: Proposed changes reflect addition of MSW program, MSW level courses, and departmental updates.*

	<p>Academic credit cannot be given for life experience and previous work experience, in whole or in part, in lieu of field practicum or foundation year courses.</p> <p><b>Degree Requirements</b>  The M.S.W. is a two-year program comprising a foundation year and a concentration year. All students are required to take the foundation year courses that provide a common base of knowledge across all practice settings and populations. Beyond the general requirements of the Graduate School, the department requires a minimum of 60 semester hours of course work, of which 45 must be at the 400 level and 45 must be in social work or cross-listed with social work, including the following foundation courses:</p> <p>315 Diversity and Social Justice  410 Social Policy and Social Services  418 Foundations of Human Behavior in the Social Environment  430 Generalist Social Work Practice  431 Social Work and Human Service Organizations  432 Community Practice and Social Change  440 Research Methods and Analysis I  449 Research Methods and Analysis II  489 Graduate Field Practicum Seminar  490 Graduate Field Practicum I</p> <p>Upon completion of the 30 credits of foundation year requirements, students move into a year of specialization, called the concentration. The concentration year requires 30 hours of course work that includes nine hours of elective graduate-level</p>	<p><i>Addition: Proposed changes reflect addition of MSW program, MSW level courses, and departmental updates.</i></p> <p><i>Addition: Proposed changes reflect addition of MSW program, MSW level courses, and departmental updates.</i></p> <p><i>The CSWE accreditation standards for master's program in social work mandate a number of specific curriculum content areas. In view of this, a minimum of 45 credit hours in social work will be needed to minimally meet this mandate. A student's remaining 15 credit hours may be (upon approval of the social work faculty) taken in non-social work curricular areas.</i></p> <p><i>Addition: Proposed changes reflect addition of MSW program, MSW level courses, and departmental updates.</i></p> <p><i>Addition: Proposed changes reflect addition of MSW program, MSW level courses, and departmental updates.</i></p>
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Current Bulletin Listing:	Proposed Bulletin Listing:	Rationale:
<p><b>Graduate Certificate in Gerontological Social Work</b>  The Graduate Certificate in Gerontological Social Work is a program designed for students who wish to pursue advanced study in social work practice with the elderly. While the program draws from several disciplines, the focus is on practice and/or administration in gerontological settings. The program can be taken by itself or in conjunction with the pursuit of a graduate degree in another field.</p>	<p>courses approved by the advisor. Students plan their degree program to reflect their career interests in the following concentration areas:  Children, Youth, and Families  Aging and Gerontology  Organizations and Communities</p> <p>To remain in good standing students must maintain a cumulative GPA of 3.0 or better.</p> <p>The field practicum is an integral part of the concentration year. Students will complete 240 hours (2 days of full time work each week) of M.S.W.-supervised practice in an agency during the Winter semester of the foundation year, and 660 hours (3 days of full time work per week) in both the Fall and Winter semesters in the concentration year.</p> <p>A student must receive a grade of satisfactory on a satisfactory/unsatisfactory basis in the first-year field instruction course in order to be eligible to enter the second year field practicum.</p> <p><b>Part Time Status</b>  Students who enter the program as part-time students complete the foundation year in two years and the concentration course work in an additional two years.</p> <p>All students must complete the M.S.W. in four years.</p>	<p><i>Addition: Proposed changes reflect addition of MSW program, MSW level courses, and departmental updates.</i></p> <p><i>Addition: Proposed changes reflect addition of MSW program, MSW level courses, and departmental updates.</i></p> <p><i>Addition: Proposed changes reflect addition of MSW program, MSW level courses, and departmental updates. Time limits are set by CSWE.</i></p> <p><i>Delete. Graduate concentration in this area will take the place of this offering.</i></p>

Current Bulletin Listing:	Proposed Bulletin Listing:	Rationale:
<p><b>Admission Requirements</b>  Program applicants must have the following:  1) baccalaureate degree;  2) a 2.75 grade point average (students with exceptions should contact the director of the Gerontology program);  3) official transcripts of all previous undergraduate/graduate work;  4) three letters of recommendation</p> <p><b>Certificate Requirements</b>  Eighteen credit hours are required to complete the certificate. Students must complete 15 hours of required core courses and three hours of gerontology electives at the 300 level or above.</p> <p><b>Required Core Courses</b>  <b>Social Work</b>  316, Clinical Gerontology  <b>Psych</b>  373, Psychology of Aging, or Sociology 361, Social Gerontology  <b>PolSci</b>  444 (or Public Policy Administration 444), Public Policy and Aging  <b>Social Work</b>  330, Research Design in Social Work  491, Professional Leadership Practice</p> <p><b>Career Outlook</b>  The bachelor of social work program is designed to prepare persons for employment in social welfare agencies, schools, hospitals,</p>	<p><b>Career Outlook for Social Work</b>  The bachelor of social work program prepares persons for entry level employment in social welfare agencies, schools, hospitals,</p>	<p><i>Delete</i></p> <p><i>Delete</i></p> <p><i>Delete</i></p> <p><i>Change: Proposed changes reflect addition of MSW program, MSW level courses, and departmental updates.</i></p>



Current Bulletin Listing:	Proposed Bulletin Listing:	Rationale:
<p>correctional institutions, or day care, geriatric, or rehabilitation centers. Individuals currently working in social welfare settings can improve their skills or increase their opportunities for job advancement.</p>	<p>correctional institutions, social action and community organizations, and day care, geriatric or rehabilitation and residential centers. The master of social work program prepares professionals for advanced social work practice with individuals, families, groups, organizations and communities. Individuals currently working in social welfare settings or those interested in social welfare can develop skills and increase employment and job advancement opportunities with the B.S.W. and M.S.W. degrees.</p>	<p><i>Change: Proposed changes reflect addition of MSW program, MSW level courses, and departmental updates. These are the standard areas of social work practice at the BSW &amp; MSW levels.</i></p>

SENATE PROPOSAL FORM FOR (check one):  CHANGE IN DEGREE REQUIREMENT  
 CHANGE IN MINOR  
 CHANGE IN CERTIFICATE PROGRAM

*MS* (Do Not Write in This Space)  
 initials/date

**ROUTING:**  
 Academic Affairs MMM 2/2/99  
 Graduate School  
 (if applicable) DW<sup>max</sup> 2/19/99  
 Senate C&I /  
 Senate /  
 Academic Affairs /

Page 1 of 4

Mathematics and Computer Science  
 Department

Signed *Ray Butler* 1/4/99  
 Department Chair Date

Arts and Sciences  
 School or College

Signed *Martin Dwyer* 1/25/99  
 Dean Date

Graduate Studies in Mathematics  
 Title of Degree/Minor/Certificate Program

Are other departments likely to be affected by this change?  no  yes--list departments and secure sign-offs  
 Management Science and Information Systems

*Jan Colbell*

Page number(s) 197 and year 1998-99 of the most recent Bulletin listing.

Current <u>Bulletin</u> listing:	Proposed <u>Bulletin</u> listing:	Rationale
<p><b>Graduate Studies</b></p> <p>The Department of Mathematics and Computer Science offers an M.A. degree in Mathematics and a Ph.D. degree in Applied Mathematics. Candidates for the M.A. degree may choose to concentrate in either <b>pure</b> or <b>applied</b> mathematics. Individuals may apply for direct admission to either the M.A. or Ph.D. program.</p>	<p><b>Graduate Studies</b></p> <p>The Department of Mathematics and Computer Science offers an M.A. degree in Mathematics, a Ph.D. degree in Applied Mathematics and an M.S. degree in Computer Science. Candidates for the M.A. degree may choose to concentrate in either <b>pure</b> or <b>applied</b> mathematics. Individuals may apply for direct admission to</p>	<p>Adds the new M.S. in Computer Science to the catalogue.</p>

In addition, a student in the M.A. program may petition the department for transfer to the Ph.D. program upon successful completion of 15 credit hours.

## ADMISSION

Applicants should have at least a bachelor's degree in Mathematics or in a field with significant mathematical content. Examples of such fields include computer science, economics, engineering and physics. In addition to meeting the general admission requirements of the Graduate School, described elsewhere in this *Bulletin*, an applicant's record should demonstrate superior achievement in undergraduate mathematics. Additionally, students intending to enter the Ph.D. program must have a working ability in modern programming technologies. A student with a deficiency in this area may be required to take courses at the undergraduate level in computer science.

Applicants to the M.A. program must submit their academic transcripts. Foreign applicants whose native language is not English and have spent less than two of the last three years in an English speaking country are required to submit TOEFL scores. Applicants to the Ph.D. program must, in addition, submit three letters of reference and scores from the Graduate Record Exam (GRE) general aptitude test and the subject test in mathematics. Applicants who did not major in mathematics may substitute the subject test in another field.

either the M.A. or Ph.D. program. In addition, a student in the M.A. program may petition the department for transfer to the Ph.D. program upon successful completion of 15 credit hours.

## ADMISSION

Applicants must meet the general admission requirements of the Graduate School, described elsewhere in this *Bulletin*. Students are considered for admission to graduate programs in Mathematics and Computer Science only after they have formally applied for admission through the Graduate School. Applications may be completed on-line or submitted by traditional means. Additional admission requirements for specific programs are listed below.

### Mathematics Programs

Applicants must have at least a bachelor's degree in mathematics or in a field with significant mathematical content. Examples of such fields include computer science, economics, engineering and physics. An applicant's record should demonstrate superior achievement in undergraduate mathematics.

In addition, students intending to enter the Ph.D. program must have a working ability in modern programming technologies. A student with a deficiency in this area may be required to take courses at the undergraduate level in computer science.

Applicants for the Ph.D. program must, in addition, submit three letters of reference and

scores from the Graduate Record Examination (GRE) general aptitude test and the subject test in mathematics. Applicants for the Ph.D. who did not major in mathematics may substitute the subject test in another field.

### **Computer Science Programs**

Applicants must have at least a bachelor's degree, preferably in computer science or in a related area. Students with bachelors' degrees outside of computer science must demonstrate significant proficiency in computer science. This can be shown by a GRE subject test score in Computer Science of at least the 60th percentile or explicitly by showing competence in four computing areas as listed below. Any of the area requirements can be satisfied by suitable experience (at the discretion of the Graduate Director) or by passing computer science courses equivalent to the following U.M.-St. Louis courses, with a grade of C or better:

1. Two semesters of programming courses, and knowledge of a modern C-based language (e.g., C, C++, or Java). (C.S. 125 and C.S. 225, or C.S. 273, or C.S. 275).
2. A course in data structures (C.S. 225).
3. A course in assembly language programming, computer architecture, or computer organization. (C.S. 240 or C.S. 241).
4. An elementary course in algorithms and analysis. (C.S. 278).

Adds the new M.S. in Computer Science to the catalogue.

Students must also have completed mathematics courses equivalent to the following U.M.-St. Louis courses, with a grade of C or better:

1. Two semesters of calculus (Math 80 and Math 175).
2. A course in linear algebra (Math 245).
3. A course in discrete mathematics (CS/Math 211).
4. An elementary course in probability or statistics (Stat 31 or Stat 132).

Students not meeting the above requirements must pass appropriate courses (as indicated).

**PROPOSED**

**UNIVERSITY OF MISSOURI-ST. LOUIS**

**ACADEMIC CALENDAR FOR 2000-2001**

**2000**

August 21  
September 2  
September 5  
November 21  
November 27  
December 6  
December 7, 8  
December 11  
December 19

**FIRST SEMESTER**

Monday, classes begin 8 a.m.  
Saturday, Labor Day holiday begins 3 p.m. M 15  
Tuesday, classes resume 8 a.m. T 16  
Tuesday, Thanksgiving holiday begins 11 p.m. W 15  
Monday, classes resume 8 a.m. TH 14  
Wednesday, classes end 11 p.m. F 14  
Thursday/Friday, Intensive study days\* 74  
Monday, final examinations begin  
Tuesday, first semester closes end of day

**2001**

January 14

Sunday, mid-year commencement

**SECOND SEMESTER**

January 15 Monday, Dr. Martin Luther King holiday  
January 16 Tuesday, classes begin 8 a.m. M 15  
March 24 Saturday, spring recess begins 3 p.m. T 15  
April 2 Monday, classes resume 8 a.m. W 15  
May 7 Monday, classes end 11 p.m. TH 15  
May 8, 9 Tuesday/Wednesday, intensive study days\* F 15  
May 10 Thursday, final examinations begin 75  
May 17 Thursday, second semester closes end of day  
May 19 Saturday, annual commencement

\*Intensive study days -- no classes held, no exams scheduled

**SUMMER SESSION**

**May Intersession (4 weeks)**

May 21 Monday, classes begin 8 a.m.  
May 28 Monday, Memorial Day holiday  
June 15 Friday, session closes end of day

**Eight-Week Session**

June 18 Monday, classes begin 8 a.m.  
July 4 Wednesday, Independence Day Holiday  
August 8, 9 Wednesday/Thursday, final examinations  
August 9 Thursday, session closes end of day  
August 12 Sunday, summer commencement



## University Senate

8001 Natural Bridge Road  
St. Louis, Missouri 63121-4499  
Telephone: 314-516-6769  
Fax: 314-516-6769  
E-mail: senate@umsl.edu

### UNIVERSITY SENATE UM-St. Louis

#### Agenda

The 1999-2000 Senate will meet at 2:30 p.m. on Tuesday, March 16, 1999, in 78 J.C. Penney.

- I. Election of Senate Chair (Must be a voting faculty senator.)
- II. Election of Senate Secretary (Must be a voting member of the Senate.)
- III. Election of Senate Committee on Committees:
  - A. One elected faculty senator from each of the following areas:
    1. Humanities
    2. Social Sciences
    3. Science/Math
    4. Business Administration
    5. Education
    6. Nursing
    7. Optometry
  - B. Three elected student senators
- IV. Other Business.

**1999-2000 SENATE**  
**As of 3-5-99**

**Faculty 2000**

Edward Andalaft  
Raymond Balbes  
Leslie Brown (8-1-99)  
Gary Burger  
Robert Calsyn  
James Campbell  
David Carkeet  
R. Rocco Cottone  
Bernard Feldman  
Rich Friedlander  
Kathleen Haywood  
John Hylton  
Carol Kohfeld  
Mary Lacity  
Kimberly Leonard  
William Long  
Carol Peck  
Donald Phares  
Lois Pierce  
Gail Ratcliff (1)  
Martin Sage  
Victoria Sork  
Steven Spaner  
Paul Travers  
Gwendolyn Turner

**Ex Officio**

Manuel Pacheco  
Blanche Touhill  
Jack Nelson  
James Krueger  
Reinhard Schuster  
Kathleen Osborn  
G. Gary Grace  
David Young  
Douglas Durand  
Charles Schmitz  
Jerry Durham  
Jack Bennett  
William Darby  
Douglas Wartzok  
Everette Nance  
Robert Bliss  
Wendell Smith  
Sandra Snell  
Faculty Council P. O.  
SGA President

**Non-Voting**  
Staff Assn. President

**Faculty 2001**

Jean Bachman  
Mark Burkholder  
Margaret Cohen  
William Connett  
Joyce Corey  
Scot Danforth  
Susan Feigenbaum  
Lawrence Friedman  
David Garin (2)  
Steven Hause  
Terry Jones  
Dennis Judd  
Sung Soo Kim  
Charles Kuehl (4)  
Deborah Larson  
Joseph Martinich  
Maryellen McSweeney  
Suzanna Rose  
Susan Sanchez (3)  
Helene Sherman  
Margaret Sherraden  
Bruce Wilking  
Jane Williamson  
Fred Willman  
Jeanne Morgan Zarucchi

**Temporary**

**Faculty Replacements**

(1) Teresa Thiel (8-1-99-WS99)  
(2) Richard Schwartz  
(3) Michael Harris (8-1-99)  
(4) Douglas Smith

**Faculty 2002**

Lawrence Barton  
Roland Champagne  
Sheilah Clarke-Ekong  
Therese Cristiani  
Scott Decker  
David Ganz  
Ralph Garzia  
Joel Glassman  
Charles Granger  
Sally Hardin  
Harold Harris  
Frances Hoffmann  
Charles Korr  
Sharon Levin  
Timothy McBride  
George McCall  
Ronald Munson  
Joyce Mushaben  
Patricia Resick  
Stephanie Ross  
Paul Roth  
Vicki Sauter  
Zuleyma Tang-Martinez  
James Tierney  
Richard Wright

**Students 2000**

D. Mike Bauer  
David Baugher  
Roby N. Bracy III  
Brian P. Burgoyne  
Matthew Chambers  
Christi R. Cook  
Joseph G. Frank  
Jodie A. Grass  
Katherine Hinklin  
Chance D. Hollingsworth  
Andrea Kerley  
Kelly Kientzy  
Elizabeth A. King  
Dave Kinworthy  
Aaron M. Kohrs  
Ryan Metcalf  
Joshua D. Miller  
Timothy J. O'Connor  
Jacob D. Parker  
Gail J. Rinkus  
Matthew Schaeffer  
Joshua Stegeman  
Stephen "Brad" Thompson  
Steven Wolfe  
Thomas W. Wombacher





**University Senate**

8001 Natural Bridge Road  
St. Louis, Missouri 63121-4499  
Telephone: 314-516-6769  
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(Minutes to be considered for approval at the Senate meeting on April 27, 1999, 2:30 p.m.)

**SENATE MINUTES  
UM-ST. LOUIS  
March 16, 1999  
2:30 p.m. 78 J. C. Penney**

Dr. Jeanne Morgan Zarucchi, 1998-99 Chairperson, called the first organizational meeting of the 1999-2000 Senate to order at 2:35 p.m.

Dr. Jeanne Morgan Zarucchi was reelected Senate Chairperson by acclamation.

Nominations were invited for a voting member of the Senate to serve as Secretary. Dr. Carol Kohfeld was nominated by Dr. Joyce Corey. There were no other nominees, and Dr. Kohfeld was elected Senate Secretary by acclamation.

Nominations were invited for members of the Senate Committee on Committees. Those nominated were:


- |                         |   |
|-------------------------|---|
| Humanities              | Dr. Fred Willman, Dr. Stephanie Ross  |
| Social Sciences         | Dr. Terry Jones   |
| Science/Math            | Dr. William Connett   |
| Business Administration | Dr. Vicki Sauter  |
| Education               | Dr. Scot Danforth   |
| Nursing                 | Dr. Sally Hardin  |
| Optometry               | Dr. William Long  |
| Students                | Mr. Roby Bracy, Mr. Aaron Kohrs, Mr. Ryan Metcalf,<br>Mr. Tim O'Connor, Ms. Gail Rimkus, Mr. Matt Schaeffer |

Sole nominees were elected by acclamation. The following were elected by written ballot:

- |            |   |
|------------|---|
| Humanities | Dr. Fred Willman                                  |
| Students   | Mr. Roby Bracy, Mr. Ryan Metcalf, Ms. Gail Rimkus |

Newly elected members of the Committee on Committees were instructed to proceed to the Summit for a brief meeting.

Completing the business at hand, the Senate adjourned at 2:50 p.m.

Respectfully submitted,  
  
Carol Kohfeld  
Senate Secretary



## University Senate

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(Minutes to be considered for approval at the Senate meeting on April 27, 1999, 3:15 p.m.)

**SENATE MINUTES  
UM-ST. LOUIS  
March 16, 1999  
3:15 p.m. 78 J. C. Penney**

Dr. Jeanne Morgan Zarucchi, Senate Chairperson, called the meeting to order at 3:15 p.m. Minutes from the previous meeting (held February 16, 1999) were approved as submitted.

Report from the Senate Chair -- Jeanne Morgan Zarucchi

Dr. Zarucchi reported the results of the elections that took place at the 2:30 p.m. Senate meeting for the 1999-2000 Senate: Senate Chair, Jeanne Zarucchi; Senate Secretary, Carol Kohfeld; Committee on Committees Chair, Fred Willman. Dr. Zarucchi reminded Senate members that elections for 1999-2000 Senate committee members would take place on April 27, 2:30 p.m. for 1999-2000 Senate members.

Dr. Zarucchi announced that the campus referendum on "Voting Rights of Non-Regular Faculty" was approved by a majority of the campus faculty and has been forwarded to the Board of Curators. Dr. Zarucchi said that the issue could possibly be on the Board of Curators May Agenda.

Report from the Chancellor -- Chancellor Touhill

*(See Attached)*

Report from the Faculty Council Presiding Officer -- Dennis Judd

*(See Attached)*

Dr. Ratcliff said that presently the Faculty Council has proportionate representation from all departments and that if the Faculty Council is brought into the Senate then department representation may become unbalanced.

Dr. Judd replied that the Faculty Council has recommended that a Conference Committee be formed, but has not gone on record as favoring any particular solution or reform. Dr. Judd said that if the Conference Committee recommends that the Faculty Council become a part of the Senate, then he assumes that the Conference Committee would also suggest changes regarding how Faculty Senators are elected.

Mr. Stegeman said that unbalanced department representation could be balanced by the election of committee members. Dr. Judd agreed and said that one suggestion made at the Faculty Council meeting was to have some Faculty Senators elected at large while most members be elected as they are now to the Faculty Council, representing particular units.

Dr. Burkholder said that it is time to look at the governance structure and he supports creating a committee that will consider different options. Dr. Judd said that in 1984 there was a proposal for substantial reforms that went nowhere.

A student senator asked about the procedures for bylaw changes regarding the structure of the Senate and Faculty Council. Dr. Judd said that it would be up to the Conference Committee to propose changes in the structure of the Faculty Council and the representation or election of Senators. Dr. Judd said that changes in faculty governance could be simply changed by a majority of a quorum of the faculty in one of its two meetings each year (a quorum is defined as one-tenth of the faculty).

Dr. Judd introduced a motion that the Senate select five members to a Conference Committee for the purpose of making recommendations for reform of campus governance. This motion was seconded. Dr. Martinich made an amendment to the motion that the five members be faculty members elected at large from the Senate. This amendment was seconded. Dr. Harris asked if the Conference Committee would be an ad hoc committee. Dr. Ratcliff said that this is not a Senate Committee but a committee to which the Senate is sending representatives. Dr. Martinich agreed that the elected members would be representatives, and would continue their representation until the committee concluded. After much discussion regarding the amendment to the motion, the amendment carried.

Dr. Zarucchi called a vote on the motion to elect five faculty members to be elected at large from the Senate to serve on a Conference Committee; it passed by voice vote. Dr. Zarucchi asked that those who were interested in serving on the Conference Committee contact her or Dr. Judd. If more than five faculty senators were interested, an election would take place.

After much discussion regarding the election of the five faculty senators, a motion was brought to the floor that the election of representatives would be restricted to faculty senators. This motion did not carry; voting would be at large for the full Senate.

#### Report from the IFC Representative -- Paul Roth

*(See Attached)*

Dr. Rochester said that AP (Advance Placement) courses are widely accepted throughout the United States as courses offered in high schools and can count for satisfying college credit requirements. Dr. Rochester asked if the dual credit courses Dr. Roth was referring to in his report included AP courses. Dr. Roth said that the dual credit courses were a different species than the AP courses, and in some cases they are being taught by anyone, anywhere and they don't have to be tied to the campus, and this is hurting us.

After much discussion regarding the supervision and transfer process of dual credits courses, Dr. Roth commented that he was making a point of who is teaching the courses and how that impacts us and the people we are going to be able to enroll, not the merit of the courses. Dr. Roth said that there is a community college initiative that is fed by certain factors based on what we are already doing and the impact that it is having on us. Dr. Wendell Smith said that the dual enrollment program instruction is given by high school faculty who are adjunct to UMSL, and they go through a very rigorous approval at each department or level. Dr. Smith said that we have a faculty liaison who works with each of the participating high schools in planning the curriculum and it is the same curriculum on campus.

Dr. Cottone asked if there was any discussion at the IFC meeting regarding the merits of the ATP Resolution. Dr. Roth said that President Pacheco's response was that there is a risk associated with a request to reopen the tenure issue. Dr. Connett said that the resolution was a minimal motion, not to change what had been done but to make others aware that there had been a decision made without faculty involvement. Dr. Connett said that the resolution did not ask to reopen the issue. Dr. Roth said the resolution led to a discussion that went beyond the resolution itself. Dr. Connett asked if the administration was aware that there had been no discussion about the changes to tenure.

Dr. Roth said that President Pacheco feels that a discussion would draw attention to the issue of tenure and had indicated that in the past the Board of Curators wanted to examine this issue, and he would not like to have it touched. Dr. Cottone asked if President Pacheco is fearful that they would do something like Columbia did in the past, in terms of negative impact on current policy. Dr. Roth said that the discussion would be to either eliminate tenure or to have some sort of system of post tenure review. Dr. Korr said that it was difficult to believe that enough of the Curators are predisposed and want to raise issues of changing tenure and post-tenure review, and if they want to do it they're going to do it on their own and not wait for the President to give them the notion. Dr. Korr said that the best way to deal with this is to have the arguments ready for them and not wait for them to make the first move.

Dr. Korr said that he got a sense that the current President has been scarred someplace else and doesn't want to get involved in an issue with the faculty on one side and the curators on the other. If this is the case the IFC should remind him that this is what he was hired to do. Dr. Korr said that secondly this is much too important an issue and asked that IFC representatives bring a working document to the IFC.

Dr. Roth said that it is his impression that the President does not want to pick a fight. He said he would bring forward to the IFC anything that came forward from the Senate. Dr. Roth said that his sole point was if the tenure regulations become a live topic there are risks and the Senate should go into this with their eyes open.

Dr. Zarucchi said that by bringing the resolution forward, it caught the attention of the other IFC Representatives and President Pacheco. She said that President Pacheco appeared to be very concerned with consulting the faculty as an operating principle. If the purpose of the resolution was to get an apology from President Pacheco regarding past President George Russell it will not happen. If the purpose of the resolution was to call the President's attention to the fact that faculty were not consulted and are not happy about it, she believed that has been accomplished.

Dr. Roth said that the tenure rule is more an issue for our campus than Columbia, since UMSL and UMKC were out of compliance and not aware of the changes to tenure.

Report from the SGA President -- Jim Avery  
(See Attached)

Report from Budget and Planning -- Chancellor Touhill  
(See Attached)

Dr. Tierney asked about yearly salary adjustments. Chancellor Touhill replied that she has not heard an official response from President Pacheco, and that the 2% state budget increase, mentioned in the IFC report, does not translate into a 2% salary increase.

Dr. Judd said that he made a motion that passed unanimously in the Budget and Planning Committee, to vote against money for the Sue Shear Institute. The reason is that this money should go to our own campus Institute for Women's and Gender Studies.

Report from Committee on Committees -- Gail Ratcliff

This report will be postponed until the April meeting.

Report from Computing -- Susan Sanchez

*(See Attached)*

Dr. Connett said that he did not like the idea of voting on the resolution and changing the existing policy until he knew how financial needs would be met. Dr. Sanchez said that the resolution does not propose to change the allocation of funds, it allows the individual departments, faculty or those with grants to allocate or choose between a desktop or laptop computer.

A motion was made to accept the resolution as a first reading. Dr. Martinich spoke against this motion and said that many faculty members have already thought about this issue. Dr. Ganz made a point of order and spoke in favor of the motion to accept the resolution as a first reading, since this resolution was not on the Agenda. Dr. Sanchez withdrew the resolution and changed it to a first reading.

Report from Curriculum and Instruction -- David Ganz

All Course Proposal action items (see agenda) were approved.

*(See Attached)*

Dr. Ganz said that the Academic Calendar for 2000-2001 was originally approved on January 19, 1999, and has been modified. Dr. Ganz said that the calendar reflects changes beginning with the start of the second semester. A voice vote was taken, and the calendar was approved.

*(See Agenda Attachment-First Reading-To Abolish the EXC and Y Grades, and Create the Grade of W)*

Dr. Martinich said that he will plan to have an alternative motion at the April Senate meeting to retain the existing policy regarding the EXC grade for weeks 5-16 and change the Y grade as a permanent entry but not turn to an F, and that the Y grade will not be included in the GPA, as it is now.

Dr. Feigenbaum said that she was very concerned about the proposal and by having a unilateral withdrawal the faculty does not have a chance to discuss face to face a situation with the student.

Dr. Sanchez spoke against the first reading outline. She said this policy would allow students within a group to leave without getting a failing grade, which leaves other students in the team in a terrible situation in terms of their grade. Dr. Sanchez said that the proposal removed any flexibility that the faculty has in enforcing the grade. Dr. Sanchez said that she preferred the system where the rules say unless a faculty member specifically states otherwise in their syllabus, you have only the first 4 weeks to drop the class.

Dr. Martinich said that what the proposal sees as inconsistency in current policy, he sees as flexibility. Dr. Martinich said that the proposal could have a negative impact on future projects, the University, and future students.

Dr. Ganz asked for a show of hands for the EXC grading policy for weeks 5-16. The consensus was to leave the existing policy in place for weeks 1-16. Dr. Ganz asked for a show of hands for Y becoming a permanent entry versus one that changes to an F. The consensus was to let the Y be a permanent grade, one that would not change to an F.

*(See Agenda Attachment-First Reading-Last Day to Register for a Class)*

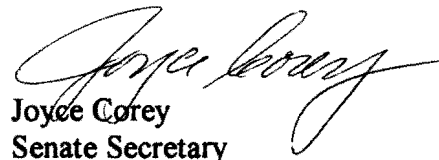
Dr. Cohen said that this proposal sends a bad message to students, and she favors a policy that would make a student responsible after the first week.

Mr. Stegeman said that in his experience, it was useful to be able to enroll after the first day of classes. He said that some students initially registered for courses that have too heavy a time commitment and may need to reduce their hours.

Dr. Sanchez said that she would be in favor of a uniform policy, not a policy that would allow individual courses to specify. Dr. Larson asked what had prompted this proposal. Dr. Ganz said that the Curriculum and Instruction Committee thought that this proposal would put the burden on the student to seek out the faculty member and let the faculty member make an individual decision. Dr. Feigenbaum said the proposal would send a signal to students that they are not responsible for the work they have missed up to the point of enrollment. Dr. Grace spoke in favor of a uniform policy, and said that it should be up to the instructor to make a decision. Dr. Ganz said that the committee would reconsider its proposal in response to the discussion.

Dr. Connett called a quorum, and there being an insufficient number of Senators present, the Senate meeting was adjourned at 5:22 p.m.

Respectfully submitted,



Joyce Corey  
Senate Secretary

**Attachments:**

- 1) Report from the Chancellor
- 2) Report from the Faculty Council Presiding Officer
- 3) Report from the IFC
- 4) Report from the Student Government Association President
- 5) Report from the Budget and Planning Committee
- 6) Report from the Computing Committee
- 7) Approved UM-St. Louis Academic Calendar for 2000-2001  
(Pending Approval by the Board of Curators)

March 16, 1999

**Senate Remarks  
By Chancellor Touhill**

Governor Mel Carnahan has appointed three new members to the Board of Curators. UM-St. Louis graduate Connie Silverstein was appointed to the board to represent the 2nd Congressional District. Connie received her bachelor's degree in political science here in 1976 and later earned a law degree from Washington University. Connie is the principal for banking services at Edward Jones.

Connie replaces Mary Gillespie. Mary was the first UM-St. Louis graduate to serve on the board and she did a good job during her six-year term for the System as a whole and for this campus in particular.

Mary James of Harrisonville was appointed from the 4th Congressional District to replace Adam Fischer. Ms. James is the human resources manager for Cass County Publishing. She earned a bachelor's degree in education at UMC.

Sean McGinnis of Springfield was appointed from the 7th Congressional District to replace Fred Hall. Mr. McGinnis is an attorney. He received his bachelor's degree from Drury College and law degree from UMC.

We are interviewing finalists for endowed professorships in public policy and transportation studies.

Several members of the administration traveled to Washington last week to meet with the Missouri congressional delegation and to explore funding possibilities for several large projects. While I believe the trip was worthwhile, this is a long-term effort, and we learned that we need to have a greater variety of proposals to put before our senators and representatives. I hope that by this time next year we will have eight to twelve such proposals.

This weekend more than 600 prospective students and their parents attended an Open House Sunday. The open house is an important tool for students making their fall choices for college and I want to thank all the faculty and staff members who represented their units.

We do anticipate that our fall enrollment will increase again. We also expect that the quality of incoming freshmen will continue to increase. More than 225 incoming freshmen with ACT scores of over 25 have been offered scholarships and more than half have already accepted. That is well ahead of our pace from last year.

March 16, 1999

Senate Remarks  
By Chancellor Touhill

Page 2

Our recently completed Homecoming week was success, as more than 600 students and alumni attended events on and off campus. I want to thank the offices of Alumni Relations and Student Activities for their joint efforts in advancing greatly our efforts to make this a tradition which people look forward to each year.

More than \$150,000 has been pledged to the University in the last four weeks to support scholarship programs in five separate academic units.

1. Family and friends have contributed about \$10,000 to endow the Walters Scholarship in music.
2. An individual has contributed \$10,000 to endow a scholarship in optometry.
3. Two graduates have pledged \$60,000 to endowed three scholarships in the business school.
4. More than \$15,000 has been pledged to the nursing gala this spring, an event which raises funds for scholarships.
5. Several individuals and companies have pledged \$55,000 to underwrite the upcoming World Ecology Medal dinner . . . a fund-raising event for scholarships in biology.

I want to report that the Chancellor's Report to the Community has been scheduled for May 18 at the America's Center. I encourage you to use this event as a means to promote the university to external constituents.

Please call University Relations at 5442 if you have any questions about this important event.



## PRESIDING OFFICERS REPORT TO THE SENATE

March 16, 1999

The Faculty Council met on March 11, 1999. The Council discussed three matters: Vice Chancellor Nelson's new policy regarding course proposals; the Chancellor's previous statements regarding her willingness to reach a backstopping agreement for the Performing Arts Center; and reform of campus governance.

1. The Faculty Council unanimously adopted a resolution regarding Vice Chancellor Nelson's recently announced policy on course proposals. Since the issue is explained in the resolution itself, I will simply read it:

WHEREAS on February 24 the Office of Academic Affairs issued a policy statement that it would "not take proposals for new courses to the Committee on Curricular [sic] and Instruction for approval unless they include a rationale for and a description of the course (one that goes beyond the catalog description), and a sample syllabus and bibliography;"

AND WHEREAS the Faculty Council notes that this policy statement is contrary to the faculty bylaws and that it is an infringement of the faculty prerogative to determine curriculum;

THEREFORE BE IT RESOLVED THAT the Faculty Council expresses its disapproval of the policy announced by Vice Chancellor Nelson and requests that the Office of Academic Affairs retract its statement.

(This resolution was sent to Jack Nelson on March 12.)

2. The Council continued its discussion of the Chancellor's statements that she would be willing to reach an agreement to backstop the Performing Arts Center, so that the campus would incur no reallocations and no current operating funds would be used to cover future operating losses related to the Center. Members of the Council are agreed that it is imperative that this agreement be put into writing. To achieve this purpose, the Council is issuing an invitation to the Chancellor to meet with it, and the Chancellor has agreed to do so.

3. The Council held a lively discussion about how to strengthen campus governance. I will make no attempt to reprise all of the issues raised in that discussion, but I would like to offer a brief summary.

For some time I have been aware – who could not be? – that there is a widespread dissatisfaction with the governance structure on our campus. We are the only one of the four campuses in the system to have a structure that splits governance between a University Senate and a Faculty Council. In my view – and on the basis of last Thursday's discussion, it is a view shared by most members of the Council – this

structure has caused major problems. First, it has led to a kind of "governance fatigue." There are 75 faculty Senators, and approximately 40 Council members. This means that about one of four faculty members on the campus serve on either one or both of these bodies. This requires an extraordinary level of commitment. A second effect of the divided structure is that the Council, which is the only representative body for faculty members, has generally been marginalized in campus governance. The Faculty Council has no actual powers; it can only recommend to the Senate. This has meant, I believe, that the Council has not been regarded seriously by the units who select representatives to the Council. Service on the Council has often been regarded as an unpleasant duty. It is time to repair this situation; it benefits no one.

It is imperative that faculty be effectively represented in the governance of the university. To that end, the Faculty Council discussed several alternatives. On one side, a proposal was put forth that the committees of the Senate that are composed strictly of faculty members be moved to the Council. Such a reform might strengthen both the Senate and the Council. Clearly, the Senate, as now constituted, represents all the major constituencies on campus – and yet its discussions often, or usually, revolve around issues of concern to the faculty primarily. Indeed I believe that most faculty representatives to the Senate think of it as a Faculty Senate, with a stray student or so in attendance and with administrators present to answer questions. It would greatly strengthen the Senate if it were made more clear that it does represent several constituencies. For this to be the case, all of its business should concern all of the constituencies that make it up.

On the other side, there was a discussion about simply dissolving the Faculty Council. The major objections to such an idea are compelling: The faculty needs a voice, it needs a body to represent it, and the campus needs a forum in which faculty members can hold discussions about issues of mutual concern.

An interesting middle-range proposal was put forth that the Council remain intact, but that it be brought into the Senate. Under such a reform, all faculty Senators would automatically become members of the Council, and the all-faculty Senate committees would presumably be placed within this new Faculty Council. This reform would allow the Senate to represent all its constituencies effectively, and yet the faculty would have the opportunity to meet separately.

The Faculty Council passed a motion instructing me to appoint five of its members to a Conference Committee, which would be charged with the task of making recommendations for substantial reforms in campus governance as soon as possible. We propose that the Senate also select five members to such a committee. This committee would report its recommendations to both the Senate and the Council.

I urge you to respond positively to the Council's recommendation. I would like to have at least some preliminary discussion today about these issues, if you wish.

Paul A. Roth  
Report to UM-St. Louis Senate on IFC meeting of Feb. 19, 1999

The last IFC meeting was one of the more interesting of recent date.

Among the issues discussed were the following (not all being of equal interest or importance).

A question was brought up of whether or not emeritus status can be given to adjunct or non-regular faculty. There was general support for this, and clarification of the rules was to be sought.

There is a problem with the Winter semester start date for '00-'01. This is connected, inter alia, with the apparent desire (if not need) to have some rough coordination of calendars amongst the four campuses. The existence of some courses which are broadcast from one campus to the next seems to be driving this concern.

The issue was raised of whether there was any perception across the campuses and units that it is becoming more difficult to hire quality junior faculty, the widely reported PhD glut notwithstanding. This difficulty, in fact, turns out to be widely shared. For example, Rolla reports an inability to find sufficient faculty to fill vacancies. (Cite statistics) The President agrees that it is going to increasingly become an issue of how to attract and retain promising junior level and mid-career faculty members.

Another issue facing the UM system is an initiative by the community colleges to, in effect, take over all general education courses not taught physically on the campus of a four-year institution. This is fed by a number of sources, among them the Dual Credit program. (Our campus generates over 20,000 hours by this means.) The existence of such programs is taken to imply that college credit courses can be taught to anyone by (almost) anyone. Nothing of academic or pedagogical importance is attached to a course being offered on campus and by regular--terminal degree holding, tenure track--faculty.

The system generally, and this campus in particular, are thus caught between two political/institutional factors that seriously impact how we are going to function in the future. On the incoming side--students looking for general education courses--we have the community colleges who are extremely well-organized and ready to appropriate this function from us (and to a large extent already have). On the graduate end, we have CBHE, which remains steadfastly hostile to expanding the number of university programs.

Regarding the review of tenure rules, the President cautioned that opening tenure for discussion, even by putting out a new executive order in this regard, invites scrutiny by the Board of Curators which might prove quite unwanted. Need to decide if we want to take the risks associated with opening the door to Board intervention on this issue against the gains of "correcting" or undoing the changes wrought by former President Russell. IFC awaits guidance on this issue.

President had some modestly good news regarding the UM budget. He expected a flat budget for this year. the Governor has recommend a 2% increase. Other agencies, he pointed out to us, are being asked to give back 1% in the coming budget year. So we continue to be favored (relatively speaking, of course).

Paul A. Roth

Report to UM-St. Louis Senate on IFC meeting of Feb. 19, 1999

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	UMSL	UMC	UMKC	UMR
Percent of faculty that is full time				
Fall 1994	53%	80%	58%	79%
Fall 1998	48%	73%	58%	80%
Percent of faculty that is tenured or tenure track				
Fall 1994	33%	42%	35%	62%
Fall 1998	30%	35%	34%	62%
Percent of regular faculty that are assistant professors				
Fall 1994	32%	27%	20%	24%
Fall 1998	19%	22%	20%	21%
Number of assistant professors				
Fall 1994	103	324	87	66
Fall 1998	59	261	92	60
Percent of faculty age 45 or older				
Fall 1994	61%	61%	70%	66%
Fall 1998	76%	66%	73%	66%
Percent of faculty age 55 or older				
Fall 1994	24%	27%	32%	38%
Fall 1998	36%	31%	41%	43%

## Senate Meeting Report: SGA

### I. SGA Constitution

- A. A new SGA Constitution will be brought forward this Thursday at our next SGA meeting.
- B. This constitution will be brought forward by Ben Ash (comptroller), who authored this document.
- C. The new Constitution will be reviewed and changed at the April meeting, then a vote will take place by the SGA Assembly.
  1. a 2/3 vote is required for passage
  2. if passed the issue will be placed on the ballot with the April officer elections

### II. SGA Elections

- A. Applications will be available this Thursday, please inform students in your classes about the open positions and voting dates.

### III. Homecoming

- A. This year was the first year for Homecoming in February
- B. The week long events were very successful
  1. arresting day raised almost a thousand dollars for student scholarships
  2. the dance was very successful once again
- C. SGA thanks Ryan Metcalf, Robbyn Wahby, and the rest of the Homecoming committee which includes some administrators.

### IV. Trip Report

- A. Unfortunately the trip to Rolla and Columbia was scheduled for today and will be rescheduled.
- B. The purpose of the trip is to investigate the uses of dual University Centers by both the Columbia and Rolla campuses.
  1. how the buildings are used and for what purposes
  2. how this relates directly to UM-St. Louis
- C. Another purpose of the trip is to document inconsistencies with fees that are charged within the various campuses.
  1. sporting event ticket prices for students should apply to all students of all four campuses
  2. parking ticket fees are varied greatly among the four campuses (i.e. Rolla, charges ten dollars for failure to display parking pass, UM-St. Louis charges twenty-five dollars).
  3. Law school application fees are forty dollars at Columbia and only twenty-five at Kansas City

### V. Coaching & Director of University Center

- A. SGA is concerned that the President has not yet been asked to serve or appoint someone to participate in the selection of the new basketball coach for the men.
  - 1. This position is paid for with student athletic fees
  - 2. Therefore, there should be some one from SGA to serve on the selection committee
- B. When the new director of the University Center is selected, the SGA President should be allowed to make a recommendation on a student for that selection committee since that building is being erected with student money.

## **REPORT OF THE SENATE BUDGET AND PLANNING COMMITTEE**

March 16, 1999

The Budget and Planning Committee has met twice since the last Senate Meeting. At the February 18<sup>th</sup> meeting, the Committee was presented with information on the distribution of funds for years one and two of the Mission Enhancement initiative. Following this discussion, a motion was approved to eliminate the expenditure of funds for the Sue Shear Institute for Women in Public Life. Also at the February 18<sup>th</sup> meeting, Vice Chancellor Jack Nelson distributed information on the faculty teaching loads and this information will be fully discussed at a future meeting. Dr. Wendell Smith and Mr. Paul DeGregario gave a presentation to the Committee on the Residence Centers.

At the March 4<sup>th</sup> meeting, there were presentations on the Engineering program and the new Student Center. In addition, the Committee received preliminary information on the campus' FY2000 Budget Submission.

The next meeting of the Committee is Friday, March 19<sup>th</sup> at 12 Noon.

# **Senate Computing Committee Report**

March 16, 1999

The Senate Computing Committee met in February and March to discuss various initiatives. Some SCC members also attended an open forum meeting on Intellectual Property Rights along with members of the Video and Instructional Technology and Library committees. Announcements follow.

1. The SCC has come to resolution on the Instructional Computing Enrichment initiative proposals and the second round of Faculty Desktop Enhancement proposals. Letters will be going out to applicants later in the week.
2. Campus Computing has been working on enhancements to the UMSL web pages. You may have noticed changes in the look of the directory page. A new "search engine" is also available, which allows people to search for keywords on web pages stored on jinx (not student pages). I encourage everyone to take this opportunity to check their pages and change or remove any that are out of date or non-functional.
3. We bring forward the following resolution for the Senate to consider. Justification is provided below.

## **RESOLUTION**

**The Senate of the University of Missouri - St. Louis recognizes the need for allowing laptop computers to be an option under the faculty and staff desktop programs. We recommend that the Chancellor authorize the Coordinator of Campus Computing, any other appropriate administrative representatives, and the Senate Computing Committee to develop guidelines and procedures for implementing this option by Fall 1999.**

## **JUSTIFICATION FOR RESOLUTION**

Laptops are very beneficial for many activities carried out by faculty and professional staff. They facilitate easy entry and exchange of information between faculty and research subjects for those whose work takes them out into the community on a regular basis, or those involved in partnerships with local or national institutions. The University's image is enhanced when faculty and staff give high-quality presentations at professional conferences and other off-campus sites as part of their duties (research, teaching, or outreach). Allowing faculty a single platform on which to develop and display research results and teaching materials will further increase the level and quality of these activities in a way which occasional access to a portable system (i.e., 'checking out' a laptop for a limited time) cannot. Laptops make it easier for faculty to continue scholarly activity, teaching, development, and daily communication with UM-St. Louis colleagues when they are out of town for short or extended periods of time.



Currently, laptop systems are more costly than desktop systems, although the price differential is decreasing over time. It costs more to get the same features (hard disk size, computing speed, memory) for a laptop than for a desktop. Laptops cannot be repaired in house, and pose somewhat higher risks for theft or damage. Because of the price differential, some faculty (and administrative/professional staff covered by the University's staff desktop program) have purchased low-end laptops with their own funds or departmental resources to supplement their desktop systems. It is the view of the Senate Computing Committee that University resources are better used toward systems that comply with the (evolving) UM-System hardware standards for several reasons. First, faculty will make better use of the advances in technology if they are not limited by software tools that must run on inadequate, outdated systems in their homes or systems which do not run all software available on their campus machine. (Unless each faculty member purchases a system for their home and replaces this every four years, they quickly find their home computing power several generations behind current technology.) Second, the overall campus monies spent on computing will be less if faculty can purchase a single laptop system -- connected to the internet from a single port in their office or classroom while they are on campus, and connected to the internet via modems when they are at home or away at conferences or research sites -- instead of two redundant systems (one desktop, one laptop) and two internet ports in each office. Finally, adherence to the UM-system standards is expected to be imposed by the system for any computer purchases -- not just those through the faculty plan.

Concerns have been expressed about the potential misuse of laptops by faculty, namely, that faculty will not check e-mail or access university information from the web or other systems on a regular basis. Some have also speculated that faculty will keep their laptops at home and have no connection to the internet while on campus. The Senate Computing Committee believes these concerns are, in most cases, unfounded. Personal experience shows that student contact is increased, rather than decreased, if faculty begin using e-mail and the web to communicate with students outside of class. The access to high-speed lines currently bring many students and faculty to campus when they need to use the web extensively: this would not change if faculty had laptops rather than desktops. The SCC strongly believes that it is better to couple the privilege of receiving a laptop with the associated responsibilities the faculty member will assume than to prohibit laptops as an option. Since at the present time, the price differential would need to be supplied from departmental funds or grant monies, requiring the endorsement of the department/principal investigator seems to be a natural solution. Note that many faculty may still prefer desktop systems because of keyboard size, screen size, security, and cost issues.

In summary, there are numerous cases where a member of the UM-St. Louis faculty or administrative/professional staff would better advance the mission of the University if they had a laptop rather than a desktop system. The Senate Computing Committee understands that the decision to allow this option is one that must be made at the Chancellor and Vice-Chancellor's level. We bring forward this resolution for the Senate to consider.

**APPROVED BY THE SENATE ON 3-16-99**

**UNIVERSITY OF MISSOURI-ST. LOUIS**

**ACADEMIC CALENDAR FOR 2000-2001**

**2000**

August 21  
September 2  
September 5  
November 21  
November 27  
December 6  
December 7, 8  
December 11  
December 19

**FIRST SEMESTER**

Monday, classes begin 8 a.m.  
Saturday, Labor Day holiday begins 3 p.m. M 15  
Tuesday, classes resume 8 a.m. T 16  
Tuesday, Thanksgiving holiday begins 11 p.m. W 15  
Monday, classes resume 8 a.m. TH 14  
Wednesday, classes end 11 p.m. F 14  
Thursday/Friday, Intensive study days\* 74  
Monday, final examinations begin  
Tuesday, first semester closes end of day

**2001**

January 14

Sunday, mid-year commencement

**SECOND SEMESTER**

January 15 Monday, Dr. Martin Luther King holiday  
January 16 Tuesday, classes begin 8 a.m. M 15  
March 24 Saturday, spring recess begins 3 p.m. T 15  
April 2 Monday, classes resume 8 a.m. W 15  
May 7 Monday, classes end 11 p.m. TH 15  
May 8, 9 Tuesday/Wednesday, intensive study days\* F 15  
May 10 Thursday, final examinations begin 75  
May 17 Thursday, second semester closes end of day  
May 19 Saturday, annual commencement

\*Intensive study days -- no classes held, no exams scheduled

**SUMMER SESSION**

**May Intersession (4 weeks)**

May 21 Monday, classes begin 8 a.m.  
May 28 Monday, Memorial Day holiday  
June 15 Friday, session closes end of day

**Eight-Week Session**

June 18 Monday, classes begin 8 a.m.  
July 4 Wednesday, Independence Day Holiday  
August 8, 9 Wednesday/Thursday, final examinations  
August 9 Thursday, session closes end of day  
August 12 Sunday, summer commencement



## University Senate

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### **UNIVERSITY SENATE 1999-2000 Senate-2nd Organizational Meeting AGENDA-April 27, 1999**

The 1999-2000 Senate will meet at 2:30 p.m. on Tuesday, April 27, 1999, in 126 J.C. Penney.

- I. Approve minutes from the first organizational meeting on March 16, 1999.
- II. \*Elect members of the 1999-2000 Senate Committees (See Attached)
- III. Other Business

#### Attachment:

- 1) Nominations from Committee on Committees

**\*Nominations from the floor will be accepted; however nominators should determine in advance that candidates are willing to serve.**

**NOMINATIONS FROM THE 1999-2000 SENATE COMMITTEE ON COMMITTEES**

\*Denotes 1999-2000 Senator

\*\* "At least two of the elected members of each standing committee of the Senate shall be voting faculty senators. "

\*\*\* Only faculty senators and the Faculty Council Presiding Officer may vote on Voting Restricted Ballots.

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**Appointments, Tenure, and Promotion**  
**\*\*\*VOTING RESTRICTED BALLOT\*\*\***

**Faculty Needed: 1 full professor, holding tenure appointment, from each of the following units**

**Humanities**

Robert Gordon, Philosophy

**Natural Science/Mathematics**

\* Lawrence Barton, Chemistry

Jacob Leventhal, Physics and Astronomy

**Business Administration**

\* Joseph Martinich, Business Administration

David Ronen, Business Administration

**Nursing**

\* Sally Hardin, Nursing

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**Assessment of Educational Outcomes**

**Faculty Needed: 1 faculty member from each of the following units**

**Humanities**

Linda Quinn Allen, Foreign Languages and Literatures

Piers Rawling, Philosophy

**Natural Science/Mathematics**

Keith Stine, Chemistry

**Social Sciences**

\* Gary Burger, Psychology

**Business Administration**

Charles Kuehl, Business Administration

Paul Speck, Business Administration

**Students Needed: 2**

\* Joseph Frank, Political Science

\* Chance Hollingsworth, Political Science

\* Gail Rimkus, Elementary Education

\* S. Brad Thompson, Biology

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**Budget and Planning**

**Faculty Needed: 1 faculty member from each of the following units**

**Natural Sciences/Mathematics**

Bob Henson, Physics and Astronomy

Teresa Thiel, Biology

**Business Administration**

Thomas Eyssell, Business Administration

\* Michael Harris, Business Administration

**Education**

\* S. Simon Kim, Educational Psychology

\* Steven Spaner, Educational Psychology

**Optometry**

\* Ralph Garzia, Optometry

**Students Needed: 2**

\* Joseph Frank, Public Policy and Administration

\* Ryan Metcalf, Economics and MIS

\* Jacob Parker, History

\* Thomas Wombacher, Music Education

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### Bylaws and Rules

**Faculty Needed: 3 faculty members 'broadly representative'**

**\*\* (At least 1 of the 3 faculty elected must be a faculty senator.)**

**Faculty members "broadly representative"**

- \* Gary Burger, Psychology
- \* Deborah Larson, English
- \* Lois Pierce, Social Work
- David Rose, Economics
- \* Steven Spaner, Educational Psychology

**Students Needed: 2**

- \* Katherine Hinklin, Political Science
  - \* Timothy O'Connor, Political Science
- 

### Computing

**Faculty Needed: 1 faculty member from each of the following units**

**Business Administration**

Kailash Joshi, Business Administration

- \* Vicki Sauter, Business Administration

**Nursing**

- \* Jean Bachman, Nursing

**Optometry**

- \* Ralph Garzia, Optometry

**Students Needed: 2**

- \* David Baugher, Communications
  - \* Matthew Schaeffer, MIS
  - \* Steven Wolfe, Education-Secondary and Elementary Reading
- 

### Curriculum and Instruction

**Faculty Needed: 1 faculty member from each of the following units**

**\*\* (At least 2 of the 4 faculty elected must be faculty senators.)**

**Natural Sciences/Mathematics**

Bob Henson, Physics and Astronomy

Peter Stevens, Biology

**Social Sciences**

Susan Brownell, Anthropology

Glen David Currey, Criminology and Criminal Justice

**Business Administration**

- \* David Ganz, Business Administration
- Marius Janson, Business Administration

**Optometry**

Edward Bennett, Optometry

**Students Needed: 2**

- \* D. Mike Bauer, Instrumental Music Education
  - \* Elizabeth King, Music Education
  - \* Aaron Kohrs, Music Education-Secondary
  - \* Joshua Stegeman, Political Science/Chemistry
-

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**Faculty Teaching and Service Awards**

**Faculty Needed: 3 faculty members from the College of Arts and Sciences**  
(No more than 1 can be elected from Humanities and no more than 1 can be elected from Social Sciences).

**\*\* (At least 1 of the 6 faculty elected must be a faculty senator.)**

**College of Arts and Sciences**

- Lawrence Davis, Philosophy
- Ricardo Flores, Physics
- \* Kimberly Kempf Leonard, Criminology and Criminal Justice
- \* Lois Pierce, Social Work
- Arthur Shaffer, History
- Keith Stine, Chemistry
- \* Richard Wright, Criminology and Criminal Justice

**PLUS: 1 faculty member from each of the following units**

**Business Administration**

- \* Douglas Smith, Business Administration

**Nursing**

- Janice Attala, Nursing
- Virginia Drake, Nursing

**Optometry**

- Larry Davis, Optometry

**Students Needed: 2**

- \* Kelly Kientzy, Business Administration
- Lisa Pettis, Philosophy

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**Grievances**

**\*\*\*VOTING RESTRICTED BALLOT\*\*\***

**Faculty Needed: 3 full professors, holding tenure appointments, "broadly representative"**  
"No faculty member involved in a substantial way in administrative work above the level of department shall be eligible."

**\*\* (At least 1 of the 3 faculty elected must be a faculty senator.)**

**Full professors, holding tenure appointments, "broadly representative".**

- Patricia Jakubowski, Division of Counseling
- Wayne McDaniel, Math and Computer Science
- Robert Nauss, Business Administration
- \* Paul Travers, Teaching and Learning

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**International Relations**

**Faculty Needed: 3 faculty members**

**Faculty members**

- Jerry Durham, Nursing
- \* Margaret Sherraden, Social Work
- Kenneth Thomas, Political Science
- Chikako Usui, Sociology
- Timothy Wingert, Optometry

**Students Needed: 1**

- Shaun O'Hara, Political Science

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**Physical Facilities and General Services**

**Faculty Needed: 3 faculty members**

**Faculty members**

Gary Bachman, Optometry  
Silvia Madeo, Business Administration  
Allen Wagner, Criminology and Criminal Justice  
George Yard, Teaching and Learning

**Students Needed: 3**

- \* Matthew Chambers, Communications
- \* Chance Hollingsworth, Political Science
- \* Jacob Parker, History
- \* Gail Rimkus, Elementary Education

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**Recruitment, Admissions, Retention, and Student Financial Aid**

**Faculty Needed: 2 faculty members**

**\*\* (At least 1 of the 2 faculty elected must be a faculty senator.)**

**Faculty members**

- \* Raymond Balbes, Mathematics and Computer Science
- Michael Elliott, Business Administration
- \* Lois Pierce, Social Work
- C. Thomas Preston, Communication

**Students Needed: 1**

- \* Roby N. Bracy III, CCJ
- \* Matthew Chambers, Communications
- \* Christi Cook, Biology
- \* Jodie Grass, Communication
- \* Andrea Kerley, Undecided

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**Research-Fall Panel**

**\*\*\*VOTING RESTRICTED BALLOT\*\*\***

**Faculty Needed: 3 faculty members from the College of Arts and Sciences**

**(No more than 1 can be elected from Humanities and no more than 1 can be elected from Natural Sciences/Mathematics.)**

**\*\* (At least 1 of the 5 faculty elected must be faculty senators.)**

**College of Arts and Sciences**

- \* Lawrence Barton, Chemistry
- \* William Connert, Mathematics and Computer Science
- \* Charles Korr, History
- \* Donald Phares, Economics
- J. Piers Rawling, Philosophy

**PLUS: 1 faculty member from each of the following units**

**Business Administration**

- \* James Campbell, Business Administration

**Nursing**

Virginia Drake, Nursing

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**Research-Winter Panel**  
**\*\*\*VOTING RESTRICTED BALLOT\*\*\***

**Faculty Needed: 4 faculty members from the College of Arts and Sciences**  
**(No more than 1 can be elected from Social Sciences.)**

**\*\* (At least 2 of the 5 faculty elected must be faculty senators.)**

**College of Arts and Sciences**

- Gordon Anderson, Chemistry
- \* Mark Burkholder, History
- Lawrence Davis, Philosophy
- Margo Hurwicz, Anthropology
- \* Sharon Levin, Economics
- Joachim Stoeckler, Math and Computer Science

**Plus: 1 faculty member from Optometry**

**Optometry**

**Faculty Member Needed**

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**Research Misconduct**  
**\*\*\*VOTING RESTRICTED BALLOT\*\*\***

**Faculty Needed: 3 Full professors, on continuous appointment, "broadly representative" of the faculty and do not devote more than 50% of their time to administrative duties.**

**\*\* (At least 2 of the 3 faculty elected must be faculty senators.)**

Robert Gordon, Philosophy

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**Student Affairs**

**Faculty Needed: 2 Faculty members "broadly representative"**

- Virginia Drake, Nursing
- D'Anne Hancock, Business Administration
- Mark Pope, Division of Counseling
- Nanora Sweet, English
- Anne Winkler, Economics

**Students Needed: 4**

- \* D. Mike Bauer, Instrumental Music Education
  - \* David Baugher, Communication
  - \* Roby N. Bracy III, Criminology and Criminal Justice
  - \* Matthew Chambers, Communications
  - \* Jodie Grass, Communication
  - \* Andrea Kerley, Business Administration
  - \* Elizabeth King, Music Education
  - \* Ken Kinworthy, Communications
- 

**Student Publications**

**Faculty Needed: 2 faculty members**

**\*\* (Both faculty elected must be faculty senators.)**

**Faculty members**

- Steven Schreiner, English
- Mary Troy, English

**Students Needed: 2**

- \* Brian Burgoyne, English/Education
  - \* David Kinworthy, Communications
  - \* Tom Wombacher, Music Education
-



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**University Libraries**

**Faculty Needed: 4 faculty members**

(No more than 2 can be elected from the College of Arts and Sciences because no more than 5 can be elected from any one unit.)

**Faculty members**

Janice Attala, Nursing  
Richard Cook, English  
Jerry Cooper, History  
Lori Schnieders, Counseling  
Timothy Wingert, Optometry  
Anne Winkler, Economics

**Students Needed: 2**

- \* Brian Burgoyne, English/Education
  - Sarah Modglin, Special Education
  - \* S. Brad Thompson, Biology
- 

**University Relations**

**Faculty Needed: 3 Faculty members**

**\*\* (At least 1 of the 3 faculty elected must be a faculty senator.)**

**Faculty**

Gary Bachman, Optometry  
\* John Hylton, Music  
Paul Speck, Business Administration  
Vetta Sanders-Thompson, Psychology

**Students Needed: 2**

- \* Christi Cook, Biology
  - \* Ryan Metcalf, Economics and MIS
  - \* Joshua Miller, Chemistry
  - \* Joshua Stegeman, Political Science/Chemistry
- 

**Video and Instructional Technology**

**Faculty Needed: 1 faculty member from each of the following units**

**\*\* (At least 2 of the 4 faculty elected must be faculty senators.)**

**Humanities**

Albert Camigliano, Foreign Languages and Literatures

**Natural Sciences/Mathematics**

\* Raymond Balbes, Math and Computer Science

**Business Administration**

Ashok Subramanian, Business Administration

**Nursing**

Patricia Freed, Nursing

**Students Needed: 2**

- \* Andrea Kerley, Undecided
  - \* Aaron Kohrs, Music Education
  - \* Joshua Miller, Chemistry
  - \* Steven Wolfe, Education
-



## University Senate

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(Minutes to be considered for approval at the Senate meeting on September 14, 1999, 3:00 p.m.)

**SENATE MINUTES  
UM-ST. LOUIS  
April 27, 1999  
2:30 p.m. 126 J. C. Penney**

Dr. Jeanne Morgan Zarucchi, 1999-2000 Chairperson, called the second organizational meeting of the 1999-2000 Senate to order at 2:30 p.m. Minutes of the first organizational meeting (held March 16, 1999) were approved as distributed.

Elections were held to fill vacant seats on Senate committees. In accordance with the bylaws, nominations were accepted from the floor; however, nominators were required to determine in advance that their candidate was willing to serve if elected.

Dr. Zarucchi thanked all of the members of Committee on Committees. She said that they did an extraordinary job in trying to identify nominees. Dr. Zarucchi's comment was met with applause.

Members of the Committee on Committees counted ballots upon adjournment. The results of the election are posted on the Senate Web Page.

Completing the business at hand, the Senate adjourned at 2:55 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Carol Kohfeld".

Carol Kohfeld  
Senate Secretary



## University Senate

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(Minutes to be considered for approval by the Senate Executive Committee)

**SENATE MINUTES**  
**UM-ST. LOUIS**  
**April 27, 1999**  
**3:15 p.m. 126 J. C. Penney**

Dr. Jeanne Morgan Zarucchi, Senate Chairperson, called the meeting to order at 3:15 p.m. Minutes from the previous meeting (held March 16, 1999) were approved as submitted.

Report from the Senate Chair -- Jeanne Morgan Zarucchi  
*(See Attached Resolution)*

A motion was made to accept the resolution honoring Vice Chancellor Kathy Osborn. Dr. Judd said that, in his experience, Vice Chancellor Osborn has been forthcoming with policies and advice, and has raised a lot of money for the campus. Dr. Zarucchi said that if the motion is approved it will be forwarded in a tangible form. The motion was approved unanimously and met with much applause.

Report from the Chancellor -- Chancellor Touhill  
*(See Attached)*

Dr. Burkholder said that after seeing The Chronicle, several of his colleagues in the History department had questions regarding the 3.2% fee increase. Chancellor Touhill said that she was going to address the issue during the Budget and Planning Committee remarks. Chancellor Touhill said that it is true that the legislature gave a 3.2% increase to the budget. She said that the Board of Curators opted for Mission Enhancement money first and inflationary increase second. Chancellor Touhill said that the General Officers had a conference call last week to discuss guidelines, and the guidelines are such that it will be a 0% increase for those who did not merit a raise, \$400 minimum for those who have the benefit eligible status, and a flat amount for those tenured or promoted this year. She said that some of the Deans would probably give extra money for individual circumstances.

Dr. Burkholder asked if the figure is based on what the legislature is providing or the legislature appropriation plus increase in fees. Chancellor Touhill said that when all figured, the increase in fees is what the legislature gives, the fact that we are funding Mission Enhancement first on all 4 campuses of the University Missouri System, plus cost to continue, plus salary increase and increase to health care benefits, in some cases possibly 30%, the thought was to try to devise a system by which most people get money for their benefits. Chancellor Touhill said that she took this to the Budget and Planning Committee, Academic Officers and the General Officers for discussion.

Dr. Burkholder asked if UMMSL got its fair share by this approach. Chancellor Touhill said that she has not worked out whether it is 12%, but she will work that out. Dr. Burkholder said that 12% is a terrible figure, this is a serious issue, and we will lose faculty because of this. Chancellor Touhill said that the President has said to the General Officers this will not happen next year.

Dr. McBride asked what the Board of Curators recommended for salary adjustments. Dr. McBride asked if the salary increase figures were decided by taking out our cost to continue and the increase would be what is left over. Chancellor Touhill said that this is generally the way it is done. Chancellor Touhill said that the Board of Curators statement would be addressed during the Budget and Planning Committee remarks.

Dr. Zarucchi asked that Budget and Planning Committee questions be deferred until the Budget and Planning Committee Report. Dr. McBride said that he would defer the salary question.

Dr. McBride asked if \$750,000 had been allocated to the Marketing Campaign, as recommended by the Budget and Planning Committee at the meeting in October. Chancellor Touhill said that she felt the members were comfortable with the presentation. Vice Chancellor Osborn addressed this question, and said that it was decided that a commercial would come out in the fall. Dr. McBride said that he was not questioning the details of the presentation but the allocation of the \$750,000. Vice Chancellor Osborn said that Vice Chancellor Grace, Vice Chancellor Nelson and herself are able to extend money for the remainder of this fiscal year, for the next academic year, and part of the summer and fall of next year. Vice Chancellor Osborn said that this would give the campus time to decide on long term efforts for marketing.

Report from the Faculty Council Presiding Officer -- Dennis Judd  
(See Attached)

Report from the IFC Representative -- Silvia Madeo

Dr. Madeo said that there was a discussion at the IFC meeting concerning the large health care increases. She said that according to President Pacheco, and other members of the IFC (who are also on the Benefits Committee), the System chose to draw down reserves for several years for rising health care cost. Dr. Madeo explained that the System is now at the point where it can no longer do this, and is having to make up for substantial increases in one year.  
(See Attached)

Dr. Korr said that at one time there was a faculty committee that dealt with health care issues and helped to choose a health care provider. Dr. Korr asked if the committee was still in existence. Dr. Madeo said that a committee of faculty and staff still exists and the campus members are; Susan Feigenbaum (Economics), Tom Eysell (Business School) and Ernest Cornford (Finance). Dr. Madeo said the IFC members were told that current costs are at the same level that existed 4 years ago when the new managed care system was adopted. The committee believes that it has helped control cost increases, but there seems to be a new push in the economy for health care costs.

Dr. Connett asked if the new software system (PeopleSoft) has ever been implemented on a large campus or state university. Dr. Madeo said that she did not have a lot of history about the software, but said that PeopleSoft is new and just developing some parts. Dr. Madeo said that Rolla would be the first campus with extensive use of the software. Dr. Madeo said that there would be an "on

campus" meeting April 29, with representatives of the System. Dr. Madeo said that the software is quite complex and covers student databases, accounting for the university and a lot of other information, at some substantial cost, as the campus gets used to using the system.

Dr. Judd said that in 1993 the Chancellor reported that she set up an escrow fund or savings for a rainy day. Dr. Judd asked if there was a fund in existence and what was its size. Dr. Judd said that, at that time, the savings were not returned to the faculty salaries. Chancellor Touhill said that this is on the Agenda for Budget and Planning and she will talk about those funds and how she envisions their use. Dr. Judd again asked the Chancellor if there was a fund. The Chancellor replied yes, I have those funds, and I'm going to seek the advice of Budget and Planning and the advice of the Academic Officers.

Dr. Madeo asked faculty members to give some thought, before the Spring Faculty meeting, about changing IFC representation from a 3-year term to a 2-year term. Dr. Madeo explained that with this change there would be an election each year for 1 new IFC representative.

Report from Committee on Committees -- Gail Ratcliff

*(See April Agenda Attachment)*

Dr. Ratcliff said that the Committee on Committees report is not an action item but a discussion item and the Executive Committee has asked that the discussion be kept to ten minutes or less.

Dr. Connett asked if information is still being gathered and when it will be an action item. Dr. Ratcliff said that depending on the reaction today, next year's Committee on Committees might choose to bring it forward as an action item. Dr. Roth asked if the Executive Committee was polled. Dr. Zarucchi said that in August, at the start of the 1998-99 Senate, she conducted an informal poll with past and present committee chairs. Dr. Zarucchi said she received interesting but inconsistent feedback, but the general agreement was that the Executive Committee was too large. Dr. Zarucchi said the poll showed disagreement as to which committee chairs should be included in the Executive Committee.

Dr. Roth asked what prompted this poll. Dr. Zarucchi said that the initiative came from her office in response to many comments and requests from committee chairs and was forwarded to the Committee on Committees.

Dr. Ganz said that if there is support, the proposal should come from the Bylaw and Rules Committee. Dr. Ganz said that Bylaws specify changes to the membership of the Executive Committee would need a Senate vote on the proposed change, endorsed by the campus faculty and system approval. Dr. Long said that the Bylaws and Rules Committee did attempt to deal with this, but because of other pending issues, it did not make a recommendation. Dr. Long said that the Bylaws state that the committee shall receive proposed changes, but does not state that changes have to come from the Bylaws and Rules Committee.

Dr. Connett asked which committee chairs would no longer be included in the Executive Committee. Dr. Ratcliff answered Athletics, Assessment of Educational Outcomes, Committee on Committees, Faculty Teaching and Service Awards, Grievances, Research Fall and Winter Panel, Research Misconduct, Student Publications, and Video and Instructional Technology.

Dr. Cohen recommended a larger room for the Executive Committee next year. Dr. Long said that the Executive Committee is nearly as large as other campuses' whole governance populace. Dr. Long said that a larger room might not be the right solution. Second, the rationale was that these committees very rarely have business to bring to the Executive Committee and third, remember the function of the Executive Committee is primarily an agenda committee and they also talk about ways of facilitating the work of the Senate Chair and the Senate. Dr. Long said the Executive Committee is not a governance body at all.

Dr. Burkholder said that at one time the Executive Committee was a sounding board so that only a small group would spend 1 to 1-1/2 hours on discussions instead of 100 people, and if the committee thought it needed to come to the Senate, it had a great advantage of anticipating a lot of lengthy discussion. Dr. Ganz said that it does have a potential of being a Governance Body because one of the charges of the committee is that if something came up over the summer the Executive Committee may be called. Dr. Long said that is the odd thing about the bylaws, it is the governance body as a last resort in the summer, but primarily it is an agenda committee and he would submit in the spirit of the bylaws and its infrastructure that to use it for extensive discussions is not proper. The individuals who were elected as chairs of the committees are not necessarily representatives of the broad constituencies of the campus. Dr. Long said that it distorts the function of the Senate if you put too much emphasis on that rule.

Dr. Roth said that efficiency is not or should not be a primary motivation for a democratic institution; one of them should be as many voices around the table as possible. He said that the Senate has suffered because issues exist that have been debated less and less and become roll call votes. Dr. Ratcliff said that this proposal is meant to do exactly the opposite, which is to bring discussions back to the Senate.

Report from University Libraries -- Harold Harris

*(See Attached)*

Report from Curriculum and Instruction -- David Ganz

All course proposal action items (see agenda) were approved.

The Master of Health Sciences in Informatics and Managerial Decision-making was discussed at length. Dr. Harris noticed that 1 course was not listed on the course overview. Dr. Ganz and Dr. Sanchez agreed and said it was a typographical oversight.

Dr. Long asked why the School of Optometry was not asked to sign off on the Master of Health Sciences in Informatics and Managerial Decision-making, since the school is the doctoral level Health Profession on campus. Dr. Long made a motion to postpone the new degree program until the School of Optometry had reviewed and signed off. Dean Wartzok said that a member of the School of Optometry was included in the initial discussions, but did not see a need to participate in the authorization. Dean Wartzok said that the postponement would put the program off for another year. Dr. Sanchez and Dr. Levin apologized to the School of Optometry, but spoke strongly in favor of approving this new degree program. Dr. Judd suggested a compromise and said that the School of Optometry could be consulted before the actual courses were approved next year. Dr. Long agreed with the compromise and withdrew his motion. Dr. Long said that the School of Optometry has been left out of various things that involve health sciences. Dr. Connett did not withdraw his

second on the motion and felt that bad precedence was being set. A vote was taken for the motion to postpone, the motion did not pass. More discussion took place regarding the Master of Health Sciences in Informatics and Managerial Decision-making. A vote voice was taken to approve the new degree program and it was approved.

Dr. Ganz reported that the Curriculum and Instruction Committee had some concerns about the Change in Degree Requirements for the B.S. in Criminology and Criminal Justice because it disallows courses taken through Independent Study. Dr. Martinich asked for a clarification on the courses in question. Dr. Ganz said he was referring to video courses offered through the UM-System, but listed as a UMSL course. Dean Smith said that the courses were not video courses but from a correspondence course program, and asked if this would bring up contractual issues. After some discussion a motion was made to substitute the exact name of the courses in question for Independent Studies. Dr. Wright accepted the suggestion to add the exact courses in question. The B.S. in Criminology and Criminal Justice, Change in Degree Requirements, was approved.

Dr. Martinich made a motion to amend the rationale for the Change in Degree Requirements, Pierre Laclede Honors College: Honors Program. Added to the rationale would be the phrase "and appropriate department chairs and the Honors Dean" (see page 8). The proposal to amend the rationale was approved. A vote was taken for the Change in Degree Requirement proposal, and it was approved.

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*(See Attached-Last Day to Enter Class-Approved 4-27-99/Effective Winter Semester of 2000)*

Dr. Peck said that Academic Advisors should be notified of this change because that is where most undergraduates get the idea that they can ask instructors to allow them to enter a class well into the semester. Dr. Peck said that Academic Advisors should be encouraging students to be in class the first week of a semester. Dr. Ganz said that the next printed Bulletin would reflect this change. Mr. Stegeman said that the Schedule of Courses has already been printed and students would not know about the change. Dr. Ganz said that the change would not be implemented until the Winter Semester of 2000.

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*(See Attached-Y Grade-Approved 4-27-99/Effectively Immediately)*

Dr. Ganz said that the substance of the proposal is that the Y grade will be a permanent entry and will not change to an F. Mr. Stegeman said that he represented several students when he spoke in favor of the proposal of the Y grade. Mr. Stegeman said that this is the best method to maintain students and that it distinguishes that the student did not fulfill class requirements and holds the student accountable.

Dr. Cohen said that she had concern about the phrase "We recommend that a regular grade be assigned if there is a basis for a grade". She said that students who left class in the middle of the semester expect a grade for the work completed. Dr. Ganz said that this was completely in the instructor's hands and the syllabus should note that a student would be expected to complete all requirements of the course.

Dr. Friedman asked if it was in order to make a motion to put the proposal in effect immediately. Dr. Ganz said that it should not go into effect until it was in print. Dr. Friedman said that it was not a penalty to students, but a favor.

Dr. Harris said that it was inconsistent that a student could attend class for 1/2 a semester and receive a Y grade, and that an Y grade should be given to a student that never attended class. Dr. Ganz said that he agreed with Dr. Harris and the intent of the Y grade suggests that a student has never come to class or has disappeared after the first week of class.

Dr. Connett asked how often the Y grade is changed to an F. Dr. Ganz said that the DAR system (Degree Audit Report) does not handle a blank on a grade sheet. Dr. Ganz said that presently the Registrar is instructed to insert a grade of Y. It then changes to an F, and an excused grade can only be given to a student who has officially withdrawn from class. Dr. Ganz said that if the proposal is approved, a student is not at risk of having his/her GPA effected adversely by the Registrar making that change.

Dr. Friedman said that it could be a grandfather clause and any Y given this semester would go forward with the new regulation. Vice Chancellor Nelson said that it is allowable because we are not disadvantaging students. Dr. Long disagreed. Dr. Zarucchi accepted Dr. Friedman's motion to insert language to make it effectively immediately if it were to pass. Dr. Ganz said that he would first like to see if there was support for the proposal. Dr. Friedman withdrew the motion.

The question was called and a voice vote took place. The motion to accept the proposal was approved unanimously. After much discussion, a voice vote was taken on the motion to implement the policy immediately. Dr. Zarucchi asked for a show of hands, Ayes 25, Nays 13. The motion passed to implement the Y grade immediately. Dr. Ganz concluded the Committee report, deferring discussion of the "W" grade proposal to a future meeting.

Report from Computing -- Susan Sanchez  
(See Attached)

Report from ATP -- Rocco Cottone  
(See Attached)

Report from Budget and Planning -- Chancellor Touhill  
(See Attached)

Dr. Long said that there is a rumor that cast some doubt on the fiscal effectiveness of the Endowed Professor program, and asked if there was consideration to reevaluating the program. Chancellor Touhill said that the Endowed Professorship program at UMSL started under President Russell and that UMSL was allocated 25 professors and all 25 slots are filled. She said that this particular program is now closed.

Dr. Judd asked if some of the Endowed Professors are backed by rate dollars. Chancellor Touhill said that they have the backing of rate dollars, but some of them have been given out in cost dollars. Dr. Judd asked how they are credited by rate dollars. Chancellor Touhill said they can be converted to rate dollars. Dr. Judd asked if these are counted as some of the general reallocations, and that some other positions may not be filled. Chancellor Touhill said that there is a question of whether



we will have cost reallocations for next year, and she will talk to Budget and Planning about this at a future meeting. Chancellor Touhill said that reallocations could be rate reallocations and cost reallocations, and will not take from any of the Deans' unfilled positions. Dr. Judd said that many positions have not been filled in several years and some could be filled instead of using cost dollars for Endowed Professors.

Chancellor Touhill said that every department has a budget, and the Chancellor's office had the money for the Endowed Professors. Dr. Jones said if departments have to take from rate accounts and send the funds to Woods Hall, and cost dollars are coming out of rate accounts, in the short run some of the cost dollars may be paying part of the Endowed Professors. Chancellor Touhill said that the units all have their money from the budget, and the Chancellor's office did have money and it was used basically for Endowed Professors and minority hires. She said some units might have had to give up \$500,000 in cost dollars but got \$900,000 back in cost dollars. Chancellor Touhill said it is not as easy as it sounds, and she is working on a plan not to have cost cuts next year, she is not sure if she is going to make it, but is working on it and it has a good chance.

Dr. Ratcliff said that she is confused that there are rate dollars in the [Chancellor's] C column to pay Endowed Professors, but doesn't understand what is being spent on now that was not being spent on before. Chancellor Touhill said to look back in 5 years of the Visions document and 5 years of the Challenge document and 2 years of Enhancing the Mission, you can see where rate and cost dollars have been given out. Dr. Ratcliff asked where the rate money came from. Chancellor Touhill said it's been in the Chancellor's accounts. Dr. Ratcliff asked what it had been spent on. Chancellor Touhill said it would be given out in cost dollars for things that Deans asked for.

Dr. Jones said that for several years units were told that they had to reallocate some of their rate dollars to come up with salary increases, and the Chancellor said that was because she didn't have enough rate to cover them, and she said she did have it, but she chose this way other than to fund the salary increases. Chancellor Touhill said that the 5 year plan every Dean, in that year before, knew what would be the rate and cost requirements of the 5 year plan. Some units made their plans at the beginning and some units filled all their positions so that when someone left the University they used that money in order to pay for their 5 year plan. She did have money and she did give it out in cost dollars, but she didn't give it out in rate except for basically two reasons, Endowed Professors and minority hires and then she gave it out in rate. Dr. Jones asked if for several years the units were required to reallocate part of their S & W budget, typically out of open positions, to help fund salary increases in order to increase some rate in the Chancellor's office that could be used for Endowed Professorships. Chancellor Touhill said that units were asked to allocate about a 1/2% more than the pool for several years. Every Dean, except Education, always went above the 1/2%. Dr. Jones asked if his questions mischaracterize the situation or describe the situation. Chancellor Touhill said that she has had rate and held that rate for Endowed Professor and minorities and has asked the Deans to often come up with a 1/2% more. Dr. Jones said the record would speak for itself.

Dr. Zarucchi suggested that this discussion continue at the next Budget and Planning meeting. Dr. Long pointed out that he is not a member of the committee and does not have a right to speak and he is a member of this body and does have the right to ask questions or speak here. Chancellor Touhill said that she was willing to recognize non-members of the committee at the Budget and Planning meeting next meeting.

A motion was made, seconded and passed, to adjourn the Senate meeting at 5:22 p.m.  
[Note: Since the final Senate meeting was adjourned with unfinished business, Dr. Zarucchi announced that the remaining committee reports would be distributed with the Minutes. Those reports are attached.]

Respectfully submitted,



Joyce Corey  
Senate Secretary

Attachments:

- 1) Approved Resolution-Vice Chancellor Osborn
- 2) Report from the Chancellor
- 3) Report from the Faculty Council Presiding Officer
- 4) Report from the IFC
- 5) Report from the University Libraries Committee
- 6) Approved Proposal from C & I-Last Day to Enter Class/Effective Winter Semester of 2000)
- 7) Approved Proposal from C & I-Y Grade/Effectively Immediately)
- 8) Report from the Computing Committee
- 9) Report from the ATP Committee
- 10) Report from the Budget and Planning Committee
- 11) Report from the Student Publications Committee
- 12) Report from the University Relations Committee
- 13) Report from the Video and Instructional Technology Committee

## RESOLUTION

*Whereas* Kathleen T. Osborn is a distinguished graduate of the University of Missouri-St. Louis and recipient of the 1999 Presidential Citation for Alumni Service, and

*Whereas* she has served the University with dedication since 1986, as Director of Alumni Relations and later Vice Chancellor of University Relations, creating a successful and dynamic network of alumni and community partnerships, and

*Whereas* she has served as a member of the University Senate and has provided leadership to the Senate Committee on University Relations,

*Be it resolved* that the Senate of the University of Missouri-St. Louis recognizes and thanks Kathleen T. Osborn for her outstanding contributions to the campus.

Approved Unanimously on Tuesday, April 27, 1999

April 27, 1999

**Senate Remarks**

By Chancellor Blanche Touhill

**Enrollment Management Task Force**

In November 1997, vice chancellors Nelson and Grace established an Enrollment Management Task Force and seven working groups to review our enrollment situation. The Task Force last week submitted a preliminary report to my office with several key findings and recommendations for action. Copies have been sent to the schools and colleges for review.

I will provide my reaction to the report after faculty in the schools and colleges have had appropriate time to submit their recommended changes or additions to vice chancellors Nelson or Grace.

**Student Satisfaction Survey**

Last fall, more than 80 faculty members cooperated with Student Affairs by giving class time for the administration of a student satisfaction survey. The results of that survey were sent to the participating faculty yesterday.

Among the important findings in the survey was that students rated the quality of instruction at the University of Missouri - St. Louis as very high. We were meeting or exceeding their expectations.

At the other extreme was our parking situation. Students felt that this campus was not meeting their parking needs. Students also questioned the quality of our academic advising and the need for fee-supported activities such as intramural sports.

Overall, the survey indicates the university is doing a good job of identifying and fulfilling students' expectations relative to national benchmarks and other urban institutions that have used this survey instrument.

**Laptop Computers**

The University Senate on Computing has recommended that we broaden the desktop computing plan to allow the purchase of laptops as well as desktop computers. After discussing the issue with Jerry Siegel, Jim Krueger, and Jack Nelson, I have decided to accept the committee's recommendation as follows:

April 27, 1999

Senate Remarks  
By Chancellor Touhill

Page 2

When a faculty or staff member is scheduled to receive a new computer that person may opt to receive a laptop rather than a desktop provided:

- that the laptop meet minimum system standards established by the campus computing office,
- and that the faculty or staff member's department or school covers the cost differential between the laptop and the standard desktop system provided by computer services.

**Kathy Osborn is leaving**

As many of you know, Vice Chancellor for University Relations Kathy Osborn is leaving the university to become the senior vice president for regional business community development at the St. Louis Commerce and Growth Association.

Kathy has done a remarkable job as Vice Chancellor. And while I am saddened for the campus that Kathy is leaving, I am thankful that the St. Louis community will continue to benefit from her talents and energy.

I hope that over the coming days you will join with me in wishing her well in this new, challenging position.

April 27, 1999

## **REPORT OF THE PRESIDING OFFICER**

The Faculty Council met on April 8, 1999, to discuss with the Chancellor her stated plans to backstop any deficits that may be incurred from operations of the Performing Arts Center. The meeting was well attended, and the discussion was lively. Since the discussion was also lengthy, I will spare you a detailed summary. In brief, the Chancellor indicated that her method of backstopping was to use reserves to cover deficits, not only for deficits that may be incurred by the Performing Arts Center, but for other programs on campus. Several faculty pointed out that this method of backstopping would inevitably divert campus resources from other potential uses. It would be fair to say that this discussion did not reduce concerns among those who feel that the Performing Arts Center may require reallocations from other campus programs. This issue also continues to divide the faculty to some degree, so in that meeting, and today, I take the position that this issue should be laid to rest -- as far as the Faculty Council is concerned -- and attention should be focussed on campus governance. These kinds of controversies can be avoided in the future if the administration participates in creating a culture of collaboration in the place of decisions imposed from the top.

The Faculty Council also discussed campus governance. Since that meeting, Jeanne Zarucchi and I have announced the members of the Conference Committee. All the members of the committee volunteered. They are: Nassar Arshadi, Mark Burkholder, Joyce Corey, Tim McBride, Lois Pierce, Gail Ratcliff, Steve Spaner, and Lana Stein. The Faculty Council instructed me to appoint five Council members, and the Senate indicated it would hold an election for five Senators to serve on the committee, unless there were five or fewer nominees. The total committee membership comes to eight because some of its members serve on both the Council and the Senate. Jeanne and I have asked the committee to submit a report with specific recommendations by the first meetings of the Council and Senate in the fall.

In the April 8 meeting, the Chancellor indicated that she has reserve accounts to cover various contingencies and to fund some campus initiatives. There was substantial discussion about the size and source of these reserves; specifically, some faculty members expressed concerns about whether these reserves have been accumulated by excessive reallocations or other policies that essentially tax units on campus, in effect converting specific program funds to the Chancellor's accounts. The effect such practices would have in undermining the campus's budgetary and program planning was discussed. I believe the questions asked about this cannot be answered without further information. I will soon be asking the administration about the sources and uses of these reserves.

Recent budget documents make it appear almost certain that the campus will experience reallocations this year of at least \$1.25 million, and perhaps more. This arises from the fact that the campus has submitted a budget to the system estimating 217,000 credit hours for next year, but has built a campus budget around an estimate of 225,000 credit hours. I call upon the Chancellor to announce any reallocations before the faculty leave at the end of the academic year, so that faculty have the opportunity to express their views to the administration. The practice of delaying such important announcements undermines governance and sustains an atmosphere of distrust between administrators and faculty.

**Report to the Senate  
Intercampus Faculty Council  
April 27, 1999**

The IFC has met twice (on March 19 and April 13) since the last Senate Meeting. Topics discussed include:

**Academic Grievance Procedures.** It appears that the IFC has addressed all remaining concerns of System Counsel or President Pacheco. The proposed changes are being reviewed by the General Officers and are expected to be presented to the Board of Curators for their approval at their next meeting in May. Some important changes are (1) appointment by the Chancellors of an Academic Grievance Officer on each campus, (2) inclusion of a "more believable than not" standard of proof for the grievant's claim, (3) provision that the Hearing Committee may ask the grievant, respondent, or the Academic Grievance Officer to furnish additional information including a statement of the evidence to be offered, and (4) inclusion in the paragraph detailing bases for a claim of discrimination of the Board of Curator Policy on Maintaining a Positive Work and Learning Environment.

**Dual Credit Programs.** Steve Lehmkuhle is a member of a task force of the CBHE Committee on Transfer and Articulation. This task force was formed to review CBHE's 1992 policy on dual credit courses (collegiate-level courses taught by high school faculty to high school students). The task force draft report addresses student eligibility, faculty qualifications, and program administration. It also lists several options regarding transferability of credit, ranging from no limitation to a policy that a receiving institution is not obligated to accept more than 24 semester credit hours of dual credit. The task force will make its recommendation to CBHE at its June meeting. Steve said the task force would welcome input from individual faculty or from the Senate.

**Budget Issues.** At both meetings President Pacheco stated his expectation that the budget this year will be tight. Mission enhancement money will be maintained, but there will be only a 2% increase beyond that. About half of that amount will be required to pay for the System's share of increased health care costs. The next two years will see substantial increases in health care costs for the System and for faculty. While the details are still being debated by the Benefits Committee, it is likely that employees will experience increases in premiums, co-pay amounts, and prescription drug costs.

**Administrative Systems Project.** Over the next three to five years, the System will be replacing existing administrative systems with integrated software from PeopleSoft. The budget for this project is \$40 million, with 20% to be paid by the campuses. Faculty members are promised on-line, real-time information for advising, course enrollments, appointment scheduling, and post-award grants management. Staff members are promised a reduction in labor intensive paper processing and data entry tasks. President Pacheco expects the system to save money in the long run.

**Post-Tenure Review.** The Board is once again discussing the issue of post-tenure review. It is clear from discussion at the IFC that practices regarding annual reviews vary across and within campuses. President Pacheco advised the IFC to become involved in suggesting enhancements to the annual review process that will satisfy the Board's desire for more stringent post-tenure review.

Respectfully submitted,  
Silvia Madeo



## University Senate Committee on Libraries

April 27, 1999

Harold H. Harris

The Senate Committee on Libraries was convened March 8 at the request of Vice Chancellor Nelson for the purpose of advising him about the constitution of a committee to search for a new Director of Libraries, to replace Joan Rapp who has resigned. The committee is now constituted. It consists of Jerry Durham, Dean of the School of Nursing (Chair), Amy Anott and Raleigh Muns from the UMSL libraries, Priscilla Dowden of the History Department, Louis Lankford from Art, Robert Nauss from the School of Business, Piers Rawling from Philosophy, Ruth Bryant from the Mercantile Library Board, and myself. The Search Committee met for the first time this morning. If all goes according to plan, it is anticipated that advertising will begin in summer or late spring, 1999, interviewing of candidates will occur early in the fall semester, and the position may be filled near the end of the millenium. The Vice Chancellor has stated that he would like to have the new person in place no later than July 1, 2000.

The Senate Committee on Libraries, the Senate Computing Committee, and the Senate Committee on Video and Instructional Technology met March 15 with members of a UMSL Task Force on Intellectual Property and a University-wide Committee that is working to establish guidelines for intellectual property that include the digital delivery of instructional material and other intellectual content. The purpose of the meeting was not to formulate policy, but simply to exchange views about these matters, in order that faculty concerns not be overlooked. The U-wide Committee is also meeting with faculty on the other three UM campuses, as they begin the process of creating a workable policy. For those of you interested, the UMSL Task Force's draft document is available on the UMSL Web pages, at <http://www.umsl.edu/services/library/property/guidelines.htm>, as are a number of links to resources at other institutions.

Hal Harris

**Approved by the University Senate on April 27, 1999**  
**(Effective Winter Semester of 2000)**

**Policy Regarding Entering Classes**

The Senate recommends that students not be allowed to enter courses (undergraduate and/or graduate) following the first week of a regular semester without the written consent of the instructor.

**Approved by the Senate on April 27, 1999**  
**Effectively Immediately**

**Changes in the Grading System at UM - St. Louis for Individuals Who  
Leave Courses in Which They are Officially Enrolled**

***Recommendation:* To make the "Y" grade a permanent grade.**

If a student neither *officially* drops nor withdraws from a course, but stops attending, the faculty member will need to determine whether or not there is basis for a grade. If there is basis for a grade, a regular grade is assigned at the end of the term. If there is no basis for a grade, the instructor currently assigns a grade of "Y". This grade changes to an "F" at the end of one year unless changed by the instructor to an "EXC" (on a grade change form accompanied by an approved withdrawal from the course). **We are recommending a change.** We recommend that a regular grade be assigned if there is basis for a grade; if not, that the "Y" grade be a *permanent* entry on one's permanent record card with no impact on one's grade point average. It would *not* change to an "F".

[Note: current policy results in the "Y" grade administratively changing to "F." There are times when the "Y" grade is *administratively assigned* even though a faculty member has no intent for a grade of "F" to be the desired outcome. For example if an instructor assigns no grade, the registrar has been instructed to assign a grade of "Y" which ultimately becomes a grade of "F." Also, if a faculty member assigns an "EXC" grade to a student who has not *officially* withdrawn from the course, the "EXC" is not able to be processed by the registrar's office and is changed to a "Y" by that office which effectively assigns the student a grade of "F."]

# SENATE COMPUTING COMMITTEE REPORT

April 27, 1999

The committee met to discuss the issue of access to advance technology classrooms. Two problems have arisen that warrant attention in the coming months:

- 1) For the first time, a conflict for one time period in a Windows classroom could not be resolved by negotiation. Both courses are currently listed as room "TBA" for the fall term.
- 2) CCJ reported an inability on the part of some faculty to get access to computer classrooms. These requests have not received by those doing the detailed scheduling. We need to follow up on the process to determine where and why the requests are stopping, though it appears that class sizes may play a role because of the ATCs' limited capacities.

Both these issues indicate that the ATCs may continue to be used more heavily in the future. I encourage faculty using classrooms with individual student stations to carefully consider whether their pedagogical needs can be met in an instructor-station classroom, or alternating classes each week between a full ATC and another type of room, so that the campus can make the best use of its existing technology, allow greater access to the ATCs, and add facilities that match the needs of the faculty and students. At the same time, I encourage any faculty who wish to use an ATC, but feel they have been (or may be) denied access, to persevere: it is the policy of the scheduling committee to handle all requests. I will add any additional information to the SCC's final report next month.

After the last Senate meeting, I forwarded the "laptop resolution" to the Chancellor for her consideration, anticipating that it would pass easily during the April meeting. I wish to thank the Chancellor for expanding the desktop plan to allow the purchase of laptops as a primary system, so long as the additional funds are supplied by the unit. We have also received clarification about compliance with the UM-system standards for the Administrative Systems project. If a faculty/staff member has one machine (laptop or desktop) which meets these standards, secondary machines need not comply. Faculty and staff may purchase computers off the Volume Purchase Agreements, or request authorization from Jerry Siegel for other brands/types of machines. Since the premium for "compliant" systems is high -- primarily due to the need for 4 year warranties and a commitment that components will be repairable -- individuals and units may find it advantageous to opt for two machines rather than one. Those who find laptops less comfortable to use, or who wish to avoid toting a machine back and forth each time they come to campus, may also prefer the laptop as a secondary machine. However, in situations where the laptop is the preferred system, or the faculty/staff member already has a compliant desktop, they now have the option of purchasing a laptop with partial support from the desktop plan.

Campus computing has been working with those who still have accounts on UMSLVMA to migrate them to another system. This machine is not Y2K compliant, so for any procrastinators out there I urge you to take this summer to make the switch.

## REPORT TO THE UNIVERSITY SENATE ON APPOINTMENTS, TENURE, AND PROMOTION

4-27-99

  
From: R. Rocco Cottone, Chair, Senate Committee on Appointments, Tenure and Promotion (ATP).

The 1998-1999 Senate ATP Committee reviewed a total of 49 dossiers in the following categories (with outcomes indicated in parentheses):

- 13 Assistant Professors were reviewed for Tenure and Promotion – (10 were recommended and 1 is pending due to dossier-related issues)
- 1 Assistant Professor was reviewed for promotion only – (recommended).
- 12 Associate Professors were reviewed for promotion – (all recommended).
- 4 Appointments at the rank of Full Professor with tenure were reviewed – (3 recommended).
- 1 Appointment at the rank of Associate Professor with tenure was reviewed – (recommended).
- 12 Curators' Professor candidates were ranked.
- 6 Distinguished Teaching Professor candidates were ranked.

In addition to alerting the administration to Executive Order 6A, the Committee was involved in the following activities this year:

- A meeting with all the Deans to address unit documents and the system-wide standards.
- A meeting with Drs. Touhill and Nelson to address procedural issues.
- A meeting with Dr. Nelson to address his proposed procedural changes (related to Executive Order 6A), which were later implemented with modification.
- The drafting of a Senate resolution that received near unanimous support and which was forwarded to the IFC.
- A request for a formal administrative policy on filling slots vacated by a unit's "no tenure" decision; Dr. Nelson drafted a formal policy statement that was communicated to the Deans on this matter.
- The appointment of a subcommittee to review all ATP policies and procedures and to make recommendations to Vice Chancellor Nelson and, if necessary, the Senate. (The subcommittee is chaired by Bruce Wilking and is composed of all Committee members returning to Committee responsibility next year.)

Related to case decisions, in every case involving promotion and/or tenure, candidates received letters directly from the Committee informing them of the Committee vote, concerns (if any), and their options in response to the Committee's decision. Each candidate had the opportunity to rebut a negative decision by the Committee. In one case, a rebuttal resulted in a request for enhancement of a dossier. In several cases, candidates had the option to rebut the Committee's negative decision, but they chose not to rebut the decision. When there was a disagreement with a Dean's decision, the Committee invited the Dean to address the committee, before the decision was communicated to the candidate; this procedure resulted in one reversal of a Committee decision.

At this point, subcommittee members will be busy working on assessment of procedures and policy. Feedback from faculty members and administrators is welcomed.

A special thanks is extended to Committee members who have been patient and exacting in their efforts to make fair and informed judgments in a year that required a major commitment in time and effort. The Committee members are: Susan Feigenbaum, Carol Peck, Silvia Madeo, John Hylton, Roberta (Bobbie) Lee, Bruce Wilking, Maryellen McSweeney, and Teresa Thiel.

Thank you.

## REPORT OF THE SENATE BUDGET AND PLANNING COMMITTEE

April 27, 1999

The Budget and Planning Committee has met three times since the last Senate Meeting.

At the March 19<sup>th</sup> meeting the Committee discussed the campus plans for year three of Mission Enhancement, the Operating Budget for fiscal year 2001, the Capital Appropriations for fiscal year 2001 and data on student credit hours generated per FTE faculty. We have not yet heard from the System on the outcome of this request. Vice Chancellor Reinhard Schuster presented to the Committee the campus' five-year capital requests for new construction and renovation/rehabilitation. Vice Chancellor Jack Nelson presented information on teaching load data per FTE faculty.

At the April 1<sup>st</sup> meeting, the Committee discussed the endowed professor program and the campus' final submission for the fiscal year 2001 Appropriations Request.

At the April 15<sup>th</sup> meeting, the Committee received a presentation on the marketing program by the Adamson Group and the Committee discussed salary increases, Mission Enhancement and the FY2000 Operating Budget. On the issue of salary increases the University of Missouri is planning to provide a very low salary increase (approximately 1%) which will be coupled with an anticipated 30% increase in staff benefits. I asked for the advice of the Academic Officers and the Budget and Planning Committee in order to obtain the campus' view on this matter. Both groups agreed that we should provide an across-the-board flat amount increase to all benefit eligible individuals to help defray the rising health care premiums. The Chancellors, Vice Presidents and the President discussed this issue on a conference call, April 20<sup>th</sup>. It appears that the President will

recommend to the Board at the May 1999 meeting, that funds budget for salary and wage increases for 1999-200 be distributed according to the following principles:

- Salary and wage increases will be restricted to faculty and staff whose performance is satisfactory.
- The minimum increase for benefit eligible faculty and staff is \$400 per year, or 0.19 per hour for hourly personnel.
- Funds in excess of the minimum may be used to address unusual market or equity consideration.

\* \* \*

The next meeting of the Committee is Thursday, April 29, 1999 at 12 Noon in room 126 J.C. Penney.

/ca

## REPORT OF THE COMMITTEE ON STUDENT PUBLICATIONS

April 27, 1999

Joseph Harris has been selected to become Editor-in-Chief of the Current for 1999-2000. Joe is a Senior in Communication, with an emphasis in Mass Communication and News Writing. He is also taking a Writing Certificate in English. Joe will succeed David Baugher, who has served as Editor-in-Chief for 1998-99.

Van A. Reidhead, Chair



## REPORT TO THE UNIVERSITY SENATE

### Committee on University Relations April 27, 1999

The Senate Committee on University Relations met April 23, 1999 to review the Office of University Relations activities for the 1998-1999 year. In addition to Vice Chancellor Kathy Osborn, an ex officio member of the Committee, University Relations staff members Phillury Platte, Bob Samples, and Cindy Vantine also attended the meeting.

Alumni development focused on increasing alumni involvement in student recruitment, including establishing an Ambassadors Program where alumni outside the St. Louis metropolitan area help attract students to UM-St. Louis. More than fifty graduates have agreed to be Ambassadors.

Greater use is being made of Student Ambassadors to serve as assistants for the many public events sponsored by the campus. Most of these students come from the Pierre Laclède Honors College.

The UM-St. Louis Magazine, published twice a year, will be moving from a Winter/Summer publishing schedule to a Fall/Spring timetable in order to be more compatible with the academic cycle. Although the Friday update attempted to provide more current information about various construction projects, changing conditions often meant the news was quickly outdated. Concern was expressed that the Division of Administrative Services often does not inform the campus community in a timely fashion. Examples cited included the mail room problems last fall, the prolonged blockage of West Drive, and unannounced changes in parking regulations.

Pending final approval by the Chancellor, approximately \$750,000 will be spent on a marketing campaign which will begin shortly and extend through Summer 2000. This represents about a fourfold increase in marketing outlays. About half of the amount will be devoted to television with the remainder divided evenly between radio and print. The prevailing themes will be that UM-St. Louis is the area's best educational value and that UM-St. Louis is known for its partnership style.

Gifts for 1998-1999 are expected to total about ten million dollars, similar to the amounts collected in each of the two previous fiscal years. About \$5.6 million has been raised for the Performing Arts Center during the past several years, with major donations (one million dollars each) from Anheuser-Busch and Nations Bank. The Chancellor's Council, collectively, have pledged another one million dollars. Approximately \$4.4 million more is needed to meet the ten million dollar goal for this project. Key targets will be national foundations, non-alumni donors, community arts supporters, faculty, and students. It is expected that the goal will be reached by the end of this calendar year.

Other development highlights include gifts for three more endowed professorships. These follow the Missouri Endowed Professorship Formula: \$550,000 from the donor and a matching

\$550,000 from the State of Missouri. The campus provides the salary and fringe benefits for the position. These three are the 22nd, 23rd, and 24th such professorships under this program. Under the provisions of this initiative, the campus can only qualify for one more such position.

Significant funds were also raised for scholarships, several lecture series, and classroom technology.

E. Terrence Jones, Chair

ANNUAL REPORT  
SENATE COMMITTEE ON VIDEO AND INSTRUCTIONAL TECHNOLOGY

Submitted by  
Albert J. Camigliano, Chair  
April 27, 1999

Because I have been the committee chair since January 1999, I shall report on the committee's activities for this semester only and include recommendations for next year's committee.

Since January the committee has focused on four main items:

A. To acquaint campus units better with the services offered by the Instructional Technology Center, it was decided that the Center director, Dr. Donald Boehnker, and members of his staff should visit campus departments and units. In addition, faculty are urged during these meetings to suggest topics and areas they would like to see addressed in future workshops that are sponsored by ITC.

B. In the matter of quality control of distance learning, the committee began the process of revising a video instructional program course evaluation. This evaluation should be done by the committee in conjunction with those faculty members involved in distance learning projects and courses, e.g., Nursing, the online MBA. The committee strongly urges next year's committee to continue this work and will provide it with its materials.

C. Concerning distance learning policy, the committee reviewed and discussed a summary of distance learning policies prepared by Jahna Kahrhoff, ITC Assistant Director. We recommend this committee write a policy for this campus and strongly urge that it consider the system-wide efforts of Dr. Stephen Lehmkuhle in this regard. Based on the North Central Distance Learning Good Practice Guidelines, Ms. Janet Lewis described our distance learning procedures as "exemplary."

D. The committee also discussed the matter of faculty incentives for those involved in teaching using instructional technology. It has drafted an award statement and nomination form to recognize exemplary use of instructional technology in credit classes taught at the University of Missouri-St. Louis on campus or through distance learning. We strongly urge that next year's committee continue in this effort.

Two points of information: This committee has been involved in the Intellectual Property Rights issue, and its report serves as a prototype guideline for the system-wide committee. Dr. Bernard Feldman, who chaired this senate committee last year, is a current member of the system-wide committee.

The Missouri Association for Adult Continuing & Community Education is sponsoring a Spring Institute April 30 and May 14 for "Emerging Technologies: Tools for Reaching a Distance Audience." UM-St. Louis is one of the Telecommunications Community Resource Centers involved. If you are interested in attending, the \$20.00 will be waived.



## University Senate

### UNIVERSITY SENATE UM-St. Louis Agenda

8001 Natural Bridge Road  
St. Louis, Missouri 63121-4499  
Telephone: 314-516-6769  
Fax: 314-516-6769  
E-mail: senate@umsl.edu

The Senate will meet at 3:15 p.m. on Tuesday, April 27, 1999 in 126 J.C. Penney.

- I. Approval of Minutes from Previous Meeting
- II. Report from the Senate Chair -- Jeanne Morgan Zarucchi  
*Resolution Honoring Kathy Osborn*
- III. Report from the Chancellor -- Chancellor Touhill
- IV. Report from the Faculty Council Presiding Officer -- Dennis Judd  
*Governance Conference Committee*  
*Chancellor's Financial Reserves*  
*Reallocations*
- V. Report from the IFC Representative -- Silvia Madeo
- VI. Reports from Standing Committees:
  - A. Committee on Committees -- Gail Ratcliff  
*Recommendation to Restructure the Executive Committee (See Attached)*
  - B. University Libraries -- Harold Harris  
*Recruitment of New Librarian*  
*Intellectual Property Rights Meeting on March 16*
  - C. Curriculum and Instruction -- David Ganz  
*Course Proposals (Action Items-See Attached)*  
*"W" Grade Proposal (Action Item-See Attached)*  
*"Y" Grade Proposal (Action Item-See Attached)*  
*Last Day to Register for a Class Proposal (Action Item-See Attached)*
  - D. Computing -- Susan Sanchez  
*Resolution-Laptop Computers (Action Item-See Attached)*
  - E. ATP -- Rocco Cottone
  - F. Budget and Planning -- Chancellor Touhill  
*Salary Raises*
  - G. Executive Committee -- Jeanne Morgan Zarucchi

H. Physical Facilities and General Services -- William Connett  
*Faculty Parking*

I. Student Publications -- Van Reidhead  
*New Hire for Managing Editor of "The Current"*

J. University Relations -- E. Terrence Jones  
*Review of Committee Activities*

K. Video and Instructional Technology -- Albert Camigliano  
*Review of Committee Activities and Proposals*

VII. Other Business

Attachments:

- 1) Recommendation to Restructure the Executive Committee
- 2) Course Proposals
- 3) "W" Grade-Proposal
- 4) "Y" Grade-Proposal
- 5) Last Day to Register for a Class-Proposal
- 6) Resolution-Laptop Computers

## **Recommendation from the Senate Committee on Committees**

April 27, 1999

The Senate Committee on Committees met in December to discuss the inflated size of the Senate Executive Committee, which now consists of 25 members. The Committee on Committees unanimously recommended a reduction in the size of the Executive Committee. In assessing the need for chairs of standing committees to serve on the Executive Committee, we selected those committees which deal with **policy** issues. (Of course, chairs of other standing committees may be invited to attend Executive Committee meetings when policy matters related to their committees are discussed.)

We recommend that the Executive Committee consist of the following:

Senate Chairperson  
Senate Secretary  
Faculty Council Presiding Officer  
SGA President

Chairs of the following standing committees:-

Appointments, Tenure and Promotion  
Budget and Planning  
Bylaws and Rules  
Computing  
Curriculum and Instruction  
International Relations  
Physical Facilities  
Recruitment, Admissions,...  
Student Affairs  
University Libraries  
University Relations

**REPORT FROM THE COMMITTEE ON CURRICULUM AND INSTRUCTION**  
**April 27, 1999**

- I. The Committee recommends Senate approval for the following proposals:
  - A. New Certificate Program
    - 1. Graduate Certificate in Electronic Commerce
    - 2. Graduate Certificate in Health Informatics and Managerial Decision-making
    - 3. Graduate Certificate in Museum Studies
  - B. New Degree Program
    - 1. Master of Health Sciences in Informatics and Managerial Decision-making
  - C. Change in Certificate Program
    - 1. Graduate Certificate in Information Resource Management
    - 2. Graduate Certificate in Information Systems Development
  - D. Change in Degree Requirements
    - 1. Bachelor of Fine Arts in Studio Art
    - 2. Bachelor of Science in Computer Science
    - 3. Bachelor of Science in Nursing
    - 4. B.S. in Criminology and Criminal Justice
    - 5. Pierre Laclède Honors College: Honors Program
    - 6. Revision to Master of Accounting
  - E. Change in Minor
    - 1. Black Studies Minor
- II. Housekeeping:
  - A. Change in Bulletin Copy
    - 1. General Information - Mathematics and Computer Science
  - B. Change in Degree Requirements
    - 1. Doctor of Philosophy in Nursing
    - 2. Master's Degree in Physics/Doctorate Degree in Physics
  - C. Change in Title of Degree/Minor/Certificate
    - 1. Master of Arts in History (Museum Studies)\*

**REPORT FROM THE COMMITTEE ON CURRICULUM AND INSTRUCTION**

April 27, 1999

Page 2

III. The Committee wishes to inform the Senate of the following course actions that were effected by the Committee:

<b>Curricular Designation/Number</b>	<b>Add/Drop/Change</b>	<b>Course Title</b>	<b>Credit Hours</b>
Anthropology 19	Change in title, description	Introduction to Archaeology (formerly Archaeology)	3
Anthropology 20 (formerly 232)	Change in number, title, description	Introduction to Historical Archaeology (formerly Introduction to Historic Archaeology)	3
Anthropology 33	Change in description	World Archaeology	3
Anthropology 109	Change in title, description	Archaeological Field School (formerly Field Study in Archaeology)	3-6
Anthropology 126	Change in title, description	Archaeology of Greater St. Louis (formerly Archaeology of Historic St. Louis)	3
Anthropology 131	Change in description	Archaeology of Missouri	3
Anthropology 132	Change in description	Archaeology of North America	3
Anthropology 134	Change in description	Archaeology of the Inca, Aztec, and Maya	3
Anthropology 135	Change in description	Old World Archaeology	3
Anthropology 136	Change in description	Archaeology of East Asia	3
Anthropology 137	Change in description	Archaeology of Africa	3
Anthropology 190	Add	Special Topics in Archaeology	3
Anthropology 230	Add	Method and Theory in Prehistoric Archaeology	3
Anthropology 231	Add	Method and Theory in Historical Archaeology	3
Anthropology 290	Add	Advanced Topics in Archaeology	3
Anthropology 309	Change in title, description	Archaeological Field School (formerly Field Study in Archaeology)	3-6
Anthropology 310	Change in hours, prerequisite, description	Laboratory Methods in Archaeology	4 (formerly 3)
Anthropology 439	Change in description	Practicum in Exhibit & Program Development	3
Biology 410	Change in prerequisite	Advanced Cell Physiology	3
CNS ED 110	Add	Making a Career Choice	1
CNS ED 410	Change in prerequisite	Personal and Professional Development in Counseling	3
Computer Science 101	Add	Introduction to Computers and the Internet	3
Computer Science 125	Change in title	Introduction to Computing (formerly Introduction to Computer Science)	3
Computer Science 225	Change in title	Programming and Data Structures (formerly Data Structures and Problem Solving)	3
Computer Science 240	Change in title, description	Computer Systems: Architecture and Organization (formerly Computer Hardware and Small Computer Systems I)	3
Computer Science 241	Change in title, description	Computer Systems: Programming (formerly Computer Hardware and Small Computer Systems II)	3
Computer Science 255	Add	Discrete Structures	3



**REPORT FROM THE COMMITTEE ON CURRICULUM AND INSTRUCTION**

April 27, 1999

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<b>Curricular Designation/Number</b>	<b>Add/Drop/Change</b>	<b>Course Title</b>	<b>Credit Hours</b>
Computer Science 272	Drop	Programming Languages Laboratory	1-3
Computer Science 275	Change in title, prerequisite, description	Advanced Programming Techniques (formerly Advanced UNIX and C++)	3
Computer Science 278	Add	Design and Analysis of Algorithms	3
Computer Science 301	Add	Web Programming Techniques	3
Computer Science 302	Add	Java and Internet Programming	3
Computer Science 304	Add	Electronic Commerce Protocols	3
Computer Science 305	Add	User Interface Development	3
Computer Science 313	Drop	Analysis of Algorithms	3
Computer Science 314	Add	Theory of Computation	3
Computer Science 325	Add	Programming Languages	3
Computer Science 328	Change in title, prerequisite, description	Program Translation Techniques (formerly Programming Languages and Compiling Techniques)	3
Computer Science 330 (formerly 332)	Change in number, title, prerequisite, description	Introduction to Artificial Intelligence (formerly Artificial Intelligence)	3
Computer Science 334	Drop	Topics in Artificial Intelligence	3
Computer Science 341 (formerly 368)	Change in number, prerequisite, description	Computer Graphics	3
Computer Science 344	Add	Digital Image Processing	3
Computer Science 350	Add	Software Engineering	3
Computer Science 352	Add	Object-Oriented Analysis and Design	3
Computer Science 354	Add	Software System Architectures	3
Computer Science 356	Add	Software Development Processes	3
Computer Science 361	Add	Database Management Systems	3
Computer Science 362 (formerly 371)	Change in number, title, prerequisite, description	Information Retrieval (formerly Database Design and Implementation)	3
Computer Science 370	Drop	Software Design and Development	3
Computer Science 374	Add	Client-Server Architectures	3
Computer Science 376	Change in description	Operating Systems	3
Computer Science 378	Add	Systems Administration and Computer Security	3
Computer Science 388	Add	Individual Studies	1-3
Computer Science 389 (formerly 379)	Change in number, description	Topics in Computer Science	3
Economics 205	Add	History of American Economic Development	3
English 010	Change in description	Freshman Composition	3
History 205	Add	History of American Economic Development	3
Honors 20	Change in title, hours, description	Cities and Good Lives: Knowledge, Decisions, and Consequences (formerly Contemporary Issues and Events Symposium)	3 (formerly 2)
Honors 111 (formerly 101)	Change in number, title, description	Western Traditions: Humanities (formerly Western Traditions)	3
Honors 112 (formerly 101)	Change in number, title, description	Western Traditions: the Arts (formerly Western Traditions)	3
Honors 113 (formerly 101)	Change in number, title, description	Western Traditions: Social and Behavioral Sciences (formerly Western Traditions)	3

**REPORT FROM THE COMMITTEE ON CURRICULUM AND INSTRUCTION**

April 27, 1999

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<b>Curricular Designation/Number</b>	<b>Add/Drop/Change</b>	<b>Course Title</b>	<b>Credit Hours</b>
Honors 114 (formerly 101)	Change in number, title, description	Western Traditions: Mathematics (formerly Western Traditions)	3
Honors 115 (formerly 101)	Change in number, title, description	Western Traditions: the Sciences (formerly Western Traditions)	3
Honors 121 (formerly 102)	Change in number, title, description	American Traditions: Humanities (formerly American Traditions)	3
Honors 122 (formerly 102)	Change in number, title, description	American Traditions: the Arts (formerly American Traditions)	3
Honors 123 (formerly 102)	Change in number, title, description	American Traditions: Social and Behavioral Sciences (formerly American Traditions)	3
Honors 124 (formerly 102)	Change in number, title, description	American Traditions: Mathematics (formerly American Traditions)	3
Honors 125 (formerly 102)	Change in number, title, description	American Traditions: the Sciences (formerly American Traditions)	3
Honors 131 (formerly 103)	Change in number, title, description	Non-Western Traditions: Humanities (formerly Non-Western Traditions)	3
Honors 132 (formerly 103)	Change in number, title, description	Non-Western Traditions: the Arts (formerly Non-Western Traditions)	3
Honors 133 (formerly 103)	Change in number, title, description	Non-Western Traditions: Social and Behavioral Sciences (formerly Non-Western Traditions)	3
Honors 134 (formerly 103)	Change in number, title, description	Non-Western Traditions: Mathematics (formerly Non-Western Traditions)	3
Honors 135 (formerly 103)	Change in number, title, description	Non-Western Traditions: The Sciences (formerly Non-Western Traditions)	3
Honors 201	Change in description	Inquiries in the Humanities	3
Honors 202	Change in description	Inquiries in the Fine and Performing Arts	3
Honors 203	Change in description	Inquiries in the Social and Behavioral Sciences	3
Honors 204 (formerly 205)	Change in number, title, description	Inquiries in Mathematics and Computing (formerly Inquiries in Mathematics and the Natural Sciences)	3
Honors 205	Change in title, description	Inquiries in the Natural Sciences (formerly Inquiries in Mathematics and the Natural Sciences)	3
Honors 206 (formerly 204)	Change in number, title, description	Inquiries in Business (formerly Inquiries in Business and Economics)	3
Honors 207	Add	Inquiries in Education	3
Honors 208	Add	Inquiries in Nursing	3
Honors 210	Add	Honors Advanced Composition: Writing the City	3
Honors 301 (formerly 300)	Change in number, title, description	Advanced Honors Seminar in the Humanities (formerly Advanced Honors Seminar)	3
Honors 302 (formerly 300)	Change in number, title, description	Advanced Honors Seminar in the Fine and Performing Arts (formerly Advanced Honors Seminar)	3

**REPORT FROM THE COMMITTEE ON CURRICULUM AND INSTRUCTION**

April 27, 1999

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<b>Curricular Designation/Number</b>	<b>Add/Drop/Change</b>	<b>Course Title</b>	<b>Credit Hours</b>
Honors 303 (formerly 300)	Change in number, title, description	Advanced Honors Seminar in the Social and Behavioral Sciences (formerly Advanced Honors Seminar)	3
Honors 304 (formerly 300)	Change in number, title, description	Advanced Honors Seminar in Mathematics and Computing (formerly Advanced Honors Seminar)	3
Honors 305 (formerly 300)	Change in number, title, description	Advanced Honors Seminar in the Sciences (formerly Advanced Honors Seminar)	3
Honors 306 (formerly 300)	Change in number, title, description	Advanced Honors Seminar in Business (formerly Advanced Honors Seminar)	3
Honors 307 (formerly 300)	Change in number, title, description	Advanced Honors Seminar in Education (formerly Advanced Honors Seminar)	3
Honors 308 (formerly 300)	Change in number, title, description	Advanced Honors Seminar in Nursing (formerly Advanced Honors Seminar)	3
Honors 310	Add	Independent Portfolio Writing	1
Honors 351 (formerly 300)	Change in number, title, description	Research Seminar in the Humanities (formerly Honors Advanced Seminar)	3
Honors 352 (formerly 300)	Change in number, title, description	Research Seminar in the Fine and Performing Arts (formerly Honors Advanced Seminar)	3
Honors 353 (formerly 300)	Change in number, title, description	Research Seminar in the Social and Behavioral Sciences (formerly Honors Advanced Seminar)	3
Honors 354 (formerly 300)	Change in number, title, description	Research Seminar in Mathematics and Computing (formerly Honors Advanced Seminar)	3
Honors 355 (formerly 300)	Change in number, title, description	Research Seminar in the Sciences (formerly Honors Advanced Seminar)	3
Honors 356 (formerly 300)	Change in number, title, description	Research Seminar in Business (formerly Honors Advanced Seminar)	3
Honors 357 (formerly 300)	Change in number, title, description	Research Seminar in Education (formerly Honors Advanced Seminar)	3
Honors 358 (formerly 300)	Change in number, title, description	Research Seminar in Nursing (formerly Honors Advanced Seminar)	3
Honors 390	Add	Independent Study in Honors	1-6
Honors 391	Add	Honors Independent Research in Humanities	3
Honors 392	Add	Honors Independent Research in the Fine and Performing Arts	3
Honors 393	Add	Honors Independent Research in the Social and Behavioral Sciences	3
Honors 394	Add	Honors Independent Research in Mathematics and Computing	3
Honors 395	Add	Honors Independent Research in the Sciences	3
Honors 396	Add	Honors Independent Research in Business	3
Honors 397	Add	Honors Independent Research in Education	3

**REPORT FROM THE COMMITTEE ON CURRICULUM AND INSTRUCTION**

April 27, 1999

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<b>Curricular Designation/Number</b>	<b>Add/Drop/Change</b>	<b>Course Title</b>	<b>Credit Hours</b>
Honors 398	Add	Honors Independent Research in Nursing	3
Honors 399	Add	Honors Independent Research in Engineering	3
Mathematics 255 (formerly 250)	Change in number, title, prerequisite, description	Discrete Structures (formerly Introduction to Modern Mathematics)	3
Mathematics 310	Change in prerequisite	Advanced Calculus I	3
Mathematics 316	Change in prerequisite	Functions of a Complex Variable	3
Mathematics 335	Change in prerequisite	Theory of Numbers	3
Mathematics 340	Change in prerequisite	Introduction to Abstract Algebra I	3
Mathematics 345	Change in prerequisite	Linear Algebra	3
Mathematics 350	Change in prerequisite	Special Readings	1-10
Mathematics 355	Change in title, prerequisite, description	Combinatorics (formerly Discrete Mathematics)	3
Mathematics 358	Change in prerequisite	Mathematical Logic	3
Mathematics 362	Change in prerequisite	Projective Geometry	3
Mathematics 364	Change in prerequisite	Introduction to Differential Geometry	3
Mathematics 366	Change in prerequisite	Foundations of Geometry	3
Mathematics 367	Change in prerequisite	Introduction to Non-Euclidean Geometry	3
Mathematics 380	Change in prerequisite	Introduction to Topology	3
Mathematics 435	Add	Operations Research - Deterministic Models	3
Mathematics 436	Add	Operations Research - Stochastic Models	3
MS/IS 428	Add	Operations Research -- Deterministic Models	3
MS/IS 429	Add	Operations Research -- Stochastic Models	3
Nursing 101	Add	Nursing and Health	6
Nursing 200	Change in hours, description	Dimensions of Professional Nursing	3 (formerly 6)
Nursing 214	Change in hours	Psychiatric Mental Health Nursing	4 (formerly 5)
Nursing 217	Change in hours, prerequisite	Information Systems Utilized in Health Care	3 (formerly 4)
Nursing 220	Change in hours, prerequisite	Health Assessment	3 (formerly 4)
Nursing 232	Drop	Human Caring in Illness: Threats to Functional, Integrative and Growth-Seeking Needs	8
Nursing 301 (formerly 236)	Change to number, hours	Family and Community Nursing	5 (formerly 6)
Nursing 304	Change to prerequisite	Ethical and Legal Dimensions of Nursing Practice	3
Nursing 308	Change to prerequisite	Management and Leadership in Nursing	3

**REPORT FROM THE COMMITTEE ON CURRICULUM AND INSTRUCTION**

April 27, 1999

Page 7

<b>Curricular Designation/Number</b>	<b>Add/Drop/Change</b>	<b>Course Title</b>	<b>Credit Hours</b>
Nursing 311 (formerly 340)	Change in number, hours, prerequisite	Synthesis in Nursing Practice	5 (formerly 6)
Nursing 332	Drop	Dimensions of Health Care: Implications for Professional Nursing Practice	3
Nursing 350	Drop	Contemporary Nursing Issues	2
Nursing 376	Drop	Child Assessment: Denver II	2
Nursing 385	Drop	Family Health Behavior	3
Nursing 421	Drop	Child Growth and Development	3
Nursing 404N	Add	Advanced Health Assessment of the Neonate	3
Nursing 407N	Add	Pharmacology for the Neonate	3
Nursing 448N	Add	Physiology/Pathophysiology of the Neonate	3
Nursing 461N	Add	Neonatal Nursing I	3
Nursing 462N	Add	Neonatal Nursing II	3
Political Science 259	Add	Politics, Leadership & the Global Gender Gap	3
Social Work 410	Change in prerequisite	Social Policy and Social Services	3
Social Work 418	Change in prerequisite	Foundations of Human Behavior in the Social Environment	3
Social Work 430	Change in prerequisite	Generalist Social Work Practice	3
Social Work 431	Change in prerequisite	Social Work and Human Service Organization	3
Social Work 432	Change in prerequisite	Community Practice and Social Change	3
Social Work 440	Change in prerequisite	Social Work Research Methods and Analysis I	3
Studio Art 396a	Change in prerequisite, description	Senior Studio Seminar	3
Studio Art 396b	Add	Senior Studio Seminar	3

SENATE PROPOSAL FORM for (check one):

- ( ) NEW DEGREE PROGRAM
- ( ) NEW MINOR
- (X) NEW CERTIFICATE PROGRAM

MSIS

(Do Not Write in This Space)  
ROUTING: initials/date

FROM: MSIS  
 Department 1061  
School of Business Administration  
 School or College

Signed: James Carroll  
 Department Chair

1/29/99  
 Date

Signed: [Signature]  
 Dean

3/1/99  
 Date

Academic Affairs MMM 3/8/99  
 Graduate School [Signature]  
 (if applicable) 2/10/99  
 Senate C&I /  
 Reported to Senate /  
 Academic Affairs /

Graduate Certificate in Electronic Commerce

Are other departments likely to be affected by this proposal? ( ) no ( X ) yes--Mathematics and Computer Science

[Signature]  
 Ray Balbes

Rationale for proposed new degree/minor/certificate:

Electronic commerce has emerged as a significant component of Management Information Systems. This certificate will allow students to emphasize this important sub-discipline independent of other aspects of MIS.

Program description for bulletin:

New communication technologies are changing the way organizations work with one another, the way consumers purchase products, and even the type of organizations that exist. In fact, technology may be changing the fundamental processes and structures of business. This certificate will introduce students to the interaction of existing processes and structures, and the introduction of new technologies to develop models of business activity in technology intensive environments.

Students must complete 18 hours as specified below.

- MSIS 480: *Management Information Systems*
- MSIS 423a: *Applications of Programming for Business Solutions*
- MSIS 423d: *Internet Programming for Business*
- MSIS 491: *Electronic Commerce*
- MSIS 496: *Telecommunications: Design and Management*
- MSIS 426: *Management of Client/Server Computing*

Students will have the opportunity to take additional electives should they desire to do so.

All course prerequisites and all course waivers are applicable. Substitute courses must be approved by the Area Coordinator of the Management Science and Information Systems Area, and the Director of Graduate Studies in Business. In add cases, 18 hours are needed to complete the Graduate Certificate in Electronic Commerce. Students should complete the certificate within 3 years from the time they first enroll in the program.

**SENATE PROPOSAL FORM** for (check one):

- ( ) NEW DEGREE PROGRAM
- ( ) NEW MINOR
- ( X ) NEW CERTIFICATE PROGRAM

WFEA

(Do Not Write in This Space)

ROUTING: initials/date

Page 1 of 2

FROM: Health Informatics and Managerial Decision-making  
Department

Signed: [Signature] 3/5/99  
Department Chair Date

Graduate School  
School or College

Signed: [Signature] 5/11/99  
Dean Date

Academic Affairs LMML 3/5/99  
Graduate School  
(if applicable) [Signature]  
Senate C&I \_\_\_\_\_  
Reported to Senate \_\_\_\_\_  
Academic Affairs \_\_\_\_\_

**Graduate Certificate in Health Informatics and Managerial Decision-making**

Are other departments likely to be affected by this proposal? ( ) no ( X ) yes

Mgmt Science/Info Systems [Signature]  
James Campbell

Economics [Signature]  
William Mitchell

Nursing [Signature]  
Jerry Durham

Public Policy Administration [Signature]  
Andrew Glassberg

Gerontology [Signature]  
Robert Calsyn

**Rationale for proposed new degree/minor/certificate:**

This certificate program parallels the first 18 credits of the new Master of Health Sciences in Informatics and Managerial Decision-making. The MHS Advisory Board member --- consisting of leaders from the local healthcare industry --- has indicated a strong interest in a graduate certificate program for their employees. The IMD certificate meet this need.

**Program description for bulletin:**

**Graduate Certificate in Health Informatics and Managerial Decision-making**

The Graduate Certificate in Health Informatics and Managerial Decision-making prepares health professionals to bridge the traditional divide between clinical services and businesses. The degree is offered through the Health Informatics and Managerial Decision-making (HIMD) program -- a unit of the Graduate School. The coursework is comprised of one-credit modules that provide extensive exposure to health informatics and emerging technologies while simultaneously fostering a systems view of the internal and external forces that affect organizations in the healthcare market. The program is structured to meet the needs of working health professionals, and characterized by a high degree of integration among the courses, allowing completion of the certificate within three 5-credit terms during one calendar year.

**Admission Requirements**

Applicants must complete an application form and also submit:

1. An undergraduate degree with a minimum grade point average of 3.0 or (B).
2. A statement of purpose demonstrating a commitment to pursue a degree in health informatics.
3. A resume, preferably showing two years of professional work experience in a health-related field.
4. Three letters of recommendation from persons qualified to judge the candidate's potential for success in the program

Applicants are required to take either the Graduate Record Exam (GRE) General Test, or the Graduate Management Admissions Test (GMAT), and fulfill the general requirements for admission to the Graduate School as explained in the Graduate Studies section of this bulletin. These exams measure verbal, quantitative and analytical skills that are developed over a long period of time and are associated with success in graduate studies.

Admission decisions are based on the applicant's portfolio. The HIMD program director may request a personal or phone interview once the applicant's file is complete. Applicants who do not meet all the requirements listed above may be provisionally admitted to the program at the program director's discretion.

In order to successfully complete the certificate program, the student must have earned a 3.0 cumulative grade point average in certificate classes.

### **Mathematics Background Requirement**

If college algebra or its equivalent was not taken as part of the applicant's undergraduate program, they are required to successfully complete Math 30 or its equivalent prior to their entrance into the MHS-IMD program. This course does not count toward the certificate program.

### **Degree Requirements**

Students are required to complete the following 18 credit hours.

#### **Distribution Requirements**

##### **A. Overview: 7 credits**

- HIMD 400, Emerging Trends in Healthcare Markets
- HIMD 402, Insurance and Managed Care
- HIMD 404, The Internet and Electronic Commerce for Healthcare Professionals
- HIMD 406, Informatics in the Health Professions
- HIMD 408, Patient Rights and Provider Responsibilities
- HIMD 412, Organizational Structures and Administration in the Healthcare Industry

##### **B. Tools and Techniques used in Decision-making: 3 credits**

- HIMD 420, Quality and Productivity Improvement Tools
- HIMD 422, Decision Analysis
- HIMD 424, Modeling and Understanding Statistical Relationships

##### **C. Understanding Decision-making: 4 credits**

- HIMD 440, Total Quality Management in Healthcare Organizations
- HIMD 450, Consumer Behavior in Healthcare Markets
- HIMD 452, Health Provider Decision-making
- HIMD 454, The Role of the Government in the Healthcare Sector

##### **D. Informatics: 3 credits**

- HIMD 460, Information Technology Concepts and Elements
- HIMD 462, Health Information Resource Management
- HIMD 468, Health Data Warehousing and Security

##### **E. Application: 1 credit**

- HIMD 480, Practitioner's Forum , 1 credit



**SENATE PROPOSAL FORM FOR** (check one):

- NEW DEGREE PROGRAM  
 NEW MINOR  
 NEW CERTIFICATE PROGRAM

(See Instructions on Reverse)

Page 1 of 3

*MES*

*Martin Sage/GC 3-8-99*

History \_\_\_\_\_

Signed: \_\_\_\_\_ 2-15-99

Department \_\_\_\_\_

Department Chair \_\_\_\_\_ Date

Graduate School \_\_\_\_\_

Signed: \_\_\_\_\_ 8/11/99

School or College \_\_\_\_\_

Dean \_\_\_\_\_ Date

(Do Not Use Shaded Area)		
ROUTING	INITIALS	DATE
Academic Affairs	<i>LM</i>	3/8/99
Graduate School (If Applicable)	<i>[Signature]</i>	9/10/99
Senate C & I		
Senate		
Academic Affairs (Effective Date)		

Graduate Certificate in Museum Studies

Title of Degree/Minor/Certificate Program

Are other departments likely to be affected by this proposal?  No  Yes List departments and secure sign-offs.

Anthropology *VEB 3/8/99*  
 Art and Art History *WJR III*

Rationale for proposed new degree/minor/certificate:

See attached

**Program description for Bulletin:** A very limited number of non-degree candidates will be admitted for pursuit of the Graduate Certificate in Museum Studies only. Students pursuing this option will receive the certificate upon completion of the 19 hours of Museum Studies curriculum listed above. The number of slots available in a given year will vary depending upon enrollment in the M.A. option, and in some years no certificate-only slots will be available. Preference for the certificate option will be given to applicants who are currently working in a museum and who hold an advanced degree in their subject area specialization. Please contact the History Department for information on application requirements and procedures.

## **Rationale for addition of "Graduate Certificate in Museum Studies" option**

As stated above, the present requirements for the M.A. in the Historical Agencies emphasis area include 20 hours of core history courses and 19 hours of museology courses. We propose to establish a "Graduate Certificate in Museum Studies" option. The certificate will be awarded upon completion of the 19 hours of museology courses that are currently required in the M.A. emphasis area.

Addition of the certificate program will accomplish two significant goals:

1) To help maintain full enrollment in the existing museum studies courses by recruiting non-degree students for the Certificate in Museum Studies only. As with all History Department graduate seminars, the museum studies courses are limited to a maximum of 12 students. Thus, we have set a limit of 12 students to be admitted to the program each year. In the present first cohort, we have 9 degree candidates, leaving 3 unfilled slots. In future cohorts it will obviously be most desirable to fill the program with 12 M.A. candidates. However, at this point we do not have sufficient experience with the program to know how likely this will be. We do know, though, that there is a substantial market of people currently working in St. Louis-area museums who desire to upgrade their professional credentials with a Certificate in Museum Studies, but who do not wish to enroll for the M.A. in History. In some cases these are people who already possess an

M.A. in History (or in another field), and in other cases these are people working in art, science or other types of museums for which the history degree would not be appropriate. The certificate program will allow us to offer any of the twelve slots not filled by M.A. candidates in a given cohort to students seeking only the certificate, thus helping to maintain full-capacity enrollment in these courses. While thus generating additional revenues for the university, this option will also constitute an important service to St. Louis area museums that are seeking ways to improve the professional qualifications of their staffs.

2) To make our program more competitive in national recruiting for highly qualified students by offering the Graduate Credential in Museum Studies as an aspect of the M.A. program. This will bring our program into line with common practices in the museum studies field. Currently 32 programs nationally offer master's degrees in "Museum Studies," "Museum Science" or similar titles. The UMSL program belongs to a second category, schools offering work in museum studies in conjunction with an advanced degree in a subject matter specialization, such as history, art history or anthropology. In this category, 23 universities offer the Certificate in Museum Studies. For instance, at such schools as Boston University, Tufts, the University of Delaware, Florida State and others, students receive the M.A. in their subject matter specialization, with a Certificate in Museum Studies. The proposed change will ensure that we do not lose out in recruiting highly-qualified M.A. students simply because of an ambiguity in the credential offered.

## **Course requirements for the certificate program**

Students will be required to complete six courses over a period of four semesters, totaling 19 credit hours:

History 435: Foundations of Museology I (3 hours) History 436: Foundations of Museology II (3 hours) History 437: Effective Action in Museums (3 hours) Art & Art History 492: History of the Visual Arts in American Museums (3 hours) Anthropology 439: Practicum in Exhibit and Program Development (3 hours) History 438: Museum Studies Master's Project (4 hours)

SENATE PROPOSAL FORM for (check one):

- ( X ) NEW DEGREE PROGRAM
- ( ) NEW MINOR
- ( ) NEW CERTIFICATE PROGRAM

MFB

(Do Not Write in This Space)

ROUTING: initials/date

Page 1 of 6

FROM: Health Informatics and Managerial Decision-making  
Department

Signed: *Susan M. Sanchez* 3/5/99  
Department Chair Date

Graduate School  
School or College

Signed: *[Signature]* 5/10/99  
Dean Date

Academic Affairs MMM 3/5/99  
 Graduate School SW 9/099  
 (if applicable)  
 Senate C&I /  
 Reported to Senate /  
 Academic Affairs /

**Master of Health Sciences in Informatics and Managerial Decision-making**

Are other departments likely to be affected by this proposal? ( ) no ( X ) yes

Mgmt Science/Info Systems *James Campbell*  
James Campbell

Economics *William Mitchell*  
William Mitchell

Nursing *Jerry Durham*  
Jerry Durham

Public Policy Administration *Andrew Glassberg*  
Andrew Glassberg

Gerontology *Robert Calsyn*  
Robert Calsyn

Rationale for proposed new degree/minor/certificate:

As health systems invest heavily in information technologies to restructure services to community-based sites, skills in health information and managerial decision-making are increasingly viewed as core competencies in all health professions. This program will fill an unmet need in the St. Louis region by providing a program with a solid foundation in health informatics and emerging technologies with an understanding of the internal and external forces that affect healthcare organizations. It is part of the UM System wide mission enhancement offering degrees in health sciences and allied health fields.

Program description for bulletin:

**Master of Health Sciences in Informatics and Managerial Decision-making**

The MHS in Informatics and Managerial Decision-making is an integrated, multidisciplinary degree designed to enable health professionals to bridge the traditional divide between clinical services and businesses. The degree is offered through the Health Informatics and Managerial Decision-making (HIMD) program -- a unit of the Graduate School. The program's core is comprised of one-credit modules that provide extensive exposure to health informatics and emerging technologies while simultaneously fostering a systems view of the internal and external forces that affect organizations in the healthcare market. Electives drawn from information systems, health economics, health policy gerontology, nursing, and business allow students to tailor the program to meet their individual career needs. The program is structured to meet the needs of working health professionals, and characterized by a high degree of integration among the courses.

**Admission Requirements**

Applicants must complete an application form and also submit:

1. An undergraduate degree with a minimum grade point average of 3.0 or (B).
2. A statement of purpose demonstrating a commitment to pursue a degree in health informatics.

3. A resume, preferably showing two years of professional work experience in a health-related field.
4. Three letters of recommendation from persons qualified to judge the candidate's potential for success in the program

Applicants are required to take either the Graduate Record Exam (GRE) General Test, or the Graduate Management Admissions Test (GMAT), and fulfill the general requirements for admission to the Graduate School as explained in the Graduate Studies section of this bulletin. These exams measure verbal, quantitative and analytical skills that are developed over a long period of time and are associated with success in graduate studies.

Admission decisions are based on the applicant's portfolio. The HIMD program director may request a personal or phone interview once the applicant's file is complete. Applicants who do not meet all the requirements listed above may be provisionally admitted to the program at the program director's discretion.

### **Mathematics Background Requirement**

If college algebra or its equivalent was not taken as part of the applicant's undergraduate program, they are required to successfully complete Math 30 or its equivalent prior to their entrance into the MHS-IMD program. This course may not be used as a program elective.

### **Degree Requirements**

Students are required to complete 36 credit hours. Of these, 21 are in the core curriculum, 6 are from related fields as electives, and 9 involve contact with the local healthcare community via case studies and a capstone project course.

### **Distribution Requirements**

#### **A. Overview: 7 credits**

- HIMD 400, Emerging Trends in Healthcare Markets
- HIMD 402, Insurance and Managed Care
- HIMD 404, The Internet and Electronic Commerce for Healthcare Professionals
- HIMD 406, Informatics in the Health Professions
- HIMD 408, Patient Rights and Provider Responsibilities
- HIMD 410, Effective Communication for Healthcare Professionals
- HIMD 412, Organizational Structures and Administration in the Healthcare Industry

#### **B. Tools and Techniques used in Decision-making: 4 credits**

- HIMD 420, Quality and Productivity Improvement Tools
- HIMD 422, Decision Analysis
- HIMD 424, Modeling and Understanding Statistical Relationships
- HIMD 426, Outcomes Research Methods

#### **C. Understanding Decision-making: 5 credits**

- HIMD 440, Total Quality Management in Healthcare Organizations
- HIMD 450, Consumer Behavior in Healthcare Markets
- HIMD 452, Health Provider Decision-making
- HIMD 454, The Role of the Government in the Healthcare Sector
- HIMD 465, Outcomes Research Applications in the Healthcare Sector

**D. Informatics: 5 credits**

HIMD 460, Information Technology Concepts and Elements  
HIMD 462, Health Information Resource Management  
HIMD 464, Decision Support for Healthcare Management  
HIMD 466, Health Information Systems Evaluation  
HIMD 468, Health Data Warehousing and Security

**E. Electives: 6 credits**

Students may select courses from the list below, or another course approved by the HIMD program director.

ECON 471, The Political Economy of Health Care  
ECON 472, Health Economics  
MSIS 430, Quality Management  
MSIS 485, Management Information Systems: Theory and Practice  
MSIS 488, Information Systems Analysis  
N 405, Policy, Organization and Financing in Health Care  
N 406, Values in Health Care Decision Making  
N 408, Health and Society  
N 458, Resource Utilization  
PHIL 456, Medical Ethics for Health Care Providers  
PPA/PS/GER 443, Health Care Policy  
PPA 446, Selected Topics in Health Policy: Comparative Health Policy

**F. Application: 9 credits**

HIMD 480, Practitioner's Forum , 3 credits  
HIMD 490, Practicum in Health Informatics and Managerial Decision-making, 6 credits

## **COURSE DESCRIPTIONS**

**HIMD 400: Emerging Trends in Healthcare Markets**

Credit hours: 1.0

We describe emerging trends in the healthcare marketplace. These include market dynamics of the healthcare industry, the use of quality and accessibility to enhance market share, changes in cost accounting systems and healthcare marketing tactics, telemedicine, and more. Emphasis will be placed on recent changes in the local and national markets, and projections for the future.

**HIMD 402: Insurance and Managed Care**

Credit hours: 1.0

We explore the dynamic change in the managed care industry. The structure of managed care plans is described and analyzed, focusing on the ways that managed care plans have changed the incentives for health providers and patients to alter their behavior, thus leading to changes in medical care delivery. Evidence of the impacts of managed care are studied on important trends such as health care spending, the utilization of medical care, and the quality of medical care. Proposed reforms of the managed care industry will be studied and analyzed.

**HIMD 404: The Internet and Electronic Commerce for Healthcare Professionals**

Credit hours: 1.0

We show how to identify and analyze healthcare organizational needs that may be satisfied using electronic commerce technologies. The course focuses on the technical and economic evaluation, analysis, and design of internet web pages for electronic commerce using a standard programming language such as, for example, Java Script. Health industry applications of internet electronic commerce, electronic data interchange, and telemedicine will be discussed.

**HIMD 406: Informatics in the Health Professions, 1 credit**

Credit hours: 1.0

We provide an overview of Health Informatics as a discipline, describing the history of its development, current research and application domains, job opportunities, informatics resources and ethical responsibilities. We will examine the roles of managers, coordinators, consultants, and users of informatics in the health sciences.

**HIMD 408: Patient Rights and Provider Responsibilities, 1 credit**

Credit hours: 1.0

We examine issues involving relations between patients and healthcare providers. Topics include informed consent to medical treatment, access to experimental protocols, issues of randomized versus non-randomized studies, medical records availability, managed care restrictions on patient/provider communications, insurer liability for denial of care, and patient confidentiality.

**HIMD 410: Effective Communication for Healthcare Professionals, 1 credit**

Credit hours: 1.0

We analyze business writing and speaking, and the communication conventions common in organizations. We place emphasis on developing skills critical to career advancement and necessary for effective organizational functioning.

**HIMD 412: Organizational Structures and Administration in the Healthcare Industry, 1 credit**

Credit hours: 1.0

We describe various organizational structures present in today's healthcare industry. Utilizing a systems perspective, we consider several areas from the standpoint of both individual and organizational performance, including communication, motivation, conflict resolution, and leadership.

**HIMD 420: Quality and Productivity Improvement Tools, 1 credit**

Credit hours: 1.0

We will explore the foundations of quality, including Deming's 14 points for effective management, process capability and improvement studies, control charts, brainstorming and root cause analysis, continual improvement cycles and graphical presentation of results. Readings also provide insights into the application of quality principles and processes to personal and professional development.

**HIMD 422: Decision Analysis, 1 credit**

Credit hours: 1.0

We examine estimation, hypothesis testing, and prediction for biological and health science data. Uncertainty and risk in decision-making, tools for static and sequential decisions. Excellence in graphical presentation and the effective presentation of statistical results to a variety of audiences are stressed.

**HIMD 424: Modeling and Understanding Statistical Relationships, 1 credit**

Credit hours: 1.0

We focus on correlation and regression models in analyzing healthcare data. Interactive model-building skills are developed with the use of statistical software. An overview of statistical software systems is presented, ranging from spreadsheet tools appropriate for analyzing small or moderate datasets when limited resources are available, to statistical packages appropriate for manipulating massive data sets.

**HIMD 426: Outcomes Research Methods, 1 credit**

Credit hours: 1.0

We explore the theory and methods of outcomes research. We cover various topics important to understanding the outcomes research approach, including: the measurement of costs, the difference between accounting costs and real resource costs, the measurement of quantity and quality, and the methods for distinguishing between inputs and outputs. In addition, we compare and contrast various approaches to outcomes research, including: cost-benefit analysis, cost minimization analysis, cost-effectiveness analysis, and cost analysis. We will explore these methods for relatively simple therapeutic interventions, screening and secondary prevention activities, and in assessment of diagnostic tests.

**HIMD 440: Total Quality Management in Healthcare Organizations**

Credit hours: 1.0

We examine Total Quality Management: an integrated, structured approach that aims at delighting customers by delivering exceptional products or services. Key elements include customer involvement, leadership and team dynamics, and building achievements into a lasting culture of ongoing improvement within the organization. We examine success stories from private practitioners, hospitals, managed care organizations, and consumer/buyer alliances that have resulted in significant and long-lasting improvements in both improved clinical outcomes and reduced costs.

**HIMD 450: Consumer Behavior in Healthcare Markets**

Credit hours: 1.0

We build the tools necessary to understand how consumers behave in healthcare markets. Applying standard microeconomic techniques, we will analyze the incentives facing patients and explore the ways in which their behavior when purchasing healthcare might differ from their behavior in other consumer decisions. Several topics are explored, but the most important is the role of health insurance and how it influences consumer behavior, and the important role of information (or the lack thereof) in consumer decisions.

**HIMD 452: Health Provider Decision-making**

Credit hours: 1.0

We apply standard microeconomic techniques to analyze the incentives facing decision makers in the healthcare system and the ways in which they are altered by government policy. We specifically focus on the market for insurance, and the specific markets for health services (e.g., physicians, hospitals, pharmaceuticals). We explore how the institutional setting for these markets has been changing in recent years, the role of consolidations and mergers, and the impact of government regulations on supplier decisions. The role of information and technological change in health markets are also examined.

**HIMD 454: The Role of Government in the Healthcare Sector**

Credit hours: 1.0

We explore the rationale for government intervention in the health market, from an economics perspective. We also investigate the impact of government policy on health care provision and financing, focusing especially on the effect of entitlement programs (e.g., Medicare and Medicaid), tax policy, and government regulation. We use these tools to review and analyze various current proposals for health care reform, addressing such potential topics as Medicare and Medicaid reform, insurance reform, Medical Savings Accounts (MSAs), and reform of managed care.

**HIMD 456: Outcomes Research Applications in the Healthcare Sector**

Credit hours: 1.0

We explore empirical applications of outcomes research to medical decision-making, familiarizing students with the basic ideas and tools of cost-effectiveness analysis in healthcare as it may be applied to medical interventions. We focus on the authoritative sources of outcomes data that administrative leaders can rely on for effective decision making. Topics covered may include provider ranking procedures, evaluation of provider treatment patterns, use of mortality and morbidity data in outcomes research, and the use of outcomes research in utilization management. A major goal of the course is to encourage thinking about how to incorporate the methods, ideas and results from cost-effectiveness analysis into the management of contemporary health organizations. This is largely unexplored territory.



**HIMD 460: Information Technology Concepts and Elements**

Credit hours: 1.0

We provide a broad view of aspects in health informatics, including its methodologies and applications. The concepts and elements we cover include: data models, data bases, data as a resource, process models, and information systems.

**HIMD 462: Health Information Resource Management**

Credit hours: 1.0

We focus on the techniques, methods, and philosophies associated with the introduction and maintenance of new information systems in healthcare organizations. We concentrate on the management of information resources such as database design, system make versus buy decisions, information systems right-sourcing, and information systems implementation, operation, and management.

**HIMD 464: Decision Support for Healthcare Management**

Credit hours: 1.0

We study successful applications of intelligent decision support systems (including executive information systems and organizational and medical support systems) and data mining in the healthcare environment. Issues pertaining to the maintenance of data, construction of decision models, and provision of supporting technologies are explored.

**HIMD 466: Health Information Systems Evaluation**

Credit hours: 1.0

We develop skills needed to effectively identify and integrate technology, human components, and strategic needs of healthcare information systems. Of particular emphasis are the tools and methods for user information needs assessment, user information requirements, information use assessment, systems prototyping and evaluation.

**HIMD 468: Health Data Warehousing and Security**

Credit hours: 1.0

We describe the benefits and difficulties inherent in designing data warehouses to collect, integrate, and store legacy information from several databases. Procedural issues related to data access and security are discussed, in light of emerging technologies such as smart cards, wireless intranet and internet communications, electronic data exchange among patients, healthcare providers, suppliers, insurers, and other entities.

**HIMD 480: Practitioner's Forum**

Credit hours: 1.0

Students will work in teams to analyze and present solutions to case studies which address problems or opportunities currently faced by healthcare organizations. Potential topics include work flow analysis, human resource management, healthcare accounting and finance, entrepreneurship, health services marketing, health law compliance and regulation. Guest speakers or panelists may participate, highlighting issues of concern to their organizations and discussing trends in the industry. This course can be repeated for credit.

**HIMD 490: Practicum in Healthcare Informatics and Managerial Decision-making**

Credit hours: 6.0

This capstone course is a concentrated, experiential opportunity to function as part of a supervised team on informatics and decision-making projects within a regional healthcare organization. Special emphasis is given to the synthesis of previous coursework, resulting in a cross-functional approach to problem-solving within the organization.

**SENATE PROPOSAL FORM (check one)**

- ( ) CHANGE IN DEGREE REQUIREMENTS
- ( ) CHANGE IN MINOR
- (x) CHANGE IN CERTIFICATE PROGRAM
- ( ) CHANGE IN EMPHASIS AREA

*MSIS*

FROM MSIS  
Department

*Page 1 of 2*

School of Business Administration  
School or College

Signed: *[Signature]*  
Department Chair

3/1/99  
Date

Signed: *[Signature]*  
Dean

3/1/99  
Date

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ROUTING:	Initials	Date
Academic Affairs	<i>[Initials]</i>	3/8/99
Graduate School (if applicable)	<i>[Initials]</i>	3/1/99
Senate C & I		
Senate		
Academic Affairs		

**Title: Graduate Certificate in Information Resource Management**

Are other departments likely to be affected by this change? ( ) no ( x ) yes-Mathematics and Computer Science

*[Signature]*  
Ray Balbes

Page number(s) 315 and year 1998-99 of most recent Bulletin listing.

**CURRENT BULLETIN LISTING:**

The management of information as a resource will be the key to success in the next century. To manage this resource, efficient and effective methods for collection, maintenance and use of data must be established. This certificate exposes students to the managerial and technological concerns in the planning of effective transaction processing and/or decision support systems. Students must complete 18 hours as specified below. In addition, if they have not had the equivalent of MSIS 480, they must complete that course.

**Programming Requirement:** Students must complete one of the courses listed below.

- MSIS 423: Managerial Applications of Object-Oriented Technologies
- MSIS 484: Business Programming and File Systems
- MSIS 498: Fourth Generation Languages and End-User Programming

**PROPOSED BULLETIN LISTING:**

The management of information as a resource will be the key to success in the 21st century. To manage this resource, efficient and effective methods for collection, maintenance and use of data must be established. This certificate exposes students to the managerial and technological concerns in the planning of more effective transaction processing and/or decision support systems. Students must complete 18 hours as specified below. In addition, if they have not had the equivalent of MSIS 480, they must complete that course.

**Programming Requirement:** Students must complete one of the courses listed below.

- MSIS 423a: Applications of Programming for Business Solutions
- MSIS 423b: Managerial Applications of Object-Oriented Technologies
- MSIS 423c: Business Programming and File Systems
- MSIS 423d: Internet Programming for Business

**RATIONALE:**

Changes reflect renumbering changes recently made by the MIS Area as well as changes in the field.

**Core Courses:** Students must complete each of the three courses listed below.

*MSIS 485: Management Information Systems: Theory and Practice*  
*MSIS 488: Information Systems Analysis*  
*MSIS 489: Database Management Systems*

**Elective Courses:** Students must complete *two* courses from the following list. Students may take at most one additional programming course (marked with \*), and may not use as an elective any course already used to meet the Programming Requirement.

*MSIS 492: Information Systems Management*  
*MSIS 496: Telecommunications: Design and Management*  
*MSIS 497: Decision Support Systems*  
*MSIS 423: Managerial Applications of Object-Oriented Programming\**  
*MSIS 484: Business Programming and File Systems\**  
*MSIS 498: Fourth Generation Languages and End User Computing\**

**Core Courses:** Students must complete each of the three courses listed below.

*MSIS 485: Management Information Systems: Theory and Practice*  
*MSIS 488: Information Systems Analysis*  
*MSIS 489: Database Management Systems*

**Elective Courses:** Students must complete *two* courses from the following list. Students may take at most one additional programming course (marked with \*), and may not use any course as an elective already used to meet the Programming Requirement.

*MSIS 423a: Applications of Programming for Business Solutions\**  
*MSIS 423b: Managerial Applications of Object-Oriented Technologies\**  
*MSIS 423c: Business Programming and File Systems\**  
*MSIS 423d: Internet Programming for Business\**  
*MSIS 424c: Business Process Design*  
*MSIS 492: Information Systems Strategy*  
*MSIS 496: Telecommunications: Design and Management*  
*MSIS 497: Decision Support Systems*  
*MSIS 498: Fourth Generation Languages and End User Computing*

Students will have the opportunity to take additional electives should they desire to do so.

All course prerequisites and all course waivers are applicable. Substitute courses must be approved by the Area Coordinator of the Management Science and Information Systems Area, and the Director of Graduate Studies in Business. In all cases, 18 hours are needed to complete the Graduate Certificate in Information Resource Management. Students should complete the certificate within 3 years from the time they first enroll in the program.

**SENATE PROPOSAL FORM (check one)**

- CHANGE IN DEGREE REQUIREMENTS
- CHANGE IN MINOR
- CHANGE IN CERTIFICATE PROGRAM
- CHANGE IN EMPHASIS AREA

*MTS*

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ROUTING:	Initials	Date
Academic Affairs	<i>hmm</i>	3/18/99
Graduate School (if applicable)	<i>JK</i>	2/25/99
Senate C & I		
Senate		
Academic Affairs		

FROM: MS/IS  
Department

*page 1 of 2*

School of Business Administration  
School or College

Signed: *Jan Culbell*  
Department Chair

1/29/99  
Date

Signed: *Deane S. Donald*  
Dean

3/1/99  
Date

Current Title: **Graduate Certificate in Management Information Systems**  
Proposed Title: **Graduate Certificate in Information Systems Development**

Are other departments likely to be affected by this change?  no  yes---Mathematics and Computer Science

*Ray Balbes*  
Ray Balbes

Page number(s) \_\_\_\_\_ and year \_\_\_\_\_ of most recent Bulletin listing.

**CURRENT BULLETIN LISTING:**

The graduate certificate in Management Information Systems is an 18-hour program designed to provide a focus on information systems development. Topics related to systems development such as programming and database design are included in the course of study.

**Requirements** -- Students must complete six courses as specified below:

Required Courses (five courses, or appropriate substitutes if course waivers are approved)

- MSIS 480: *Management Information Systems*
- MSIS 484: *Business Programming and File Systems*
- MSIS 488: *Information Systems Analysis*

**PROPOSED BULLETIN LISTING:**

The graduate certificate in Information Systems Development (ISD) is an 18-hour program designed to provide a focus on the creation and modification of information systems for business. Topics related to systems development such as programming and database design are included in the course of study.

**Requirements** -- Students must complete six courses as specified below (or appropriate substitutes if course waivers are approved):

- MSIS 480: *Management Information Systems*
- MSIS 423a: *Applications of Programming for Business Solutions*
- MSIS 485: *Management Information Systems: Theory and Practice*
- MSIS 488: *Information Systems Analysis*

**RATIONALE:**

Changes reflect renumbering changes recently made by the MIS Area. In addition, the changes reflect changes in the discipline.

MSIS 489: *Database Management Systems*  
MSIS 495: *Information Systems Design*

Elective Courses (Students are required to take at least one course out of the following courses)

MSIS 424: *Seminar in Current MIS Topics*  
MSIS 492: *Information Systems Management*  
MSIS 496: *Telecommunications: Design and Management*  
MSIS 497: *Decision Support Systems*  
MSIS 498: *Fourth Generation Languages and End User Computing*  
MSIS 425: *Advanced MIS Applications*  
BA430: *Individual Research*

Students would have the opportunity to take additional electives should they desire to do so.

All course prerequisites and all course waivers are applicable. Substitute courses must be approved by the Area Coordinator of the Management Science and Information Systems Area, and the Director of Graduate Studies in Business. In all cases, 18 hours are needed to complete the Graduate Certificate in Management Information Systems. Students should complete the certificate within 3 years from the time they first enroll in the program.

MSIS 489: *Database Management Systems*  
MSIS 495: *Information Systems Design*

Students will have the opportunity to take additional electives should they desire to do so.

All course prerequisites and all course waivers are applicable. Substitute courses must be approved by the Area Coordinator of the Management Science and Information Systems Area, and the Director of Graduate Studies in Business. In all cases, 18 hours are needed to complete the Graduate Certificate in Information Systems Development. Students should complete the certificate within 3 years from the time they first enroll in the program.

SENATE PROPOSAL FORM FOR (check one):  CHANGE IN DEGREE REQUIREMENTS  
 CHANGE IN MINOR  
 CHANGE IN CERTIFICATE PROGRAM

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 initials / date

ROUTING:  
 Academic Affairs WMM / 2-24-99  
 Graduate School \_\_\_\_\_ / \_\_\_\_\_  
 (If applicable)  
 Senate C&I Sjo / 4-8-99  
 Senate \_\_\_\_\_ / \_\_\_\_\_  
 Academic Affairs \_\_\_\_\_ / \_\_\_\_\_

Page 1 of 1

Art & Art History  
 Department

Signed: [Signature] 1-4-99  
 Department Chair Date

College of Arts & Sciences  
 School or College

Signed: [Signature] 2-19-99  
 Dean Date

Bachelor of Fine Arts in Studio Art

Title of Degree/Minor/Certificate Program

Are other departments likely to be affected by this change?  no  yes -- list departments and secure sign-offs

Page number(s) 86 and year 1998-99 of most recent Bulletin listing.

Current Bulletin Listing:

Proposed Bulletin Listing:

Rationale:

Photography  
 260, Digital Photography II  
 261, Color Photography I  
 264, Video Art I  
 350, Design III  
 360, Photography Iii  
 361, Color Photography II  
 391, Advanced Problems in Photography I  
 392, Advanced Problems in Photography II  
 396, Senior Studio Seminar (6 hours)  
 12 hours of Studio Art Electives

Photography  
 260, Digital Photography II  
 261, Color Photography I  
 350, Design III  
 360, Photography III  
 361, Color Photography II  
 391, Advanced Problems in Photography I  
 392, Advanced Problems in Photography II  
 396, Senior Studio Seminar (6 hours)  
 12 hours of Studio Art Electives  
 6 hours of Photography Electives

Eliminates unnecessary Video Art I for BFA Photography emphasis degree requirements. Provides students instead with a photography elective.  
  
 Adds to this new elective possibility 3 hours of photo electives which were inadvertently left out of this year's Bulletin.

**SENATE PROPOSAL FORM FOR** (check one):  CHANGE IN DEGREE REQUIREMENT  
 CHANGE IN MINOR  
 CHANGE IN CERTIFICATE PROGRAM

*MFB*

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**ROUTING:**  
 Academic Affairs lmm/12-24-99  
 Graduate School \_\_\_\_\_  
 (if applicable) \_\_\_\_\_  
 Senate C&I sjc 11-8-99  
 Senate \_\_\_\_\_  
 Academic Affairs \_\_\_\_\_  
 (effective date: \_\_\_\_\_)

Page 1 of 2

Mathematics and Computer Science  
 Department

Signed: *Ray Baller* 1/8/99  
 Department Chair Date

College of Arts and Sciences  
 School or College

Signed: *Martin Sage* 2-19-99  
 Dean Date

Bachelor of Science in Computer Science  
 Title of Degree/Minor/Certificate Program

Are other departments likely to be affected by this proposal?  no  yes — list departments and secure sign-offs

Management Science and Information Systems

*James Carbell*

Page number(s) 196 and year 1998-99 of the most recent Bulletin listing.

Current Bulletin listing:	Proposed Bulletin listing:	Rationale
<b>Bachelor of Science in Computer Science</b>  The following course work is required: 1) <b>Mathematics</b> 80, Analytic Geometry and Calculus I 175, Analytic Geometry and Calculus II 180, Analytic Geometry and Calculus III 202, Introduction to Differential Equations 245, Elementary Linear Algebra 250, Introduction to Modern Mathematics	<b>Bachelor of Science in Computer Science</b>  The following course work is required: 1) <b>Computer Science</b> 125, Introduction to Computing 225, Programming and Data Structures 240, Computer Systems: Architecture and Organization 241, Computer Systems: Programming 255, Discrete Structures	Change in order to put computer science courses first. Title change Title change Title and course description change  Title and course description change New course

Also required is one of the following:

**320**, Mathematical Statistics I

**323**, Numerical Analysis I

**355**, Discrete Mathematics

**2) Computer Science**

**125**, Introduction to Computer Science

**225**, Data Structures and Problem Solving

**240**, Computer Hardware and Small Computer Systems I

**241**, Computer Hardware and Small Computer Systems II

**275**, Advanced Programming Techniques in C

**313**, Analysis of Algorithms

**328**, Programming Languages and Compiling Techniques

**376**, Operating Systems

**3) Probability and Statistics**

**132**, Applied Statistics

**4)** Three further courses in mathematical sciences numbered above 250, at least one of which must be in computer science. Computer Science 272, Programming Languages Laboratory, may be counted as one of these three courses only if three or more hours of credit are obtained in the course

**275**, Advanced Programming Techniques

**278**, Design and Analysis of Algorithms

**325**, Programming Languages

**328**, Program Translation Techniques

**376**, Operating Systems

**2) Mathematics and Statistics**

**80**, Analytic Geometry and Calculus I

**175**, Analytic Geometry and Calculus II

**180**, Analytic Geometry and Calculus III

**245**, Elementary Linear Algebra

**132**, Applied Statistics I

**3)** Five more elective courses, numbered above 300 if in computer science, and above 200 if in mathematics or statistics. At least three of these elective courses must be in computer science, and at least one must be in mathematics or statistics.

Title and course description change

New course

New course

Title and course description change

Groups mathematics and statistics courses together



**SENATE PROPOSAL FORM FOR** (check one):  CHANGE IN DEGREE REQUIREMENTS  
 CHANGE IN MINOR  
 CHANGE IN CERTIFICATE PROGRAM

(Do Not Write in This Space)

Page 1 of 6

**ROUTING:** Initials/ Date  
 Academic Affairs LMH 3-2-99  
 Graduate School  
 (if applicable) /  
 Senate C&I SJC 14-8-99  
 Senate /  
 Academic Affairs /

Signed: \_\_\_\_\_ Date \_\_\_\_\_  
 Department Chair  
 Department \_\_\_\_\_  
 Signed: [Signature] Date 2-23-99  
 Dean  
 School or College \_\_\_\_\_

Bachelor of Science in Nursing  
 Title of Degree/Minor/Certificate Program

Are other departments likely to be affected by this change?  no  yes -- List departments and secure sign-offs

Page number(s) 414-415 and year 1998-99 of most recent *Bulletin* listing.

Current <i>Bulletin</i> listing:	Proposed <i>Bulletin</i> listing:	Rationale:
<p><b>General Information</b>            Barnes College of Nursing offers nursing studies at the undergraduate and graduate levels. Knowledge and skills needed to complete the professional licensure examination to become a registered nurse are available through a basic baccalaureate option. Nurses who have obtained their basic nursing education through associate degree or diploma nursing programs may complete the BSN Completion option without repetition of previous nursing education. The Master of Science in Nursing program is offered in cooperation with the School of Nursing at University of Missouri-Kansas City. The Ph.D. in Nursing is offered in cooperation with the Schools of Nursing at University of Missouri-Columbia and Kansas City. Admission to the Ph.D. is available at the post BSN and MSN levels.</p> <p><b>Undergraduate Studies</b>            The Barnes College of Nursing provides course work leading to the Bachelor of Science in Nursing. The program is accredited by National League for Nursing and the Missouri Board of Nursing. The</p>	<p><b>General Information</b>            Barnes College of Nursing offers nursing studies at the undergraduate and graduate levels. Knowledge and skills needed to complete the professional licensure examination to become a registered nurse are available through a basic baccalaureate option. Nurses who have obtained their basic nursing education through associate degree or diploma nursing programs may complete the BSN Completion option without repetition of previous nursing education. The Master of Science in Nursing program is offered in cooperation with the School of Nursing at University of Missouri-Kansas City. The Ph.D. in Nursing is offered in cooperation with the Schools of Nursing at University of Missouri-Columbia and Kansas City. Admission to the Ph.D. is available at the post BSN and MSN levels.</p> <p><b>Undergraduate Studies</b>            The Barnes College of Nursing provides course work leading to the Bachelor of Science in Nursing. The program is accredited by National League for Nursing and the Missouri Board of Nursing. The</p>	

**SENATE PROPOSAL FORM FOR** (check one):  **CHANGE IN DEGREE REQUIREMENTS**  
 **CHANGE IN MINOR**  
 **CHANGE IN CERTIFICATE PROGRAM**

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**ROUTING: Initials/ Date**  
 Academic Affairs \_\_\_\_\_ / \_\_\_\_\_  
 Graduate School \_\_\_\_\_ / \_\_\_\_\_  
 (if applicable) \_\_\_\_\_ / \_\_\_\_\_  
 Senate C&I \_\_\_\_\_ / \_\_\_\_\_

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Current <i>Bulletin</i> listing:	Proposed <i>Bulletin</i> listing:	Rationale:
<p>undergraduate program offers two means for achieving the bachelor's degree in nursing: studies which are preparatory for completion of the professional nurse licensure examination (basic undergraduate); advanced placement for the professional registered nurse without repetition of fundamental nursing courses (B.S.N. Completion).</p> <p><b>Admission Policies</b></p> <p><b>Basic Baccalaureate</b>  <b>First time freshman or students with less than 24 college credits:</b></p> <ol style="list-style-type: none"> <li>1) Admission to the University (see Undergraduate Admission and Application Procedure section in this <i>Bulletin</i>);</li> <li>2) Cumulative high school grade point average of 2.5 (4.0 scale);</li> <li>3) Rank in upper third of high school class;</li> <li>4) ACT score of 21 or higher;</li> <li>5) High school course work required in Chemistry and Biology;</li> <li>6) "B" average preferred for high school course work in English Composition, Algebra I and II, Geometry, Chemistry, and Biology.</li> </ol> <p><b>Students with 24 or more college credit hours:</b></p> <ol style="list-style-type: none"> <li>1) Admission to the University (see Undergraduate Admission and Application Procedure section in this <i>Bulletin</i>);</li> <li>2. Minimum cumulative grade point average of 2.5 (4.0 scale).</li> </ol>	<p>undergraduate program offers two means for achieving the bachelor's degree in nursing: studies which are preparatory for completion of the professional nurse licensure examination (pre-licensure track) and advanced placement for the professional registered nurse without repetition of fundamental nursing courses (B.S.N. Completion track). An accelerated pre-licensure track is available for qualified persons who hold earned degrees in a non-nursing field or outstanding students who have completed all prescribed general education and science course work.</p> <p><b>Admission Policies</b></p> <p><b>Basic Baccalaureate</b>  <b>First time freshman or students with less than 24 college credits:</b></p> <ol style="list-style-type: none"> <li>1) Admission to the University (see Undergraduate Admission and Application Procedure section in this <i>Bulletin</i>);</li> <li>2) Cumulative high school grade point average of 2.5 (4.0 scale);</li> <li>3) Rank in upper third of high school class;</li> <li>4) ACT score of 21 or higher;</li> <li>5) High school course work required in Chemistry and Biology;</li> <li>6) "B" average preferred for high school course work in English Composition, Algebra I and II, Geometry, Chemistry, and Biology.</li> </ol> <p><b>Students with 24 or more college credit hours:</b></p> <ol style="list-style-type: none"> <li>1) Admission to the University (see Undergraduate Admission and Application Procedure section in this <i>Bulletin</i>);</li> <li>2. Minimum cumulative grade point average of 2.5 (4.0 scale).</li> </ol>	<p>Accelerated option provides a means for qualified students to complete the approved pre-licensure track in an intensive full-time format and acknowledges prior learning.</p>

**SENATE PROPOSAL FORM FOR** (check one):  **CHANGE IN DEGREE REQUIREMENTS**  
 **CHANGE IN MINOR**  
 **CHANGE IN CERTIFICATE PROGRAM**

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**ROUTING:**           Initials/ Date            
 Academic Affairs           /            
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 (if applicable)  
 Senate C&I           /          

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Current <i>Bulletin</i> listing:	Proposed <i>Bulletin</i> listing:	Rationale
<p><b>B.S.N. Completion</b>            1) Admission to the University (see Undergraduate Admission and Application Procedure section in this <i>Bulletin</i>);            2) Graduate of either an accredited diploma or associate degree program in nursing;            3) Evidence of current licensure as a registered nurse with eligibility for licensure in Missouri;            4) Cumulative grade point average of 2.5 (4.0 scale)* on all previous college-level course work;            5) Minimum of 30 hours of college credit applicable to a degree;</p>	<p><b>Students with an earned degree in a non-nursing field or outstanding transfer students seeking admission to the accelerated option:</b>            1) Admission to the University (see Undergraduate Admission and Application Procedure section in this <i>Bulletin</i>);            2) Baccalaureate or higher degree from regionally accredited college or university. Applicants not holding a baccalaureate degree must have completed 62 semester hours of general education academic credit before beginning the program, including prescribed course work;            3) Minimum GPA of 3.0 (4.0 scale) for students with baccalaureate or higher degree or 3.2 (4.0 scale) for students not holding a baccalaureate degree;            4) Completion of all prerequisite general education and science courses for a major in nursing with a grade of "C" or higher;            5) Basic computer literacy and access to a personal computer</p> <p><b>B.S.N. Completion</b>            1) Admission to the University (see Undergraduate Admission and Application Procedure section in this <i>Bulletin</i>);            2) Graduate of either an accredited diploma or associate degree program in nursing;            3) Evidence of current licensure as a registered nurse with eligibility for licensure in Missouri;            4) Cumulative grade point average of 2.5 (4.0 scale)* on all previous college-level course work;            5) Minimum of 30 hours of college credit applicable to a degree;</p>	<p>Highly selective admission criteria need to be employed for pre-licensure accelerated track due to the rigorous nature of study.</p>

**SENATE PROPOSAL FORM FOR** (check one):  **CHANGE IN DEGREE REQUIREMENTS**  
 **CHANGE IN MINOR**  
 **CHANGE IN CERTIFICATE PROGRAM**

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**ROUTING:**                                        
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 Senate C&I      /

Current <i>Bulletin</i> listing:	Proposed <i>Bulletin</i> listing:	Rationale
<p>6) Validation of basic nursing knowledge (total of 30 credits granted).**</p> <p>*Cumulative GPA of 3.0 required of individuals seeking accelerated access to MSN option</p> <p>**Graduates of diploma nursing programs will be awarded 30 college credits for successful validation of basic nursing knowledge as part of the admission process. A processing fee is assessed for this procedure.</p> <p>Students are required to furnish their own transportation to and from campus and clinical agencies. Students must have automobile access for all community experiences throughout the program. For specific information regarding the B.S.N. degree program, please contact Nursing Student Services and Records office at (314) 516-6066 or 1-888-NURSUM.</p> <p style="text-align: center;"><b>General Information</b></p> <p><b>Credit by Transfer and Examination</b>          Credit may be granted for selected general studies See Admission and Application Procedure section in this <i>Bulletin</i> for credit information.</p> <p><b>Degree Requirements</b>          The Bachelor of Science in Nursing degree requires comprehensive course work in general education and nursing. Basic undergraduate nursing course work includes theory, on-campus laboratory and clinical</p>	<p>*Cumulative GPA of 3.0 required of individuals seeking accelerated access to MSN option</p> <p>Students are required to furnish their own transportation to and from campus and clinical agencies. Students must have automobile access for all community experiences throughout the program. For specific information regarding the B.S.N. degree program, please contact Nursing Student Services and Records office at (314) 516-6066 or 1-888-NURSEUM.</p> <p style="text-align: center;"><b>General Information</b></p> <p><b>Credit by Transfer and Examination</b>          Credit may be granted for selected general studies See Admission and Application Procedure section in this <i>Bulletin</i> for credit information.</p> <p><b>Degree Requirements</b>          The Bachelor of Science in Nursing degree requires comprehensive course work in general education and nursing. Basic undergraduate nursing course work includes theory, on-campus laboratory and clinical</p>	

**SENATE PROPOSAL FORM FOR** (check one):  **CHANGE IN DEGREE REQUIREMENTS**  
 **CHANGE IN MINOR**  
 **CHANGE IN CERTIFICATE PROGRAM**

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Current <i>Bulletin</i> listing:	Proposed <i>Bulletin</i> listing:	Rationale
<p>activities. Clinical experiences require weekday, evening, and/or weekend commitments. Full-time study in the basic baccalaureate program can be completed in four academic years. BSN Completion course work is concentrated in an evening format and includes theory, on-campus laboratory and community-based clinical activities.</p> <p><b>Satisfactory/Unsatisfactory</b>            Undergraduate nursing majors may not take required related area general education or nursing courses on a satisfactory/unsatisfactory basis.</p> <p><b>General Education Requirements</b>            Nursing majors must complete all general education requirements of the University as outlined in this <i>Bulletin</i> (see Undergraduate Studies, General Education Requirements).</p> <p>Within the general education requirements, the following are related area requirements for the nursing major. See a curriculum planning guide for specific courses and proper sequencing.</p> <p><b>1) Natural science course work</b>  <b>Biology 113, Human Physiology and Anatomy I</b>  <b>Biology 114, Human Physiology and Anatomy II</b>  <b>Biology 116, General Microbiology</b>  <b>Chemistry for Health Professions (or equivalent)</b></p> <p><b>2) Behavioral science course work</b>  <b>Sociology 10, Introduction to Sociology</b>  <b>Psych 3, General Psychology</b>  <b>Psych 268, Human Growth and Development</b>  <b>Econ 40, Introduction to American Economy</b></p>	<p>activities. Clinical experiences require weekday, evening, and/or weekend commitments. Full-time study in the pre-licensure baccalaureate track can be completed in four academic years. The pre-licensure accelerated track requires full-time study and can be completed in 15 months. BSN Completion course work is concentrated in an evening format and includes theory, on-campus laboratory and community-based clinical activities.</p> <p><b>Satisfactory/Unsatisfactory</b>            Undergraduate nursing majors may not take required related area general education or nursing courses on a satisfactory/unsatisfactory basis.</p> <p><b>General Education Requirements</b>            Nursing majors must complete all general education requirements of the University as outlined in this <i>Bulletin</i> (see Undergraduate Studies, General Education Requirements).</p> <p>Within the general education requirements, the following are related area requirements for the nursing major. See a curriculum planning guide for specific courses and proper sequencing.</p> <p><b>1) Natural science course work</b>  <b>Biology 113, Human Physiology and Anatomy I</b>  <b>Biology 114, Human Physiology and Anatomy II</b>  <b>Biology 116, General Microbiology</b>  <b>Chemistry 5, Chemistry for Health Professions (or equivalent)</b></p> <p><b>2) Behavioral science course work</b>  <b>Sociology 10, Introduction to Sociology</b>  <b>Psych 3, General Psychology</b>  <b>Psych 268, Human Growth and Development</b>  <b>Econ 40, Introduction to American Economy</b></p>	<p>All prescribed general education and science courses <del>work</del> are completed prior to admission to the accelerated track with required nursing course work delivered in an intensive format over two academic semesters plus two Intersession/Summer sessions. Track meets the need of a highly qualified, motivated adult learner seeking knowledge needed to complete professional nursing licensure examinations.</p>

**SENATE PROPOSAL FORM FOR** (check one):  **CHANGE IN DEGREE REQUIREMENTS**  
 **CHANGE IN MINOR**  
 **CHANGE IN CERTIFICATE PROGRAM**

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**ROUTING:**                                        
 Academic Affairs               /             
 Graduate School  
 (if applicable)               /             
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Current <i>Bulletin</i> listing:	Proposed <i>Bulletin</i> listing:	Rationale
<p><b>3) Humanities</b>  <b>Philosophy course</b></p> <p><b>Nursing Course Work Requirements</b></p> <p><b>Basic Baccalaureate</b>            100 Introduction to the Nursing Discipline            103 Nutrition and Health            104 Foundations in Nursing and Health*            105 Communication in the Nursing Profession            106 Assessment of Clients in Health and Illness            110 Pathophysiological Bases of Nursing Practice            111 Pharmacotherapeutics in Nursing Practice            205 Adult Health Nursing I*            206 Adult Health Nursing II*            207 Information Management in Nursing*            214 Psychiatric Mental Health Nursing*            215 Nursing of Women &amp; Childbearing Families*            216 Child and Family Health Nursing*            300 Community Health Nursing*            304 Ethical and Legal Dimensions of Nursing Practice            306 Nursing Research            308 Management and Leadership in Nursing            310 Senior Seminar*</p> <p><b>BSN Completion</b>            200 Dimensions of Professional Nursing*            217 Information Systems Utilized in Health Care*            220 Health Assessment*            236 Families an Communities*            306 Nursing Research            340 Synthesis in Nursing Practice*            Nursing Elective            *Includes a laboratory and/or clinical component</p>	<p><b>3) Humanities</b>  <b>Philosophy 156, Biomedical Ethics or equivalent</b></p> <p><b>Nursing Course Work Requirements</b></p> <p><b>Basic Baccalaureate</b>            100 Introduction to the Nursing Discipline            101 Nursing and Health+*            103 Nutrition and Health            104 Foundations in Nursing and Health*            105 Communication in the Nursing Profession            106 Assessment of Clients in Health and Illness            110 Pathophysiological Bases of Nursing Practice            111 Pharmacotherapeutics in Nursing Practice            205 Adult Health Nursing I*            206 Adult Health Nursing II*            214 Psychiatric Mental Health Nursing*            215 Nursing of Women &amp; Childbearing Families*            216 Child and Family Health Nursing*            217 Information Systems Utilized in Health Care*            300 Community Health Nursing*            304 Ethical and Legal Dimensions of Nursing Practice            306 Nursing Research            308 Management and Leadership in Nursing            310 Senior Seminar*            + Completed by those enrolled in the accelerated track</p> <p><b>BSN Completion</b>            200 Dimensions of Professional Nursing            217 Information Systems Utilized in Health Care*            220 Health Assessment*            301 Family and Community Nursing*            304 Ethical and Legal Dimensions of Nursing Practice            306 Nursing Research            308 Management and Leadership in Nursing            311 Synthesis in Nursing Practice*            *Includes a laboratory and/or clinical component</p>	<p>Changes in upper division baccalaureate track for registered nurse students more closely parallels the pre-licensure track.</p>

SENATE PROPOSAL FORM FOR (check one): (X) CHANGE IN DEGREE REQUIREMENTS  
 ( ) CHANGE IN MINOR  
 ( ) CHANGE IN CERTIFICATE PROGRAM  
 (See Instructions on Reverse)

*MFA*

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ROUTING:  
 Academic Affairs Lmm/12-22-98  
 Graduate School \_\_\_\_\_  
 (if applicable) \_\_\_\_\_  
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 Senate \_\_\_\_\_  
 Academic Affairs \_\_\_\_\_

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Criminology & Criminal Justice  
 Department

Signed: \_\_\_\_\_  
 Department Chair

11/16/98  
 Date

Arts and Sciences  
 School or College

Signed: Martin Sage  
 Dean

12-10-98  
 Date

B.S. in Criminology and Criminal Justice

Title of Degree/Minor/Certificate Program

Are other departments likely to be affected by this change? (X) no ( ) yes--list departments and secure sign-offs

Page number(s) \_\_\_\_\_ and year \_\_\_\_\_ of most recent Bulletin listing.

Current Bulletin listing:

Proposed Bulletin listing:

Rationale:

CCJ majors may not use criminology courses taken through Independent Studies to fulfill degree requirements in the major.

Material changed so infrequently that it often is out of date and/or incorrect.

SENATE PROPOSAL FORM FOR (check one) ?  CHANGE IN DEGREE REQUIREMENTS  
 CHANGE IN MINOR  
 CHANGE IN CERTIFICATE PROGRAM

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**ROUTING**  
 Academic Affairs MMK / 3/3/99  
 Graduate School \_\_\_\_\_ / \_\_\_\_\_  
 (if applicable)  
 Senate C&I lji / 4-8-99  
 Senate \_\_\_\_\_ / \_\_\_\_\_  
 Academic Affairs \_\_\_\_\_ / \_\_\_\_\_

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*MMK*

Signed: \_\_\_\_\_ Date \_\_\_\_\_  
 Department Chair  
 Pierre Laclède Honors College / School or College Signed: Robert M. Quinn Date 3/1/99  
 Dean

Pierre Laclède Honors College: Honors Program  
 Title of Degree/Minor/Certificate Program

Are other departments likely to be affected by this change? ( ) no ( X ) yes—list departments and secure sign-offs.

ENGLISH (will sign off on Honors 210)

Page number(s) 441-444 and year 1998-1999 of most recent *Bulletin* listing:

<b><u>CURRENT BULLETIN LISTING</u></b>	<b><u>PROPOSED BULLETIN LISTING</u></b>	<b><u>RATIONALE:</u></b>
PLEASE NOTE THAT MINOR EDITORIAL CHANGES ARE NOT ITEMIZED. ALL NEW/SUBSTANTIALLY ALTERED PASSAGES ARE NUMBERED AND EXPLAINED.  (1) N/A	PLEASE NOTE THAT MINOR EDITORIAL CHANGES ARE NOT ITEMIZED. ALL NEW/SUBSTANTIALLY ALTERED PASSAGES ARE NUMBERED AND EXPLAINED  <u>The Honors College Writing Portfolio</u> Both programs include participation in the Honors College Writing Program, 'Writing through the Curriculum,' which involves formal courses in composition (at least one of Honors 10, 210, and 310) and informal consultations with the Director of the Writing Program. In the final year, this culminates in	PLEASE NOTE THAT MINOR EDITORIAL CHANGES ARE NOT ITEMIZED. ALL NEW/SUBSTANTIALLY ALTERED PASSAGES ARE NUMBERED AND EXPLAINED  (1) Refers to a new element of the Honors Program which is essential for outcomes assessment (for instance, for accreditation) and will generally strengthen and extend students' writing competencies.



<u>CURRENT BULLETIN LISTING</u>	<u>PROPOSED BULLETIN LISTING</u>	<u>RATIONALE:</u>
<p>(2). (p. 441) <b>Honors Scholars</b> The Honors College's . . . degrees in other academic divisions.</p> <p>Many students major . . . professional schools.</p>	<p><b>(1: continued)</b> the compilation of a personal Honors College Writing Portfolio.</p> <p>(2). <b>Honors Scholars</b> Honors College Scholars are highly qualified individuals from a broad range of public and private secondary schools and colleges. They enter the College with different backgrounds and interests and remain part of it while simultaneously enrolling in classes and pursuing Bachelors degrees in other academic divisions of the University. Most Honors students major in the traditional liberal arts disciplines spanning the humanities, social sciences, mathematics and natural sciences, but about a third focus on using their undergraduate education to prepare for careers in business, education, nursing, or engineering. Whatever their undergraduate majors, most Honors College students plan to go on to graduate study or professional schools, although a significant number successfully seek employment immediately after graduation. Honors faculty and staff provide advice and guidance in both course choice and career plans</p>	<p>(2). Changes are for accuracy's sake but do not reflect changes in policy. For instance, the old description did not refer at all to transfers from colleges and universities.</p>
<p>(3). (p. 441). <b>Curriculum. Four-Year Program</b> Approximately 40 per cent . . . their major fields.</p>	<p>(3). <b>Curriculum</b> Pierre Laclede Honors College offers both a Four-Year program (for students admitted as freshmen) and a Two-Year program (for transfer students from within the UM-St. Louis or from outside the University).</p> <p><b>Four-Year Program (40 credit hours total):</b> Approximately one-third of the 120 hours</p>	<p>(3). Almost all changes are for accuracy and guidance to students. The exceptions are the global credit hour requirement (up to 40 from 39) and the explicit inclusion of 'advanced undergraduate research' as a potential element in students' independent study requirement. This is an important element in the Honors College's mission enhancement program which is now funded by separate scholarship accounts.</p>

<u>CURRENT BULLETIN LISTING</u>	<u>PROPOSED BULLETIN LISTING</u>	<u>RATIONALE:</u>
<p>(4). (p. 441) <b>First Year.</b>  <b>10.</b> Freshman Composition  <b>20.</b> Contemporary Issues and Events Symposium  <b>30.</b> ...</p>	<p>(3: continued)</p> <p>Honors students earn toward graduation are taken in the Honors College or under its auspices. Most of these credits are associated with a sequence of Honors courses designed specifically for the College, the majority of which are taken during the first two years. During this period, these students fulfill virtually all of the University's General Education Requirements, usually in innovative ways. In their junior and senior years, Honors Scholars also earn Honors credit for work done within their major fields, work which includes the possibility of internships, independent study projects, and advanced undergraduate research.</p> <p><b>(4).. First Year (15 credit hours):</b>  Scholars take Honors 10, 20, and 30, and one course each from the Western Traditions and Non-Western Traditions seminar series. Students may take a seminar from the American Traditions series as an elective or in place of <i>either</i> a Western or a Non-Western Traditions seminar.  <b>10,</b> Freshman Composition  <b>20,</b> Cities and Good Lives: Knowledge, Decisions, and Consequences.  <b>30,</b> Critical Analysis  <b>111-5,</b> The Western Traditions Series  <b>121-5,</b> The American Traditions Series (elective)  <b>131-5,</b> The Non-Western Traditions Series</p>	<p>(4). One additional credit hour arises from the reorganization and retitling of Honors 20. Additional prose is for guidance and clarification of existing policy (may take American Traditions as an elective or in place of Western Traditions or Non-Western Traditions.  The change to 'seminar series' is consequence on the course renumbering exercise.</p>

<u>CURRENT BULLETIN LISTING</u>	<u>PROPOSED BULLETIN LISTING</u>	<u>RATIONALE:</u>
<p>(5). (p. 441) <b>Second year.</b> Scholars take two . . . . 201. . . 205 . . .</p> <p>During the first two years . . . mathematics and natural science requirements.</p>	<p>(5). <b>Second Year</b> (six credit hours): Scholars take <b>two</b> of the following <b>Honors</b> classes: 201, Inquiries in the Humanities 202, Inquiries in the Fine and Performing Arts 203, Inquiries in the Social and Behavioral Sciences 204, Inquiries in Mathematics and Computing 205, Inquiries in the Natural Sciences 206, Inquiries in Business 207, Inquiries in Education 208, Inquiries in Nursing</p> <p>Honors students in the Four-Year program may also take <b>Honors 210</b> to meet their advanced composition graduation requirement.</p> <p>During the first two years, Honors Scholars will take additional course work in other areas, such as mathematics, natural science, foreign language, and major prerequisite classes to satisfy various University, Honors College, and specific degree requirements.</p>	<p>(5). Changes do not represent policy changes, but the renumbering of the Inquiries seminars and a rewriting of the unclear paragraph concerning other requirements in maths, languages, etc.</p> <p>Honors 210 is a new element in the Two-year program. It is proposed to offer it as an elective in the four-year program in order to give four-year students the opportunity of extending their connections with the College's Writing Portfolio program. Honors students taking 210 will also use it to satisfy their advanced composition requirement.</p>
<p>(6). (p. 441) <b>Third and Fourth Years</b> 300. Honors Seminar (at least four). Six hours of Independent Study in the major field taken for Honors credit.</p>	<p>(6). <b>Third and Fourth Years</b> (19 credit hours): Honors Scholars in the Four-Year program take at least four seminars (12 credit hours) from the Advanced Seminar (301-308) and/or Research Seminar (351-358) series. They may take more, and many do where this is compatible with their major and/or minor requirements. In addition, Honors students do <b>6 credit hours</b> in Independent Study projects, normally in or closely related to their major field. These independent study projects normally carry credit</p>	<p>(6). One additional credit hour consequent on Honors 310, added to insure the completion, with consultation, of the Writing Portfolio. Otherwise changes are consequent on the renumbering of courses, Honors 300 being an overstrained category in both theory and practice. (That is, some honors 300 seminars have been 'research seminars', others have not).</p>

<u>CURRENT BULLETIN LISTING</u>	<u>PROPOSED BULLETIN LISTING</u>	<u>RATIONALE:</u>
<p>(7). (p. 441). <b>Two-Year Program.</b> Scholars in this program will take a combination of Honors College courses . . . into the College</p> <p><b>Third Year.</b> 200. . . .</p> <p><b>Fourth Year.</b> Same as for Third year.</p>	<p><b>(6: continued)</b></p> <p>in the major, but can be done as Honors College Independent Study or Research projects (<b>Honors 390-399</b>). During the final year, students also take <b>Honors 310</b>, a one-credit capstone for the Honors College Writing Program.</p> <p><b>(7). Two-Year Program (22 credit hours total):</b> Scholars in this program will take a combination of Honors College courses and also earn Honors independent study credit for work done in their major fields. The 22 credit hours must include 6 credits of Independent Study, as for the Four-Year program.</p> <p><b>Third Year (9 credits):</b> During the first year of the Two-Year program, students take three Honors seminars, including <b>210</b>, Advanced Composition: Writing the City; one course from the <b>Inquiries series (201-208)</b>; one course from <i>either</i> the <b>Advanced Seminar (301-308) or Research Seminar (351-358)</b> series. In addition, 3 credit hours of Independent Study may be taken during this year, normally in or closely related to their major.</p> <p><b>Fourth Year (7 credits):</b> The final year of the Two-Year program involves three courses chosen from the 200- and 300-level options, including <b>310</b>, the Honors Writing Portfolio (1 credit hour) and at least one course chosen from the <b>301-308 or 351-358 series</b>. In</p>	<p>(7). Honors 210 is a new requirement for all transfer students, providing them with a common introduction to the Honors Program and a purpose-built advanced composition course, in which the stress will be on writing about the city in various academic modes. It is intended to make some writing specific to each student's major field.</p> <p>This, together with Honors 310, raises the credit hour requirement of the two-year program from 18 to 22 hours, but <b>NB</b> that 3 of those credits are also used to meet a University graduation requirement.</p> <p>Otherwise no requirements are altered, and the main purpose of the changes is to incorporate the course renumbering, as above.</p>

<u>CURRENT BULLETIN LISTING</u>	<u>PROPOSED BULLETIN LISTING</u>	<u>RATIONALE:</u>
<p>(8). (pp. 441-442) Not titled, but everything from 'The satisfactory/unsatisfactory option . . . ' to the course descriptions section.</p>	<p><b>(7: continued)</b></p> <p>addition, students will complete their Independent Study requirements with 3 or 6 hours of project, internship, or research work.</p> <p><b>(8). Other academic features and requirements.</b></p> <p><b>Pass/Fail.</b> The satisfactory/unsatisfactory option does not apply to any course work undertaken for Honors College credit.</p> <p><b>Admission.</b> To be considered for admission to either the Two-Year or Four-Year Honors program, a candidate must file a special Honors College application as well as their general University application. These application forms and additional information concerning scholarship and stipend awards, general eligibility guidelines, and the admissions process are available from the Honors College administrative office at (314) 516-6870 or from the University Admissions Office.</p> <p><b>Scholarships and stipends.</b> Every new freshman or transfer student admitted to the Honors College receives academic scholarship support. Scholars continue to receive these awards as long as they meet the criteria associated with their particular scholarship grant.</p> <p><b>Good academic standing.</b> To remain in good standing, a student must maintain a cumulative GPA, in all his or her UM-</p>	<p><b>(8).</b> Only one of these entries constitutes a change in existing policies. That is to require a 3.20 GPA in all a students' UM-St. Louis courses (rather than in <i>both</i> Honors <i>and</i> main campus courses). That requirement created some pretty odd anomalies, and is better dispensed with altogether than to leave exceptions the Dean's discretion. Most of the rest of this is drawn directly from the current <i>Bulletin</i> entry.</p> <p>All additional matter in this passage states existing policies as carried out by successive deans of the Honors College.</p> <p>The main purpose for including the additional matter in the <i>Bulletin</i> is to do what we can to insure that students know this information, but also to utilize the Bulletin to publicize some of the distinctive aspects of the Honors programs at UM-St. Louis, not least to students who are already enrolled in other academic divisions.</p>

<u>CURRENT BULLETIN LISTING</u>	<u>PROPOSED BULLETIN LISTING</u>	<u>RATIONALE:</u>
	<p><b>(8: continued)</b>  St. Louis courses, of at least 3.20, and must continue to meet the requirements of the Honors program for which he or she was initially admitted. Unless other arrangements have been made, Honors College students are also expected to be full time, that is to register for and satisfactorily complete at least 24 credit hours per calendar year, including summer and intersession. Students wishing to enter the Honors College as part-time students, or to change to part-time status, must make prior arrangements with the Honors College dean.</p> <p><b>The University of Missouri-St. Louis: an Urban Land Grant Institution</b>  Given its location in St. Louis, and because it is part of an urban land grant university, Pierre Laclède Honors College seeks to encourage awareness of the manifold benefits of pursuing an undergraduate education in a dynamic and varied urban community. This is accomplished partly through the Honors Curriculum (for instance, Honors 20 and 210 are focused on 'the city'), through facilitating cultural and other outings in the city, and by encouraging students to include in their academic program courses, research projects, and/or internships which exploit the University's manifold connections with city people and its partnerships with leading city institutions such as the Missouri Botanical Gardens, the Missouri Historical Society, and the Mercantile Library of St. Louis. Many Honors students fulfill all or part of their Independent Study requirements working through such partnerships.</p>	

<u>CURRENT BULLETIN LISTING</u>	<u>PROPOSED BULLETIN LISTING</u>	<u>RATIONALE:</u>
<p>(9). (pp. 443-444). Pierre Laclède Honors College Course Descriptions.</p> <p>The following courses fulfill the Humanities (H) breadth of study requirements: 30, 101, 102, 103, 201, 202. The following courses fulfill the Social Sciences (SS) breadth of study requirements (101, 102, 103, 203, 204. The following course fulfills the Natural Sciences and Mathematics (SM) requirements: 205.</p> <p>Depending on the nature of the topic, Honors 300, Advanced Honors Seminar, also fulfills specific breadth of study requirements.</p>	<p><b>(8: continued)</b></p> <p><b>International Study and Other Exchange Programs</b>  Honors students are encouraged to consider a semester's or a year's study at another institution. This can be done through the University's Center for International Studies, which administers exchanges with over 70 universities in Europe, Africa, Asia, Australasia, and South and Central America. Or students may, through the National Student Exchange (administered for the University by the Honors College), attend any one of over 100 universities in the USA and Canada.</p> <p><b>(9). Pierre Laclède Honors College Course Descriptions</b></p> <p>Please <b>note</b> the codes attached to most course descriptions. These codes designate which Honors courses will fulfill, or help to fulfill, your General Education graduation requirements.  (H)=fulfills a Humanities requirement.  (SS)=fulfills a Social Sciences requirement.  (SM)=fulfills a Science/Math requirement.  (CW)=fulfills a writing requirement.</p> <p>Please <b>note</b> also that, where the matter has been agreed to by other divisions or departments of the University, many Honors courses, particularly in the 200- and 300-ranges, can be used to fulfill major, minor, and certificate requirements. The Honors College course lists, published prior to the pre-registration period each semester, identify clearly those seminars which fulfill these various</p>	<p><b>(9)</b>, There is little in this new description which constitutes a change in policy. It is, instead, intended to clarify existing policy. The exception is the proposal (implicit rather than explicit) that we should abandon the old practice of using the faculty member's home department as the sole determinant of whether a course fulfilled Humanities, Social Science, or Science/Maths distributional requirements in General Education. Rather, the course's content and disciplinary approach will be the crucial factor. Decisions on this matter will be made in consultation with each faculty member.</p> <p>The same criteria have traditionally been used (and will continue to be used) to decide on whether a course might meet cultural diversity or global awareness requirements, and the state requirement for American history and government.</p> <p>Please note that the Honors College cannot and is not proposing to designate unilaterally any course as fulfilling any major, minor, certificate, or</p>

	<p align="center"><b><u>PROPOSED BULLETIN LISTING</u></b></p> <p><b><u>(9: continued)</u></b></p> <p>sorts of requirement.</p> <p><b>Important note: Unless otherwise indicated, all Honors seminars and courses require students to obtain the consent of the dean or associate dean of the Honors College at registration.</b></p>	<p align="center"><b><u>RATIONALE:</u></b></p> <p><b><u>(9: continued)</u></b></p> <p>professional course requirements. Many Honors courses have been so designated in the past, and will be in future, but always with the explicit approval of the relevant department, division, or coordinator. The provisions relating to this current practice (in both the general introduction to the course descriptions section and in the specific course descriptions) are intended to clarify the practice, not to change policy.</p>
<p><b><u>PAGE NINE (9) OF NINE (9).</u></b></p>	<p>SIGNED <u>Robert M. Quinn</u></p>	<p>DATE <u>2/1/95</u></p>



## THE RENUMBERING OF HONORS COLLEGE COURSES



Consultation and discussion with (among others) Mimi LaMarca and Judy Young lead inescapably to the conclusion that Honors courses require renumbering. There are a number of reasons for this. We need to avail our students of a sensible way to use DARS for their Honors curriculum requirements. We also must provide them with more informative transcripts, which will help them in their applications for jobs and/or postgraduate study. Advisors in other university divisions and departments need a clearer indication of what Honors courses are about, what General Education and other requirements they might fulfill, than is provided by the current numbering system. Finally, as the Honors College expands, more courses – and different kinds of courses – will be added to the Honors curriculum, and this reinforces the need to establish a sensible system of course numbering. Renumbering will not, of course, solve all aspects of these problems, but it can solve many, and a ‘rational’ numbering system can serve us as a basis for solving other problems related to Honors courses and the GenEd and major requirements they fulfill.

There are, in addition, several new courses which have been established by “Dean’s Action” and require the approval of the Senate.

Several of our courses (existing and new) cannot sensibly be numbered to fit the new system. They are Honors 10 (Honors Composition), Honors 20 (Honors Symposium: Cities and Good Lives), and Honors 210 (Honors Advanced Composition: Writing the City, and Honors 310 (the Writing Portfolio course). Honors 30 (Critical Analysis) will also remain unchanged for the time being, although a new number may be required if we are to include an option stressing Critical Analysis of symbolic and mathematical logic.

For all other Honors course numbers, existing and new, the last digit will serve as the basic indicator of the course’s content and/or disciplinary approach in terms of relevant university divisions or areas, with ‘1’ standing for the Humanities, ‘2’ for the Fine and Performing Arts, ‘3’ for the Social Sciences, ‘4’ for Mathematics and Computer Science, ‘5’ for the Sciences, ‘6’ for Business, and ‘7’ for Education, and ‘8’ for Nursing. Engineering is not included as this University offers few Engineering courses as such, but it may be advantageous now to seek approval for the suffix ‘9’ in relation to the individual research course numbers (Honors 399: see below). In implementing this system, please note that all courses in the 100-series will be listed according to subject matter and/or disciplinary approach in terms of the ‘traditional’ arts and sciences disciplines, as befits Freshman introductory General Education courses. The practice heretofore was to list the option according to the departmental home of the faculty member teaching it; thus a Western Traditions seminar wholly concerned with classic works in philosophy but taught by a historian was listed as a social science course.

However, advanced courses (200- and 300-level) in Honors raise different problems and different opportunities. These courses are ‘advanced’ in several senses, not least in that they have traditionally been more specific in terms of disciplinary approach and/or subject matter. Indeed, a number of departments (chiefly but not entirely in Humanities, Arts, and Social Science disciplines) have accepted these courses as meeting major and/or minor requirements. Discussions with other units of the university are underway to see whether this practice might be expanded and regularized. Renumbering courses in the 200 and 300 ranges, and distinguishing between inquiries seminars, advanced seminars, research seminars, and independent study or research projects will help the Honors College and other divisions to clarify these discussions and to guide student choice. Since the major purpose of the renumbering is not budgetary or financial, but emphatically to help students and advisors understand which courses fulfill which General Education or major requirements, the content and/or disciplinary approach of each course will be the normal standard used by the Honors College and accepted for DARS purposes by other University divisions.

It will be assumed, as before, that Honors courses identified by the Honors College as fulfilling appropriate **General Education** credits and taught by faculty recognized by the appropriate university department or division will be accepted as such. Any Honors course nominated for *major, minor or certificate* credit must be approved for that purpose by the relevant department/program.

For courses numbered above 100, in addition, the first two digits will also be significant, as follows:

--11x = courses numbered 11x will be Western Traditions seminars (currently Honors 101).

--12x = courses numbered 12x will be American Traditions seminars (currently Honors 102)

--13x = courses numbered 13x will be Non-Western Traditions seminars (currently Honors 103)

20x = courses numbered 201-208 will be (as our present 201-205) 'Inquiries' courses, intended mainly for Sophomore students and aimed primarily at critical studies of one (or more) disciplinary approaches or methodologies.

30x = courses numbered 301-308 will be (as our present Honors 300 seminars) intended principally for Juniors and Seniors. As before, these advanced-level seminars will be focused on the study in depth of a body of subject matter, and may or may not be interdisciplinary.

35x = courses numbered 351-358 will be 'research seminars' devoted to primary research in a field closely related to the research expertise of participating faculty. Such seminars have been offered in the past, but have always been included in the 'Honors 300' rubric. This renumbering will be valuable to students (on their transcripts) and to departments in determining whether and how Honors courses relate to their major and/or minor requirements. In addition, the fact that we now offer special funding for research seminars recommends a renumbering of these courses on administrative grounds.

39x = courses numbered 390-399 will be independent study courses. 390 will be Independent Study in Honors; 391-399 will be numbers given to supervised undergraduate research projects which (like the 351-358 series) are subject to special funding provisions.

I accept that it is likely that some of the resulting course numbers will rarely (if ever) be used. I freely confess that I am not at all sure what a mathematics/computing course in 'American Traditions' would look like. But I do want to make it possible to welcome contributions from all university divisions in all areas of the Honors College curriculum without having to activate a long paper chase every time, and the availability of course number Honors 124 (12 = American Traditions. + 4 = Mathematics and Computing) will make this possible. Whether all such possibilities should be listed in the University Bulletin is an interesting question, which I regard as discussible.

In other words, the Honors course listing will in future look like this: NB that the new and modified courses which ultimately require Senate action are identified as such.

**I. Freshman courses.** As in previous years, upperclass transfer students may take these courses with the permission of the Honors College.

**Honors 10.** Honors Composition.

**Honors 20.** Honors Symposium: Cities and Good Lives. (**new title, increased from 2 to 3 hours by Dean's action, which will require Senate approval**)

**Honors 30.** Critical Analysis

**Honors 80.** This Honors section of Calculus I is mounted **by agreement with the Department of Mathematics and Computer Sciences.** As it involves a more intensive treatment of an existing course's syllabus (Math 80), it should not require Senate approval.

**Honors 111.** Western Traditions: Humanities

**Honors 112.** Western Traditions: The Arts

**Honors 113.** Western Traditions: Social Sciences

**Honors 114.** Western Traditions: Mathematics and Computing

**Honors 115.** Western Traditions: The Sciences

These are new titles/numbers for the existing Western Traditions (Honors 101) and should not require Senate approval.

**Honors 121.** American Traditions: Humanities

**Honors 122.** American Traditions: The Arts

**Honors 123.** American Traditions: Social Sciences

**Honors 124.** American Traditions: Mathematics and Computing.

**Honors 125.** American Traditions: The Sciences.

These are new titles/numbers for the existing American Traditions (Honors 102) and should not require Senate approval.

**Honors 131.** Non-Western Traditions: Humanities.

**Honors 132.** Non-Western Traditions: The Arts.

**Honors 133.** Non-Western Traditions: Social Sciences.

**Honors 134.** Non-Western Traditions: Mathematics and Computing.

**Honors 135.** Non-Western Traditions: The Sciences.

These are new titles/numbers for the existing Non-Western Traditions (Honors 103) and should not require Senate approval.

**II. The 200-level 'Inquiries' courses.** Intended mainly for sophomore students in the four-year program and for Junior students in the transfer program, these courses can be taken by any Honors upperclassman and, by permission, by Honors College freshmen.

**Honors 201.** Inquiries in the Humanities

**Honors 202.** Inquiries in the Fine and Performing Arts

**Honors 203.** Inquiries in the Social Sciences.

**Honors 204.** Inquiries in Mathematics and Computing.

**Honors 205.** Inquiries in the Sciences.

**Honors 206.** Inquiries in Business

**Honors 207.** Inquiries in Education

**Honors 208.** Inquiries in Nursing.

These are new titles/numbers for the existing Inquiries seminars (Honors 201-205) and should not require Senate approval.

**III. Honors 210.** The Honors College 'Junior writing requirement'. This course will normally be required of all transfer students on the two-year Honors program and will be an elective for students in the four-year Honors program.

**Honors 210.** Advanced Expository Writing: Writing the City.

The numbering refers back to the English department's Junior-level writing requirement, for which this course is a substitute. **This is a new course which exists by Dean's action (and by agreement with English) and will require Senate approval.**

**IV. Honors 300-level courses, independent study, and research.** In order to complete the Honors program, all students are expected to take *at least two* 300-level seminars, and most take more. In addition, Honors students are expected to complete six credit hours of independent study. Much

of this independent study (which may be undergraduate research, special projects in the major or minor field, off-campus internships, etc.) is done under existing course numbers in the University, and we believe that this will continue. However, some special course number provision needs to be made, especially for independent study projects conducted within the College or directly under its auspices. Many departments already cross list Honors 300-level courses under their major offerings; this renumbering is in no way intended to discourage this practice, but may help to clarify it for students.

**Honors 301.** Seminar in the Humanities.

**Honors 302.** Seminar in the Fine and Performing Arts.

**Honors 303.** Seminar in the Social Sciences.

**Honors 304.** Seminar in Mathematics and Computing.

**Honors 305.** Seminar in the Sciences.

**Honors 306.** Seminar in Business.

**Honors 307.** Seminar in Education.

**Honors 308.** Seminar in Nursing.

These are new titles/numbers for the existing Honors Seminars (Honors 300) and should not require Senate approval.

**Honors 310.** The Honors Portfolio. 1 credit hour, normally to be taken in the student's Senior year, ideally in the last semester. **This course, the 'capstone' of the writing program, is a new course and will require Senate approval.**

**Honors 351.** Research Seminar in the Humanities

**Honors 352.** Research Seminar in the Fine and Performing Arts.

**Honors 353.** Research Seminar in the Social Sciences

**Honors 354.** Research Seminar in Mathematics and Computing.

**Honors 355.** Research Seminar in the Sciences.

**Honors 356.** Research Seminar in Business

**Honors 357.** Research Seminar in Education.

**Honors 358.** Research Seminar in Nursing.

**Although over the past years several faculty have already mounted research seminars under the old Honors 300 ('advanced seminar') rubric, it seems appropriate to ask for Senate approval of these as new courses.**

**Honors 390.** Independent Study.

**Honors 391.** Independent Research in the Humanities.

**Honors 392.** Independent Research in the Fine and Performing Arts.

**Honors 393.** Independent Research in the Social Sciences

**Honors 394.** Independent Research in Mathematics and Computing.

**Honors 395.** Independent Research in Science

**Honors 396.** Independent Research in Business

**Honors 397.** Independent Research in Education.

**Honors 398.** Independent Research in Nursing.

**Honors 399.** Independent Research in Engineering.

These are new course numbers and titles. They exist now by Dean's action and will require Senate approval. **NB** that almost all research projects undertaken in the Honors undergraduate research program are now given appropriate departmental numbers (e.g. Physics 390: "Research"). This will continue to be the normal practice. Approval is sought for the above course numbers for special cases only.

SENATE PROPOSAL FORM FOR (check one):

- CHANGE IN DEGREE REQUIREMENTS
- CHANGE IN MINOR
- CHANGE IN CERTIFICATE PROGRAM

(Do not write in this space)		
ROUTING:	Initials	Date
Academic Affairs	LMM	3/8/99
Graduate School (If applicable)	[Signature]	9/5/99
Senate C & I		
Senate		
Academic Affairs		

FROM: School of Business Administration  
Department

Signed: Silvia A. Madio 3/4/99  
Department Chair Date

FROM: School of Business Administration  
School or College

Signed: Douglas E. Donald \_\_\_\_\_  
Dean Date

Title: Revision to Master of Accounting

Are other departments likely to be affected by this change? (x) no ( ) yes--list departments and secure sign-offs

Page number(s) 313 and year 1998-99 of most recent Bulletin listing.

**Current Bulletin listing:**

**Master of Accounting Program (MAcc)**  
The MAcc program is intended for students preparing to enter the accounting profession or furthering existing accounting careers. Designed to accommodate both students with undergraduate accounting majors and students with other undergraduate backgrounds, the program permits students to take a generalized course of study or specialize in income taxation. It may require as few as 30 credit hours for students with undergraduate accounting degrees. Because of the need to attain general business and professional accounting core competencies as a foundation for the MAcc requirements, students with no academic business or accounting background will be required to take additional credit hours as outlined below.

**General Requirements**

All students must meet course requirements in mathematics, general business, and accounting. Students must complete a minimum of 30 credit hours beyond the general business core and the professional accounting core. At least 15 credit hours in accounting must be completed, including at least 12 credit hours at the 400 level. At least 9 credit hours of the student's 30 credit hour program must be in 400-level non-accounting courses. Of the 30 credit hours beyond the general business and professional accounting core, 21 credit hours must be earned in courses at the 400 level.

**Proposed Bulletin Listing:**

**Master of Accounting Program (MAcc)**  
The MAcc program is intended for students preparing to enter the accounting profession or furthering existing accounting careers. Designed to accommodate both students with undergraduate accounting majors and students with other undergraduate backgrounds, the program permits students to take a generalized course of study or specialize in income taxation or auditing/systems. It may require as few as 30 credit hours for students with undergraduate accounting degrees. Because of the need to attain general business and professional accounting core competencies as a foundation for the MAcc requirements, students with no academic business or accounting background will be required to take additional credit hours as outlined below.

**Rationale:**

To reflect addition of auditing/systems emphasis.

### **Mathematics Background Requirement**

Students are required to have completed by the end of their first semester in the program the equivalent of Economics 301, Quantitative Methods and Modeling in Economics, Business, and the Social Sciences, with a grade of C or better. Graduate credit is not given for this course but it may be waived with appropriate undergraduate coursework.

### **General Business Core**

Students must have credit for the equivalent of one three-credit-hour course in each of the following subject areas: macroeconomics, microeconomics, financial accounting, managerial accounting, marketing, financial management, organizational behavior, and business strategy. These requirements may be met with graduate-level Course work or may be waived with appropriate courses taken as an undergraduate.

### **Professional Accounting Core**

Students must have credit for the equivalent of each of the following three-credit-hour courses. Some of these courses may be taken concurrently with MAcc degree requirements (listed below) or may be waived with appropriate courses taken as an undergraduate.

- BA340A Financial Accounting & Reporting I
- BA340B Financial Accounting & Reporting II
- BA344 Computer Applications in Accounting
- BA345 Cost Accounting (or AC441 - Concepts in Management Accounting)
- BA347 Income Taxes
- BA348 Auditing

### **Macc Degree Requirements (minimum: 30 credit hours)**

Accounting Courses (minimum: 15 credit hours, 12 credits at 400-level)

- BA341 Financial Accounting & Reporting III\*
- BA342 Financial Accounting & Reporting IV\*

Research course - At least one of the following courses must be completed:

- AC421 Professional Accounting Research
- AC431 Tax Research

Seminar - At least one of the following courses must be completed:

- AC445 Seminar in Financial Accounting Theory
- AC439 Seminar in Taxation

Accounting Electives - to meet 15-credit-hour and 400-level requirements

Seminar - At least one of the following courses must be completed:

- AC445 Seminar in Financial Accounting Theory
- AC439 Seminar in Taxation
- AC446 Seminar in Auditing

AC446 included to support the Auditing/Systems Emphasis

**Non-Accounting Courses (minimum: 9-credit-hours at 400-level)**

- BA405 Managerial Communication\*
- BA 412 Laws, Ethics, and Business\*
- MS/IS480 Management Information Systems\*
- MS/IS481 Statistical Analysis for Management Decisions\*
- MS/IS 483 Production and Operations Management\*

Electives may be necessary to meet 9-credit-hour 400-level non-accounting requirement or minimum 30-credit-hour requirement

(\*=Waiver may be granted with appropriate undergraduate courses)

**Taxation Emphasis**

Students desiring an emphasis in taxation must complete AC431 - Tax Research, AC439 - Seminar in Taxation, at least two courses from the following list of electives:

- AC432 Taxation of Estate, Gifts, & Trusts
- AC433 Taxation of Corporations and Shareholders
- AC434 Taxation of Partnerships and Partners
- AC435 Tax Practice and Procedure
- AC436 Advanced Topics in Taxation

**Taxation Emphasis**

Students desiring an emphasis in taxation must complete AC431 - Tax Research, AC439 - Seminar in Taxation, AC433 - Taxation of Corporations and Shareholders, and at least two courses from the following list of electives:

- AC432 Taxation of Estate, Gifts, & Trusts
- AC434 Taxation of Partnerships and Partners
- AC435 Tax Practice and Procedure
- AC436 Advanced Topics in Taxation

To strengthen the Taxation Emphasis.

**Auditing/Systems Emphasis**

Students desiring an emphasis in Auditing/Systems must complete AC421 - Professional Accounting Research, AC446 - Seminar in Auditing, AC449 - Systems Auditing, AC447 - Accounting Systems for Management Planning and Control, and at least three courses from the following list of electives:

- MS/IS480 Management Information Systems
- MS/IS423a Applications of Programming for Business Solutions
- MS/IS488 Information Systems Analysis
- MS/IS489 Data Base Management Systems
- MS/IS495 Information System Design

To add emphasis in Auditing/Systems.

SENATE PROPOSAL FORM FOR (check one): ( ) CHANGE IN DEGREE REQUIREMENTS  
 (x) CHANGE IN MINOR  
 ( ) CHANGE IN CERTIFICATE PROGRAM  
 (See Instructions on Reverse)

*MSQ*

(Do Not Write in This Space)  
 initials/date

ROUTING:  
 Academic Affairs LMM / 2-24-99  
 Graduate School  
 (if applicable) /  
 Senate C&I sjc / 4-8-99  
 Senate /  
 Academic Affairs /

Page 1 of 3

Interdisciplinary  
 Department  
College of Arts and Sciences  
 School or College  
BLACK STUDIES MINOR

Signed: SEE BELOW  
 Department Chair Date

Signed: Martin Dwyer / JD 2-19-99  
 Dean Date

Signed: Vetta L. Lambert-Thompson Date: 12-14-98  
 Dean Date

BLACK STUDIES MINOR  
 Title of Degree/Minor/Certificate Program

Are other departments likely to be affected by this change? ( ) no (x) yes--list departments and secure sign-offs

History: most subfields PSYCHOLOGY: Day K Burger

Page number(s) p. 281 and year 1998-99 of most recent Bulletin listing.

Current Bulletin listing:

Proposed Bulletin listing:

Rationale:

**Minor in Black Studies**

This minor is designed to provide a focus for new and existing courses in the area of black and African studies. A faculty member from the department of art & art history, history, or psychology is designated as coordinator. Students planning to pursue this minor should consult the coordinator for advisement. For appropriate referral, please contact the advising office at the College of Arts and Sciences.

The minor in Black Studies is open to all undergraduate students at UM-St. Louis, whatever their major field. This minor is an interdisciplinary course of studies intended to provide a focus for new and existing courses in the area of Black and African diaspora studies. A faculty member with expertise in Black or Diaspora Studies is designated as coordinator. Students with an interest in pursuing the minor should consult the coordinator for advisement. For appropriate referral, please contact the advising office at the College of Arts and Sciences.

Update Bulletin Description



Candidates must have a cumulative grade point average of 2.0 or better in the minor. Courses taken on a satisfactory/ unsatisfactory basis may not be applied to the minor. Courses applied to the minor may not be counted for a major.

Special topics courses, directed studies or readings relevant to black studies may be included in the minor when approved by the coordinator of black studies.

### Requirements

Students must take:

**Interdisciplinary 40**, The Black World and a minimum of **two** courses from the following:

**Anthro 124**, Cultures of Africa  
**Art 117**, African Art  
**English 70**, African-American Literature  
**History 81**, African Civilization to 1800  
**History 82**, African Civilization Since 1800  
**Music 6**, Introduction to African-American Music  
**History 212**, African-American History: From Civil Rights to Black Power

and a minimum of **three** courses from the following:

**History 319**, Topics in African-American History  
**History 381**, West Africa Since 1800  
**History 382**, History of Southern Africa  
**PolSci 232**, African Americans and the Political System  
**PolSci 258**, African Politics  
**Sociology 245**, Sociology of South Africa  
**Sociology 360**, Sociology of Minority Groups  
**Comm 332**, Intercultural Communication  
**Anthro 234**, Cultural Continuity and Change in Sub-Saharan Africa  
**Anthro 235**, Women in Sub-Saharan Africa: A Contemporary Perspective

Candidates must have a cumulative grade point average of 2.0 or better in the minor. Courses taken on a satisfactory/ unsatisfactory basis may not be applied to the minor. Courses applied to the minor may not be counted for a major.

Any courses relevant to Black or African Diaspora Studies, offered by a Humanities or Social Science Department may be taken when approved by the coordinator for the minor. Special topics courses, directed studies or readings may also be included for credit if relevant to the minor.

### Requirements

1. Students must take **one** of the following courses:

**Interdisciplinary 40**: The Black World  
**History 83**: The African Diaspora to 1800  
**History 84**: the African Diaspora Since 1800

2. A minimum of **two** courses from the following:

**Anthropology 05**: Human Origins  
**Anthropology 124**: Cultures of Africa  
**Art 117**: African Art  
**English 70**: African American Literature  
**History 06**: African American History  
**History 81**: African Civilization to 1800  
**History 82**: African Civilization Since 1800  
**Music 6**: Introduction to African American Music

3. Students should select a minimum of **three** courses from the following list. **One course must be a Social Science and one must be a Humanities course.**

**Anthropology 234**: Cultural Continuity and Change In Subsaharan Africa  
**Anthropology 235**: Women in Subsaharan Africa: A Contemporary Perspective  
**History 212**: African American History from Civil Rights To Black Power  
**History 318**: African American Women's History  
**History 319**: Topics in African American History  
**History 380**: West Africa to 1800  
**History 381**: West Africa Since 1800  
**History 382**: History of Southern Africa  
**History 385**: African Diaspora to 1800  
**History 386**: African Diaspora Since 1800  
**PolSci 232**: African Americans and the Political System

Provide alternatives for meeting the requirement. The Black World is not consistently offered.

History 06, new course added. History 212 moved to advanced course offerings.

To assure students have exposure to diverse topics in the area.

History 318, 385 & 386 new courses added.

**PolSci 258: African Politics**

**Psych 392: Selected Topic in Psychology: African American Psychology** (Note: Students should only take Psych 392 when the topic is African American Psychology)

**Sociology 245: Sociology of South Africa**

**Sociology 360: Sociology of Minority Groups**

**Comm 332: Intercultural Communications**

Psychology 392, new course option added.

April 27, 1999

**Proposed Changes in the Grading System at UM - St. Louis for Individuals Who Leave Courses in Which They are Officially Enrolled**

***Recommendation:* To abolish the "EXC grade, and create the grade of "W".**

The delayed ("DEL") grade would remain intact.

All time references are in the context of a regular semester.

During weeks 1, 2, 3 & 4 of a regular semester, an individual who *officially* leaves a course is defined as having "dropped" the course—no permissions are required and nothing appears on the student's permanent record card regarding the course which is dropped. A student may drop a course at the registration office, an academic advising office, using TRAIN (phone registration system) or STARUMSL (student computing labs). This is the existing policy which we support.

During weeks 5 through 12 of a regular semester, an individual who *officially* leaves a course is said to "withdraw." The individual's name is included on the official class roll and the name will appear on the grade sheet issued at the end of the semester. The date of withdrawal is noted on the grade sheet. Present policy results in a student being assigned either an "EXC" (excused) grade or a grade of "F." The "F" is calculated into the student's grade point average; the excused grade has no impact on one's grade point average. **We are recommending a change.** No permission would be required and a grade of "W" would automatically be assigned with the processing of the withdrawal. The "W" grade would have no effect on one's grade point average; both the course and the "W" grade would appear on the permanent record card. Faculty members would be notified immediately upon the student's withdrawal from the course.

Presently there are no withdrawals after the twelfth week except in exceptional circumstances as determined by the instructor and the dean's office. In most academic units, the determination of whether the circumstances are or are not exceptional is delegated to the instructor of the course. If approval is granted, the grading is as described in the first part of the preceding paragraph. **We are recommending a change** which would automatically delegate the determination of whether or not there are exceptional circumstances to the course instructor. If the instructor approves of the late withdrawal, the "W" grade (described above) would be assigned with the assigning of grades at the end of the semester; if the instructor does not approve, a "regular" grade is assigned at the conclusion of the semester. Regular grades are: "A," "A-," "B+," "B," "B-," "C+," "C," "C-," "D+," "D," "D-" and "F" for undergraduates; there are no "D+," "D" or "D-" grades at the graduate level.

April 27, 1999

**Proposed Changes in the Grading System at UM - St. Louis for Individuals Who Leave Courses in Which They are Officially Enrolled**

***Recommendation:* To make the "Y" grade a permanent grade.**

If a student neither *officially* drops nor withdraws from a course, but stops attending, the faculty member will need to determine whether or not there is basis for a grade. If there is basis for a grade, a regular grade is assigned at the end of the term. If there is no basis for a grade, the instructor currently assigns a grade of "Y". This grade changes to an "F" at the end of one year unless changed by the instructor to an "EXC" (on a grade change form accompanied by an approved withdrawal from the course). **We are recommending a change.** We recommend that a regular grade be assigned if there is basis for a grade; if not, that the "Y" grade be a *permanent* entry on one's permanent record card with no impact on one's grade point average. It would *not* change to an "F".

[Note: current policy results in the "Y" grade administratively changing to "F." There are times when the "Y" grade is *administratively assigned* even though a faculty member has no intent for a grade of "F" to be the desired outcome. For example if an instructor assigns no grade, the registrar has been instructed to assign a grade of "Y" which ultimately becomes a grade of "F." Also, if a faculty member assigns an "EXC" grade to a student who has not *officially* withdrawn from the course, the "EXC" is not able to be processed by the registrar's office and is changed to a "Y" by that office which effectively assigns the student a grade of "F."]

April 27, 1999

### **Proposed Policy Regarding Entering Classes**

**The Senate recommends that students not be allowed to enter courses (undergraduate and/or graduate) following the first week of a regular semester without the written consent of the instructor.**

# Senate Computing Committee Report

April 27, 1999

The Senate Computing Committee met in February and March to discuss various initiatives. Some SCC members also attended an open forum meeting on Intellectual Property Rights along with members of the Video and Instructional Technology and Library committees. Announcements follow.

1. The SCC has come to resolution on the Instructional Computing Enrichment initiative proposals and the second round of Faculty Desktop Enhancement proposals. Letters will be going out to applicants later in the week.
2. Campus Computing has been working on enhancements to the UMSL web pages. You may have noticed changes in the look of the directory page. A new "search engine" is also available, which allows people to search for keywords on web pages stored on jinx (not student pages). I encourage everyone to take this opportunity to check their pages and change or remove any that are out of date or non-functional.
3. We bring forward the following resolution for the Senate to consider. Justification is provided below.

## RESOLUTION

**The Senate of the University of Missouri - St. Louis recognizes the need for allowing laptop computers to be an option under the faculty and staff desktop programs. We recommend that the Chancellor authorize the Coordinator of Campus Computing, any other appropriate administrative representatives, and the Senate Computing Committee to develop guidelines and procedures for implementing this option by Fall 1999.**

## JUSTIFICATION FOR RESOLUTION

Laptops are very beneficial for many activities carried out by faculty and professional staff. They facilitate easy entry and exchange of information between faculty and research subjects for those whose work takes them out into the community on a regular basis, or those involved in partnerships with local or national institutions. The University's image is enhanced when faculty and staff give high-quality presentations at professional conferences and other off-campus sites as part of their duties (research, teaching, or outreach). Allowing faculty a single platform on which to develop and display research results and teaching materials will further increase the level and quality of these activities in a way which occasional access to a portable system (i.e., 'checking out' a laptop for a limited time) cannot. Laptops make it easier for faculty to continue scholarly activity, teaching, development, and daily communication with UM-St. Louis colleagues when they are out of town for short or extended periods of time.

April 27, 1999

Currently, laptop systems are more costly than desktop systems, although the price differential is decreasing over time. It costs more to get the same features (hard disk size, computing speed, memory) for a laptop than for a desktop. Laptops cannot be repaired in house, and pose somewhat higher risks for theft or damage. Because of the price differential, some faculty (and administrative/professional staff covered by the University's staff desktop program) have purchased low-end laptops with their own funds or departmental resources to supplement their desktop systems. It is the view of the Senate Computing Committee that University resources are better used toward systems that comply with the (evolving) UM-System hardware standards for several reasons. First, faculty will make better use of the advances in technology if they are not limited by software tools that must run on inadequate, outdated systems in their homes or systems which do not run all software available on their campus machine. (Unless each faculty member purchases a system for their home and replaces this every four years, they quickly find their home computing power several generations behind current technology.) Second, the overall campus monies spent on computing will be less if faculty can purchase a single laptop system -- connected to the internet from a single port in their office or classroom while they are on campus, and connected to the internet via modems when they are at home or away at conferences or research sites -- instead of two redundant systems (one desktop, one laptop) and two internet ports in each office. Finally, adherence to the UM-system standards is expected to be imposed by the system for any computer purchases -- not just those through the faculty plan.

Concerns have been expressed about the potential misuse of laptops by faculty, namely, that faculty will not check e-mail or access university information from the web or other systems on a regular basis. Some have also speculated that faculty will keep their laptops at home and have no connection to the internet while on campus. The Senate Computing Committee believes these concerns are, in most cases, unfounded. Personal experience shows that student contact is increased, rather than decreased, if faculty begin using e-mail and the web to communicate with students outside of class. The access to high-speed lines currently bring many students and faculty to campus when they need to use the web extensively: this would not change if faculty had laptops rather than desktops. The SCC strongly believes that it is better to couple the privilege of receiving a laptop with the associated responsibilities the faculty member will assume than to prohibit laptops as an option. Since at the present time, the price differential would need to be supplied from departmental funds or grant monies, requiring the endorsement of the department/principal investigator seems to be a natural solution. Note that many faculty may still prefer desktop systems because of keyboard size, screen size, security, and cost issues.

In summary, there are numerous cases where a member of the UM-St. Louis faculty or administrative/professional staff would better advance the mission of the University if they had a laptop rather than a desktop system. The Senate Computing Committee understands that the decision to allow this option is one that must be made at the Chancellor and Vice-Chancellor's level. We bring forward this resolution for the Senate to consider.



## University Senate

8001 Natural Bridge Road  
St. Louis, Missouri 63121-4499  
Telephone: 314-516-6769  
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E-mail: senate@umsl.edu

(Minutes to be considered for approval at the Senate meeting on September 14, 1999, 3:00 p.m.)

**SENATE MINUTES  
UM-ST. LOUIS  
April 27, 1999  
2:30 p.m. 126 J. C. Penney**

Dr. Jeanne Morgan Zarucchi, 1999-2000 Chairperson, called the second organizational meeting of the 1999-2000 Senate to order at 2:30 p.m. Minutes of the first organizational meeting (held March 16, 1999) were approved as distributed.

Elections were held to fill vacant seats on Senate committees. In accordance with the bylaws, nominations were accepted from the floor; however, nominators were required to determine in advance that their candidate was willing to serve if elected.

Dr. Zarucchi thanked all of the members of Committee on Committees. She said that they did an extraordinary job in trying to identify nominees. Dr. Zarucchi's comment was met with applause.

Members of the Committee on Committees counted ballots upon adjournment. The results of the election are posted on the Senate Web Page.

Completing the business at hand, the Senate adjourned at 2:55 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Carol Kohfeld".

Carol Kohfeld  
Senate Secretary





## University Senate

8001 Natural Bridge Road  
St. Louis, Missouri 63121-4499  
Telephone: 314-516-6769  
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### UNIVERSITY SENATE UM-St. Louis

#### Agenda

The Senate will meet at 3:00 p.m. on Tuesday, September 14, 1999, in 222 J.C. Penney.

- I. Approval of Minutes from April 27, 1999, meeting
- II. Report from the Senate Chair -- Jeanne Morgan Zarucchi  
*Draft CBHE Committee Revision of General Education Requirements*  
*Board of Curators Meeting*
- III. Report from the Chancellor -- Chancellor Blanche Touhill  
*Class Visitation Policy (Attachment-1)*
- IV. Report from the Faculty Council Presiding Officer -- Dennis Judd
- V. Report from Intercampus Faculty Council -- Joseph Martinich
- VI. Report from Student Government Association -- Darwin Butler
- VII. Report from Ad Hoc Committee:
  - A. Campus Governance Committee -- Mark Burkholder  
*Conference Committee on Governance Draft (Attachment-2)*
- VIII. Reports from Standing Committees:
  - A. Curriculum & Instruction -- David Ganz  
*"W" Grade Proposal (Action Item-Attachment-3)*
  - B. Physical Facilities and General Services -- William Connett  
*Faculty Parking (Attachment-4)*
  - C. Budget and Planning -- Chancellor Touhill
  - D. Committee on Committees -- Fred Willman  
*Ballot for Committee Replacement (Action Item)*
  - E. Executive Committee -- Jeanne Morgan Zarucchi  
*Senate Committee Chairmanship*
- IX. Other Business



June 25, 1999

To: Dennis Judd  
Jeanne Zarucchi

From: Jack Nelson *Jack Nelson*

Subject: Class Visitation Policy

I have been working with the deans on a policy concerning class visitation. A draft of such a policy is attached. The deans and I would appreciate comments and suggestions both from the University Senate and from the Faculty Council.

The deans and I would like to encourage faculty members to routinely visit each other's classes, on a voluntary and mutually agreeable basis. We think new faculty will benefit from witnessing how experienced faculty handle their classes, and that even experienced faculty can improve their teaching by witnessing how others teach as well as by having other faculty observe them.

We would also like to encourage classroom visitation as part of annual reviews, and especially as part of three year reviews and reviews for tenure and promotion. We require high quality teaching for tenure and promotion and one part of the evaluation of teaching should, we think, involve class visitation (and visitation on more than one occasion). The attached draft policy does not mandate any of this, but it does make it clear that class visitation for the above purposes is permitted and appropriate.

The attached draft also makes explicit what is already implicit, that those responsible for assuring high quality instruction have a right to visit classes when substantive concerns have been raised about the quality of instruction being provided in those classes.

We expect to have a class visitation policy in place before the end of the fall 1999 semester and would, again, welcome comments and suggestions from both of your groups.

Thank you.

c: Members, Council of Deans

Academic Affairs  
June 25, 1999

### DRAFT 3

#### Class Visitation Policy

Although the relationship between an instructor and her or his class is a very special one, most instructors are proud of their performance in the classroom and welcome visits by colleagues, as opportunities to share successful strategies with others and to receive helpful feedback from colleagues, and as part of what should be an ongoing peer review of teaching. Such visits, arranged in advance and agreed to by both parties, are appropriate when an instructor wishes to improve her or his teaching by observing the teaching of a colleague and when an instructor wishes a colleague to observe her or his teaching and give advice as to how it might be improved.

Class visitation is also appropriate as part of the normal annual review process, as part of review for tenure and/or promotion, and whenever substantive concerns have been raised about the nature of the learning experience. Deans, department chairs, and others with responsibility for assuring a high level of instruction or for evaluating the performance of faculty members have a right to visit faculty members' classes.

In most cases, those wishing to observe an instructor should inform that instructor that they wish to do so and agree on a date for the visit, or a range of dates within which one or more visits will occur. When substantive concerns have been raised about an instructor's performance a chair, dean, or designee thereof may visit a class without any advance notification.

9-7-99

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## D R A F T

## Conference Committee on Governance

## A NEW SYSTEM OF GOVERNANCE FOR UM-ST. LOUIS

## INTRODUCTION:

In April 1999, the Senate and Faculty Council created a Conference Committee to examine campus governance and, following consultation with other faculty, recommend changes that would improve governance through strengthened faculty participation.

Members of the Conference Committee are: Nasser Arshadi, Mark Burkholder (chair), Joyce Corey, Tim McBride, Lois Pierce, Gail Ratcliff, Steve Spaner, and Lana Stein.

The Committee has sought to develop a proposal that will provide effective, well-functioning campus governance by adhering to the principle of faculty centrality in the governance structure. Thus the Committee intentionally has proposed a smaller governance structure that involves two bodies, each providing reasonable and equitable faculty representation. The academic body will be known as the Faculty Senate. An extension of the Faculty Senate will be created to deal with the broader issues of the campus and will include important campus constituencies. This body will be known as the University Council. This proposed governance structure enables a single group of faculty representatives to consider and debate issues directly related to faculty as outlined in the *Collected Rules & Regulations*.

“The faculty of the University of Missouri-St. Louis, together with appropriate administrative officers, shall bear responsibility for recommending and implementing educational policy, particularly in areas of curriculum, degree requirements, methods of instruction, research, requirements for admission, student affairs, and faculty status. The Faculty may make recommendations to the Chancellor concerning general policy matters affecting the University. Where appropriate, the Faculty may delegate its responsibility to separate schools, colleges, or such other parallel units as may be created from time to time, to the Faculty Council [Senate in the proposal], and to the Senate [University Council in the proposal] within the University of Missouri-St. Louis.”<sup>1</sup>

The heart of the proposal is the creation of a Faculty Senate comprised of (a) a representative from each academic department or parallel unit (area, division, unit), (b) a smaller group of representatives (1/3 the size of the first group) elected for their College or School as a whole by the faculties of the College of Arts and Sciences and Schools of Business, Education, Nursing, and Optometry, and (c) three specified administrative officers. Given current numbers of

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<sup>1</sup>*Collected Rules & Regulations*, 300.040.A.2

faculty and administrative divisions, for 1999-2000, the Faculty Senate would have 40 faculty with voice and vote and three administrators with voice only. The Faculty Senate will deal with faculty issues and the governance responsibilities set forth in the *Collected Rules and Regulations*. It is envisioned that this body would meet monthly throughout the academic year.

The members of Faculty Senate would form the core of a larger University Council which would also include students, staff, and additional administrators. For 1999-2000, the University Council would have 60 members. The Council will deal with issues affecting the campus that go beyond the purview of the faculty. It is envisioned that this body would meet twice each semester.

The Conference Committee employed the following principles in developing the proposal.

1. Strengthen faculty governance.
2. Reduce fractionalization of the faculty as currently occurs with two representative bodies, so that faculty voices are heard through one organization with power to make important decisions.
3. Reduce the size of the governance body to make it more effective and to lessen the governance workload placed on faculty.
4. Reduce the number of committees and make them report to the appropriate governance body.
5. Reform the way representation is handled in the Senate, so that Senators are elected by their constituencies (units), and places are proportionally allocated.
6. Maintain the presence of administrators in both bodies to ensure communication between faculty and administration.
7. Maintain the current proportion of student representation in the larger body.

OUTLINE OF THE PROPOSED GOVERNANCE STRUCTURE  
BASED ON EXISTING ACADEMIC AND ADMINISTRATIVE UNITS  
AND FACULTY SIZE<sup>2</sup>

1. Faculty Senate [43].
  - i. Voting representatives [total 40] of the full-time regular and non-regular faculty
    - (1) one elected by each department or parallel unit<sup>3</sup> of the College of Arts and Sciences, School of Business and School of Education; one elected by the School of Nursing; one elected by the School of

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<sup>2</sup>Numbers in brackets indicate composition of the governance bodies based on 1999-2000 administrative divisions and full-time regular and non-regular faculty size.

<sup>3</sup>Area, division, or unit depending on the School.

- Optometry [total 30]
- (2) one-third of the number of representatives in 1.i.(1) chosen as at large members by the College and Schools on the basis of their number of actual full-time regular and non-regular faculty as determined at the beginning of each fall semester with each specified school having a minimum of one at-large representative. [total 10]
- (a) College of Arts and Sciences [6 at the present time]
- (b) Schools of Business, Education, Nursing, and Optometry [1 each at the present time]
- ii. *Ex officio* members with voice but not vote [3]
- (1) Chancellor
- (2) Vice Chancellor for Academic Affairs
- (3) Graduate Dean
2. The University Council [72]
- i. Voting members [total 60]
- (1) The [43] members of the Faculty Senate
- (2) The Vice Chancellor for Student Affairs (*ex officio*)
- (3) The Dean of Continuing Education (*ex officio*)
- (4) students, including the Student Government Association President (*ex officio*), equal to one-third of the Faculty members of the Council. [13]
- (5) Two staff members, including the President of the Staff Association (*ex officio*)
- ii. Members with voice but not vote [12]
- (1) Vice Chancellors not already included [3]
- (2) Deans of all Colleges and Schools (whether or not their faculties are represented) [8]
- (3) Director of the Libraries [1]
3. Elections of faculty members to both the Faculty Senate and the University Council shall be conducted by mail ballot overseen by the Faculty Senate
- i. The department and parallel unit representatives will be elected first
- ii. Following the election of department and unit representatives, an election will be held in each College and School for its at-large representatives
- (1) College faculty will vote for College representatives [6]
- (2) School faculty will vote for representatives of their specific school [1 each; total of 4]
- iii. Each newly established academic department/unit with at least five tenured or tenure-track faculty will receive representation elected by the unit as spelled out above in 1.i.(1),(2).

4. The Chair of the Faculty Senate will also serve as Chair of the University Council.
5. The following committees will be established and report to the Faculty Senate
  - a. Academic Advisory [to Vice Chancellor for Academic Affairs]
  - b. Appointments, Tenure, and Promotion
  - c. Assessment of Educational Outcomes
  - d. Bylaws and Rules
  - e. Curriculum and Instruction
  - f. Faculty Teaching and Service Awards
  - g. Research Committee (Fall and Winter Panels)
  - h. University Libraries
6. The following committees will be established and report to the University Council
  - a. Administrator Evaluation
  - b. Budget and Planning
  - c. Committee on Committees
  - d. Computing and Video Technology [combination of two existing Senate committees]
  - e. Executive Committee [combination of Senate Executive Committee and Faculty Council Steering Committee]
  - f. Physical Facilities and General Services
  - g. Recruitment, Admissions, Retention, and Student Financial Aid
  - h. Student Affairs and Publications
7. The following Committees will report to the Faculty as a whole
  - a. Grievances
  - b. Research Misconduct
8. The proposed composition, function, and charge of the Committees will be spelled out in the Conference Committee's final report. Note that the proposal calls for the elimination of the following committees
  - a. Academic Grievance Assistance Committee of the Faculty Council (to be replaced by a list of faculty willing to assist in grievances)
  - b. International Relations (Senate)
  - c. University Relations (Senate)

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CURRENT AND PROPOSED COMPOSITION OF GOVERNANCE BODIES with % of voting members				
	Current Senate	Current Faculty Council	Proposed Faculty Senate	Proposed University Council
Faculty	76 <sup>4</sup> (63%)	44 <sup>5</sup> (100%)	40 with vote (100%)	40 voting (67%)
Administrators	19 (16%)	-	3 without vote	5 voting (8%); 12 non-voting
Staff	1 non-voting	-	-	2 voting (3%)
Students	25 (21%)	-	-	13 voting (22%)
Totals	120; 1 non-voting	44 voting	40 voting; 3 non-voting	60 voting; 12 non-voting

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<sup>4</sup>Includes *ex officio*, the Presiding Officer of the Faculty Council.

<sup>5</sup>Includes *ex officio*, the Chair of the University Senate.



**Proposed Changes in the Grading System at UM - St. Louis  
For Individuals Who Leave Courses in Which They are Officially Enrolled**

***Recommendation:* Both to abolish the "EXC" grade, and create the grade of "W".**

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Approved by the Senate on October 13, 1992

1. All parking lots will be designated Faculty/Staff, Student, Visitor, Handicapped, or Patients.
2. Lot assignments will be eliminated for Faculty/Staff and Student permit holders.
3. Parking will be first-come, first-served in all lots.
4. Students may park only in lots designated as Student lots.
5. Faculty, staff and students will be ticketed if they park illegally.

(Attachment continues with the article from The Current dated May 10, 1999.)

# Parking resolution leaves questions

BY SUE BRITT  
staff associate

A dispute concerning the interpretation of a parking resolution, and whether faculty may use student parking lots, has remained unresolved after the last meeting of the senate.

William Connett, chair of the senate Committee on Physical Facilities, said that until this fall, faculty were not ticketed for parking in student-designated lots. He said that recently complaints by faculty were brought to his attention and that since the last senate meeting ran long, the parking issue was not addressed.

Connett said that in 1992, a parking resolution was passed and accepted by the chancellor that eliminated the lot specific faculty parking assignments. He said that it was assumed then by faculty that because there would be times when faculty parking would be full, they would be allowed to park in student parking.

"It was realized at the time that they did this, the number of spots that were going to be in the faculty lots would not always be enough for the number of people who were faculty," Connett said.

Connett said with recent construction of the new Student Center, students began to complain about the lack of close parking spaces, as many were lost in the construction. He said that it was then that faculty parking in student lots began to be ticketed.

## *Issue of whether faculty can use student spots remains unresolved*

Connett said the 1992 resolution specifically states students may only park in student lots but does not read that faculty may not park in student lots. The resolution only states faculty and staff would be ticketed for parking illegally. He said the lack of specificity regarding faculty in student lots allowed for faculty to infer that it would be legal.

"[The resolution] says that people will park in their designated areas, and for years that was understood to mean that you should park in the lot that was of your sort . . . and if you were faculty parked in the student lot, you wouldn't get a ticket," Connett said, "because it was perceived that the student parking places were not as good as the faculty parking places and nobody would park there unless there was some reason that they couldn't park [in the faculty lots]."

Reinhard Schuster, vice-chancellor of Administrative Services, said that the senate resolution is open-ended in regard to whether faculty may park in student parking spaces. He said that although the senate passed a resolu-

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## PARKING, FROM PAGE 1

tion, the rules for parking have not been changed.

"The effect was that the rules were never changed. The parking rules that accompany the annual permit that state where you can park," Schuster said, "were always specific. It said students park in student lots, faculty/staff park in their designated lots."

Schuster said that a student group brought to his attention that there were a number of faculty parked in student lots.

"We do ticket students in faculty/staff lots," Schuster said, "and it seems only fair that we ticket faculty and staff in student lots."

Jeanne Zarucchi, senate chair, said if faculty cannot find parking in the immediate vicinity of a classroom building, they should be allowed to park in any legal open space.

"It's not an issue of convenience," Zarucchi said. "What's at stake is the consequence of a faculty member not being able to make it to class on time. That situation disadvantages not only the faculty member but every student in the class."

Michael Rankins, vice-president of the Student Government Association, has been asked by the SGA to compose a letter to the senate expressing the views of the SGA in this regard.

"It is important for a faculty member to be on time to class; however, that does not permit for blatantly breaking the rules," Rankins said. "[If a student is late for class] their grade can be chopped as a result."

Rankins said in the letter that he will write to the senate, he may recommend some faculty parking be added in lots further from classes, where there is more space regularly available.

"Let them take the shuttle," Rankins said.



## University Senate

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(Minutes to be considered for approval at the Senate meeting on October 19, 1999, 3:00 p.m.)

**SENATE MINUTES  
UM-ST. LOUIS  
September 14, 1999  
3:00 p.m. 222 J. C. Penney**

Dr. Jeanne Morgan Zarucchi, Senate Chair, called the meeting to order at 3:04 p.m. Minutes from the previous meeting (held April 27, 1999) were approved as submitted.

Report from the Senate Chair -- Jeanne Morgan Zarucchi  
(Attachment-1)

Report from the Chancellor -- Chancellor Blanche Touhill  
(Attachment-2)

Dr. Judd asked if the enrollment targets were met because 7,000 credit hours were now counted out of the B.F.A. program, Studio Art, and Residence Centers, that were not counted previously. Chancellor Touhill answered yes. Dr. Judd asked why the hours were now applied but not applied before. Chancellor Touhill said that when we go to do new things we have avoided rate reallocations and we have done that by putting units on their own bottom. She said that we have been able then to get the unit on its own bottom and there would be some extra money from the revenues coming in that could now go into the general operating fund. She said that we have also gotten money under Mission Enhancement to institutionalize certain programs, so we have been able to add new programs by using the philosophy of putting them on their own bottom, when there is an excess in revenues they can go into the general operating fund. We have obtained funds through Mission Enhancement to institutionalize those programs.

Dr. Judd said that these are important fiscal positions that were never brought before the Budget and Planning Committee. Chancellor Touhill said that they were absolutely brought before the Budget and Planning Committee. She recalled that Dr. Martinich and Dr. Burger were on Budget and Planning Committee 8 years ago, when we went out to St. Charles and Jefferson County and that was the agreement from day 1. Dr. Judd said that he believed the Chancellor was obligated under our Collected Rules to bring something specific like these particular programs and these credit hours to the present Committee. Chancellor Touhill replied that we have given out the credit hour generation every year to the Budget and Planning Committee, and we have talked about those units where the student credit hours do not go into the general operating fund. She said in Mission Enhancement the outreach to the community was part of the condition upon which we get Mission Enhancement dollars, that was announced to the Deans and the Budget and Planning Committee. Interim Vice Chancellor Wendell Smith said that he did present an overview of the Residence Centers to the Budget and Planning Committee this Spring.

Dr. McBride said that Dr. Judd was addressing the issue, that we now know we could have previously moved 7,000 student credit hours to meet our target of 230,000 student credit hours. Dr. McBride said that he sat in on Budget and Planning last year and the year before and was not aware that this would have been so easy to do. He said that this was \$1,000,000 in reallocations that could have been avoided last year. Chancellor Touhill said that we moved it in when we were able to institutionalize those units and that started in July 1999, and she announced this to the Budget and Planning Committee as we were talking about how we were going to meet the credit hour generation goal for September 1999. Dr. McBride said that this was new until he heard it a week ago. Chancellor Touhill repeated that you could move it once it's institutionalized and it was institutionalized as of July 1, 1999. Dr. Judd asked the Chancellor if this was her decision. Chancellor Touhill said that it was institutionalized once she got the money from the state to do it, it was the Mission Enhancement money, which she gives out to the deans and reports to Budget and Planning. Chancellor Touhill said that last fall there was a particular item that Budget and Planning thought should be funded out of state dollars and she took that off and went to Jefferson City and walked the halls and asked people to please put money specially in the budget for that project because representatives of the Budget and Planning Committee did not want us to fund that. She said, so you did see those documents.

Dr. Long asked if a student credit hour is a student credit hour wherever it occurs. Chancellor Touhill said no. Dr. Long said it seemed that students pay the same amount for a student credit hour no matter what the program.

Dean Bliss clarified that "institutionalizing" credit hours means that state money is used to pay for programs that previously had to pay for the faculty and staff operations out of their own budget.

Dr. Long said if we were doing 230,000 before, we should now be doing 237,000. Dean Bliss said that the budget projections that were given out were the targets including those programs that would come on-line because the money was approved last year by the legislature, and that is when the System said to move it over, and that was built into the targets that were given to the deans. Dr. Judd said that was very strange then because the Budget and Planning Committee was told that the targets would be 217,000, so it was already known in which year it would be built into the budget. He believed that the Committee was misled when they were told 217,000. Chancellor Touhill said that she recalled that it was always 230,000.

Mr. Stegeman asked how many of the 660 parking spaces in the new West Drive parking garage would be student spaces. Chancellor Touhill answered that there would be a 1/3 to 2/3 ratio [faculty/staff to students]. Mr. Schuster answered about 400. Mr. Stegeman asked when construction would begin on the East Drive parking garage. Mr. Schuster said in about 30 days. Mr. Stegeman asked what would happen to the old garages. Mr. Schuster said that right now they were on a 30-month program that started in January. Mr. Butler asked who would pay for the parking garages. Chancellor Touhill answered faculty, staff and students. She said that there are actually faculty and staff who do not use the garages but still pay for them. Mr. Butler asked if there was some line item somewhere that they could see. Chancellor Touhill said that it comes off the top, and that Dr. Krueger could explain that information.

Dr. Harris asked the Chancellor if she had seen CBHE regulations for the qualifications of teachers and students in the Advanced Credit Program. He said that seemed to be another impact on total credit hours that might be substantial on the total credit hours for revenue. If every teacher must

have a Masters and every student a 3.0 GPA, this may be a negative impact. Chancellor Touhill said that this is in our 16,000 student count but that money does not go into our general operating fund, but to the school or college that arranges those programs.

Chancellor Touhill said that Vice President Lehmkuhle talked about the new regulation at a meeting she attended, that students can't bring in more than 15 hours of advanced credit courses without the approval of the institution where they are going to transfer. It would be up to each institution as to how many of those courses to accept, on a one to one basis. Dr. FitzGerald said that it is 5 courses not 15 hours.

Dr. Balbes asked how the courses that are presently taught by part-time Lecturers would be taught. Chancellor Touhill said that she plans to go to the deans and Budget and Planning and the various schools and colleges for their planning and policy committee meetings and talk about various ideas. She said that she would like to have an idea of what we are going to do by say, December or January, so that those people that will not be here on July 1, 2000 would have 6 months notice to make other arrangements. Chancellor Touhill said that she made this comment to give a warning, but did not know the details.

Chancellor Touhill encouraged everyone to attend the Founders Day dinner to honor faculty, staff, students and distinguished alumni. She said that the speaker would be the man who went around the world in the balloon, Dr. Bertrand Piccard.

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*(September Agenda Attachment-1)*

Chancellor Touhill introduced Dean David Young to answer questions regarding the Class Visitation Policy. He was welcomed with much applause.

Dean Young said that the draft policy was generated by Academic Affairs because of an instance where a dean needed to visit a classroom because of student complaints and was told that a written policy was not in place. The policy is not mandatory but does explicitly give the chair or dean the authority to visit a classroom.

Dr. Long asked who raises substantive concerns and decides if they are valid. Dr. Young answered anybody. Dr. Long said that the last sentence of the draft wipes out the collegiality of the previous policy because a dean or anybody else can decide who can visit a classroom. Dr. Young said that he did not believe that was the intent, but the intent is that a dean or chairperson could visit a faculty member or instructor whether they be tenured, non-tenure track, adjuncts or lecturers. Dr. Long suggested that the last sentence be deleted. Dr. Tang-Martinez said that advanced notification should be given for class visitations.

Mr. Mike Bauer asked if the phrase "appropriate as part of the normal annual review process" meant that there was an expectation that tenure and promotion committees throughout the university will strongly encourage class visitation. Dean Young said strongly encourage is his understanding, for tenured track faculty. Mr. Bauer asked if this would be incorporated in the documents for tenure and promotion. Dean Young said that he would hope so. In many units on campus peer review, and peer visitation for classroom instruction is a routine process already for tenured and tenure-track faculty and comments from those reviews are included in the tenure and promotion dossier. Dean Young said that class visitation is another mechanism for evaluating teaching performance other than using student evaluations.

Dr. Ratcliff said that she has been on both sides of the issue and does not see the need for the written policy. Dr. Ratcliff said that if this policy is strongly encouraged for tenure and promotion cases the faculty needs to have some understanding of what is being looked for. Dean Young said that in his experience Centers for Teaching and Learning primarily focus on formative evaluations for faculty to help them in their teaching and are not normally part of the tenure and promotion process.

Dr. Tang-Martinez asked if the class visitation is appropriate as part of the normal annual review process. Dean Young said that the draft does not propose that class visitation become a yearly requirement for every faculty member as part of the annual review process.

Mr. Stegeman asked if when students have concerns or criticisms about an instructor, are they able to request a class visitation. Dr. FitzGerald said that students should go directly to the instructor. If not satisfied, a student should then go to the instructor's department chairperson. Dr. Roth said that as a chairperson he has visited a classroom because of a student concern. Mr. Stegeman asked if more than 1 student would have to come forward to substantiate a claim. Dean Young said that it is a dean's job to talk to a student or faculty member to resolve concerns.

Dr. Judd suggested that the policy should be more specific about going to the instructor first, then the department chair or dean.

Dr. Champagne spoke in favor of the Class Visitation Policy as a helpful way to be used in accordance with the instructor as a way to get feedback to and from the instructor and also the students. He said classroom visitation has been very helpful with tenure and promotion and annual pay increases.

Dr. Tang-Martinez asked why we need a new written unclear policy that may create more problems rather than solve problems. Dr. FitzGerald said that a written policy could protect the university in legal situations.

Report from the Faculty Council Presiding Officer -- Dennis Judd  
(Attachment-3)

Report from Intercampus Faculty Council -- Joseph Martinich  
(Attachment-4)

Dr. Korr asked for clarification regarding faculty involvement with the university wide Strategic Plan. Dr. Martinich said this discussion lasted 2 1/2 days and many IFC members were concerned about the specificity of the plan. Dr. Burkholder said that President Pacheco reported the existing campus plan would underlay the Systems Plan and at this time all campuses were consistent and when the campuses devise a new plan it would also have to be consistent. Dr. Korr asked if faculty would have any input in judging the plan for consistencies.

Dr. Martinich encouraged Senators to take a look at the System Plan available on the Web through the UM-System Web page or the Senate Web page under "Issues." Dr. Martinich said that there were about 50 to 75 Action Items and another 75 Measures of Performance that were incredibly specific and must be taken very seriously.

Dr. Korr asked if attitudes toward faculty involvement in the Strategic Plan were unified or broken down by campus IFC members. At Dr. Martinich's invitation, Dr. Zarucchi said that the continuing members were familiar with the document and that it was generated after extremely lengthy discussions and was shared with the IFC members and reported to the Board of Curators in various stages. Dr. Zarucchi said that it is more precise in the final form in terms of the descriptive measures of assessment but those are apparently presented as possible ways to evaluate information, not as mandatory or a scorecard by which specific programs are intended to be judged. She said that President Pacheco was asked at the IFC meeting if programs will be held up to a program of 75 points and he said absolutely not, that this was not the intention of the document. Dr. Zarucchi said that she and other continuing members have a high comfort level and she is in favor of the new document as a declaration of commitment to academic integrity, but that new IFC members seem to be very uncomfortable with the weighty document as a score sheet. She said that Dr. Burkholder had told the IFC that the Strategic Plan document should be reduced to a single page with 3 bullet points.

Dr. Barton requested IFC Representatives from the University of Missouri-St. Louis to continually remind President Pacheco that reallocations on the UMSL campus are much more difficult, he said that it has the smallest number of programs and the smallest amount of budget per student compared with the other campuses. Dr. Martinich said that he would keep this in mind. Dr. Martinich and Dr. Barton agreed that there would be a lot of pain on the UMSL campus for the next five years due to reallocations.

Report from the Student Government Association -- Darwin Butler

Mr. Butler said the Student Government Association would try to fill the vacant position of Vice President on September 17, 1999. Former Student Government Association Vice President, Carrie Mowen, resigned during the summer.

Mr. Butler said that the Student Government Association would be forming committees to look at the student-generated revenues for parking, educational fees, computer fees, etc. Mr. Butler said that he would be setting up a task force and committees to look at the total amount of expenditures, if there were excess revenues, and what was done with the excess revenues. Mr. Butler said that students are concerned with the approved increases over the next five years. He said that students would like to know how much financial aid would increase with the fee and increases. Mr. Butler reported that the Student Government Association had a lot of work to do with the administration to see what could be done to help benefit the students at UMSL.

Report from the Ad Hoc Committee on Campus Governance -- Mark Burkholder

*(Attachment-5)*

Dr. Cottone spoke in favor of the principles of the draft proposal on Campus Governance. Dr. Cottone said that as last year's ATP Chairperson he was frustrated because he did not see the University Senate as the best forum for discussions regarding ATP matters.

Dr. Martinich spoke in favor of the draft proposal and commended the ad hoc committee members. Dr. Martinich asked if the ad hoc committee discussed the issue of the present by-law requirement that committee chairs be Senators, a topic that had recently been discussed during the Executive Committee meeting. Dr. Martinich asked if the ad hoc committee envisioned committee chairs as voting members of the "Faculty Senate" and "University Council", and if not would committee chairs automatically be ex officio or voice members of the body. Dr. Burkholder said that the ad hoc



committee did not discuss the issue of committee chairs while drafting this document. Dr. Burkholder said the ad hoc committee set out to produce a broad structured document believing that if the document received general agreement that the structure was an improvement then the committee would go forward and address, in more detail, the committee structures. Dr. McBride added that the draft envisioned fewer committees, therefore, fewer committee chairs would be required.

Mr. Stegeman asked why the ad hoc committee envisioned the "University Council" meeting twice each semester. Dr. Burkholder said that the number of issues that would come before the "University Council" would be fewer and the ad hoc committee did not think a monthly meeting would be necessary. Dr. Burkholder said that this was something that could easily be changed.

Dr. L. Douglas Smith asked if the "University Council" would have a role in ratifying the decisions of the "Faculty Senate". Dr. Burkholder answered no, that the bodies would be dealing with different issues. Dr. Burkholder said the ad hoc committee identified "Faculty Senate" committees as committees that deal with issues in the faculty purview.

Dr. Sork said that she supported the proposal's shift in forum and having the "University Council" meet twice each semester, focused on broad concerns. Dr. Sork said that faculty and students could more effectively represent their constituents.

Mr. Stegeman asked if students would still be allowed to serve on the "Faculty Senate" committees. Dr. Burkholder said that the ad hoc committee did not deal with committee composition, but pointed out several current Senate committees that are comprised entirely of faculty.

Dr. Roth asked why the ad hoc committee decided to include only one Committee on Committees in the draft document. Dr. Burkholder said that the ad hoc committee decided that it would be better to have one Committee on Committees that would deal with the entire pool.

Mr. Frank asked why the ad hoc committee included the SGA President in the 1/3 of Student Senators. Mr. Frank said that presently the SGA President is not included in the Student Senators number and that this lowered the student representation and added to faculty power. Dr. Burkholder said that the student representation would remain constant, it is presently 21% and in this draft it is 22%. Dr. Burkholder said that the ad hoc committee did not feel that it was in its charge to change representation.

Dr. Tierney said that he was in favor of the proposal as it is drawn up. Dr. Tierney brought up an issue that was previously discussed at the Faculty Council meeting, the divided image of campus governance. Dr. Tierney suggested that UMSL could have a Faculty Senate and a University Senate rather than a Council. Dr. Burkholder said that the ad hoc committee envisioned having one chair for both the "Faculty Senate" and the "University Senate" that would represent the faculty. Dr. McBride said that the responsibilities of each body are clearly delineated.

Report from the Curriculum and Instruction Committee -- David Ganz  
(September Agenda Attachment-3)

Dr. Ganz explained that the "W" Grade Proposal was a discussion item on the March 99 Agenda, an action item on the April 99 Agenda, and was deferred until the September 99 meeting as "old business".

Dr. FitzGerald asked if administrative difficulties prompted the proposal. Dr. Ganz replied that the inconsistencies in the present policy prompted the proposal.

Dr. Sork said students should be responsible for their own actions and transcripts should have an indicating mark that would allow other institutions the option of recalculation based on their regulations.

Dr. Zarucchi replied to Dr. FitzGerald's question regarding origination of the "W" grade proposal, saying that she spoke not as Senate Chair but as a participant in the committee discussions. Dr. Zarucchi said that under the current system of "EXC" grade the student is not punished, and if the student received an "F" they are punished. Dr. Zarucchi said the proposal substitutes another neutral grade, the "W", which means that the student signed up for the course, but did not complete the course and the reason is no one else's business. Dr. Zarucchi said she and other faculty were uncomfortable giving the "EXC" grade, in some cases, because regulations require the professor to certify that the student is passing. There are cases, however, when a student may have good reason to drop the course, but is failing. In order to give the student an "EXC", the professor has to lie. Dr. Zarucchi then resumed speaking as Senate Chair.

Dr. Ganz said that present policy allowed faculty to give an "F" to a student that had taken 1 exam during the first 4 weeks and withdrew on the 1st day of the 5th week, and also an "F" to a student that had completed the course, but did not meet the minimum level of expectations.

Dr. Connett said that he did not feel that he was lying when a student requested to withdraw in the 6th week and had failed the 1st exam, because it was still possible for the student to pass the course. Dr. Zarucchi agreed and said that this was the entitlement of the professor. Dr. Martinich made a point of order that Dr. Zarucchi should have appointed a replacement chair during her comment. Dr. Zarucchi apologized to the Senate body.

Dr. Balbes said that the proposal should state that a "W" grade could not be given after a student has taken the final exam. Dr. Ganz said that anything is possible and a faculty member can process a change of grade at any time, up until the point of graduation.

Dr. Martinich said that if a student drops a course after week 4, he does not have to lie when letting the student drop the course. He said that current rules allow faculty members considerable flexibility, and in some courses after 4 weeks the faculty member has sufficient information to make a grade evaluation, and other cases where the faculty member does not and many of those faculty member's syllabus indicate the dates to drop. Dr. Ganz said that he believes the current policy does breed some inconsistencies.

Dr. Martinich said that he doesn't think that inconsistencies are always a problem. Dr. Martinich said that he teaches a course which consists of student teams, and when a student drops a course and walks away from the team late in the semester, it not only affects the individual student, it affects the other students in the team, it also affects the university as a whole and can affect future students.

Mr. Stegeman said that he had talked with students who did not agree with the "W" grade proposal because it was not fair to students who completed the course and received a "D". Dr. Ganz replied that the student who completed the course would receive credit towards graduation requirements.

Dr. Sauter said that forcing consistency with "W" grade might lead to the next step of forcing consistency in grading. Dr. Sauter said that she agreed with Dr. Martinich's position that UMSL not only has a responsibility to the students but the business community as well, and the students' GPA should mean something.

Dr. Calsyn said that the "W" grade proposal might discriminate against students who must complete their classes because of financial reasons. Dr. Barton said that the "W" grade proposal might cause problems with students in labs that drop a course without notifying the instructor. Dr. Ganz said that the proposal states that instructors will be notified immediately. Dr. Barton said that student should be responsible when withdrawing.

Dr. Zarucchi asked Dr. Ganz if he would like to postpone the debate and change the proposal to a 2nd reading. Dr. Ganz said no, that it was brought to the Senate as a 1st reading, an action item, and deferred until today as "old business". He said that if the Senate wished to defer the proposal that parliamentary procedures could be implemented to do that.

Dr. Ratcliff reminded faculty that the Board of Curators has given the faculty the responsibility to make academic decisions and she thinks that the proposed policy gives up that responsibility. Dr. Ratcliff said that she was convinced by Dr. Martinich, Dr. Calsyn and Dr. Barton's arguments that there are cases when the professor needs to decide when it is too late to drop a course. She also said that moving inconsistencies to the last 3 weeks of the semester would cause problems, because all instructors will have different judgments about exceptional circumstances. Dr. Ratcliff said that some instructors may allow students to drop in the last 3 weeks and other instructors might be pressured to do the same. She said that she would also like to be sure that, whether this passes or not, the present policy of not dropping courses after the last day of class stands.

The question was called, seconded and approved. A voice vote took place to abolish the "EXC" grade and create the grade of "W". Dr. Ratcliff asked for clarification on the proposal. The motion to approve the proposal failed.

Dr. Ganz said the Curriculum and Instruction Committee would not be reconsidering the "W" grade unless requested to do so. Dr. Ganz said that the Committee's present agenda included: CBHE General Education Draft, Writing Across the Curriculum, Class Scheduling, and Course Renumbering.

Report from the Physical Facilities and General Services Committee -- William Connett  
(Attachment-6)

Dr. Connett said that the Physical Facilities and General Services Committee had received a number of complaints from faculty members who received tickets for parking in designated Student parking lots. Dr. Connett referred to point number 4 of the previously approved parking resolution dated October 13, 1992 (*September Agenda Attachment-4*), which states that "Students may park only in lots designated as Student lots." Dr. Connett said the previous resolution does not comment about whether or not faculty/staff could park in designated Student lots.

Dr. Connett said that prior to the October 13, 1992 parking resolution, parking was assigned to specific lots and the assignments caused problems for faculty/staff who traveled to various parts of campus. The October 1992 resolution led to Faculty/Staff, Student, Handicap and Patient lots. At

that time, it was realized that there were not enough faculty parking spaces in the Faculty lots, at all times, for all faculty.

During an April 1999 conversation, Dr. Connett asked Mr. Schuster why faculty members were being ticketed for parking in Student lots and Mr. Schuster replied that Metrolink riders were taking up students spaces and students were being ticketed for parking in Faculty lots, therefore faculty were being ticketed for parking in Student lots. During this conversation, Dr. Connett and Mr. Schuster discussed the 1992 parking resolution, but their interpretations differed. Dr. Connett quoted Dr. Ratcliff, 1991-1992 Physical Facilities and General Services Committee Chair, from the Senate Minutes dated October 13, 1992, "If "Faculty/Staff" lots are full, faculty and staff members may park in "Student" lots but may not park in areas designated for visitors, patients, or handicapped." Also quoted from the October 1992 Minutes, Dr. Sauter asked Dr. Ratcliff for verification, "I would like to verify my understanding that the waiver allowing faculty/staff to park in "Student" lots when "Faculty/Staff" lots are full will extend for the entire day. Dr. Connett said the Physical Facilities and General Services Committee interpreted that "designated area" means that faculty/staff should park in a faculty/staff lot if it is available, if not, faculty/staff could park in the nearest available space, not to include "Patient" or "Handicapped".

Dr. Ratcliff said that the 1992 resolution point number 5 originally read "Students will be ticketed if they park illegally." and the words "faculty, staff and" were added as an amendment from the floor. She said that this was an interesting lesson and example of unforeseen consequences to amendments made from the floor. Dr. Ratcliff said that she found it incredible that faculty were being ticketed when there were no faculty spaces available. Dr. Peck agreed with the policy of parking in the nearest available space if the faculty/staff lot was full.

Mr. Bauer asked who would make a determination that all faculty spaces on campus were in use. Mr. Bauer suggested that all parking designations on campus be dropped and an open parking policy adopted.

Dr. Martinich made a motion to pass the attached parking resolution. Dr. Ratcliff seconded the motion. Dr. Martinich said that there is presently no incentive for faculty to park in student spots, and that certain student lots could be designated "Students Parking Only". Dr. Martinich said that passing the resolution would bring the parking policy back to status quo ante, until we could resolve these other issues, and the policy had been changed by Administrative Services, not by the Senate.

Dr. L. Douglas Smith made a motion to delete the phrase "when faculty-staff parking lots in the area are full" from the resolution. The motion to amend was seconded.

Mr. Bauer asked if the amendment meant that faculty would be allowed to park in "Student" areas whenever they wished. A Senator answered yes.

Dr. Tang-Martinez said that she supported the amendment because faculty parking availability changes throughout the day. Dr. Cohen said that she supports the amendment and it would free up a lot of administrative time unnecessarily spent on irritating faculty. Dr. Cohen said that the appeals process irritated faculty because appeals are not heard in a reasonable fashion.

Dr. Korr called the question. A motion to call the question carried. A hand vote was counted on the amendment vote. The amendment carried with a 35 Aye and 16 Nay vote.

Mr. Metcalf made a motion to amend the parking resolution to include phrasing that would designate some "Student Only" parking on West Drive, after it is opened. The motion was seconded. Dr. Connett, Committee Chair of the Physical Facilities and General Services Committee, assured Mr. Metcalf that the committee would look into the issue of a portion of "Student Only" parking on the West Drive.

Dr. Long asked for a point of information. He said that if the resolution should fail the Senate would default back to what the Senate did previously. Dr. Long said that this resolution is largely unnecessary. Dr. Zarucchi said that this is an affirmation in response to recent circumstances. Dr. Connett said that this was not a motion from the committee, because they believed that the policy was in place, but a motion from people concerned that the policy is not being followed.

Dr. Martinich assured Mr. Metcalf that the topic of some "Student Only" parking on West Drive would be discussed by the Physical Facilities and General Services Committee. Dr. Sauter said that she could not vote on Mr. Metcalf's motion to amend because she was not sure of the future rules of the new parking garage on the West Drive. Mr. Metcalf withdrew his motion to amend and the 2nd was withdrawn.

The question was called, seconded, and carried. The resolution was approved.

Dr. Long called for adjournment, it was seconded. A voice vote on the motion to adjourn did not pass.

Report from the Budget and Planning Committee -- Chancellor Touhill  
(Attachment-7)

Dr. McBride asked Chancellor Touhill if she was willing to work with the Budget and Planning Committee to determine where cuts would be made in the 1st year as well as all 5 years of the plan. Chancellor Touhill answered "Indeed."

Dr. Long asked how the campus became involved in the African American Right of Passage Learning and Education Institute-Arthur J. Kennedy Charter School. Dr. Korr made a point of order and said that the topic does not belong in the Budget and Planning Report. Dr. Zarucchi said that she did not recall the Charter School issue being discussed at the Budget and Planning Committee meetings, and she ruled that the question did not directly pertain to the Chancellor's Budget and Planning report. Dr. Zarucchi said the question should be resubmitted at a future meeting or more appropriate time.

Report from Committee on Committees -- Fred Willman

The following committee replacements were elected by acclamation for a one-year term unless specified for a 2-year term.

Appointments, Tenure, and Promotion-	Steven Hause, History
Appointments, Tenure, and Promotion-	Ronald Munson, Philosophy
Assessment of Educational Outcomes-	Peggy Ellis, Nursing
Bylaws and Rules-	Stacey Meinen, Student
Curriculum and Instruction-	Pat Jamerson, Nursing
Faculty Teaching and Service Awards-	Anna Biggs, Nursing (2-year term)
Grievances-	Edward Andalafte, Mathematics and Computer Science

Physical Facilities and General Services-	Lawrence Barton, Chemistry
Research-Fall Panel-	Michael Elliott, Business Administration
Research-Winter Panel-	Stephanie Ross, Philosophy
University Libraries-	Dan Younger, Art and Art History
University Libraries-	Wayne Winter, Business Administration (2-year term)
Video and Instructional Technology-	Joseph Polman, Education
Video and Instructional Technology-	Andy Schloss, Student

The following committee replacements were elected for a one-year term:

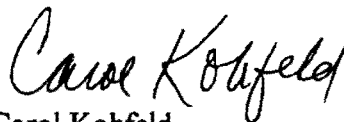
International Relations-	Anne-Sophie Blank, Foreign Languages and Literatures
International Relations-	David Ricks, Business Administration
Research Misconduct-	Wayne McDaniel, Mathematics and Computer Science

Report from the Executive Committee -- Jeanne Morgan Zarucchi

Dr. Zarucchi announced that the International Relations Committee did not have a Senator willing to chair the committee. At the instruction of the Executive Committee, she asked Senate members to waive the by-law requirement requiring that committee chairs be Senators, for this one-time circumstance. Dr. Zarucchi explained that Dr. Chikako Usui had volunteered to chair the International Relations Committee but is not a Senator. A motion was made to allow Dr. Usui to chair the International Relations Committee; the motion was seconded and approved.

Completing the business at hand, the Senate adjourned at 5:12 p.m.

Respectfully submitted,



Carol Kohfeld  
Senate Secretary

**Attachments:**

- 1) Report from the Senate Chair
- 2) Report from the Chancellor
- 3) Report from the Faculty Council Presiding Officer
- 4) Report from the IFC
- 5) Report from the Ad Hoc Conference Committee on Campus Governance
- 6) Approved Parking Resolution
- 7) Report from the Budget and Planning Committee

**SENATE CHAIRPERSON'S REPORT**  
September 14, 1999

Welcome back to all Senators and guests for another academic year. We look forward to continuing the discussions that we engaged last year, about critical campus issues. Please remember that all Senate meetings are open to the public, and that Senators are invited to share these discussions with members of their departments, including faculty, staff, and students.

We are fortunate to have our Senate Administrative Assistant Sue English. Sue has constantly been revising and updating the Senate Web Page, where you will find postings of draft policy documents every month, in addition to Senate by-laws, agendas, minutes, and committee membership rosters.

I would like to bring you up to date on several issues that have developed since our last Senate meeting. First, the Coordinating Board of Higher Education formed a Committee last year, to discuss General Education requirements across the state. Dean Robert Bliss of our campus was appointed to serve on this committee. A draft revision of the state guidelines has been produced, and has been announced to you already; you may link to the CBHE website from the Senate Web Page, under Issues.

The Senate Executive Committee has recommended that the general education revisions be reviewed by the Senate Curriculum and Instruction Committee, and we ask that if you have comments, you direct them to Dr. David Ganz, chair of the C&I Committee. There is also a campus Task Force on general education, directed by Dean David Young, which we hope will be working with the Senate C&I Committee before preparing its final recommendations.

The Board of Curators met in Portageville, Missouri, on September 2. The Board approved the Strategic Plan, drafted by a joint committee of chancellors, vice presidents, and the president, over the last 18 months. The Board also approved a Resource Plan for fiscal years 2001-2005, that will include a rate reallocation for this campus of \$4.14 million dollars over that five-year period. President Pacheco emphasized that this is to be considered a rolling plan, subject to modifications. However, at the Intercampus Faculty Council meeting last Friday, September 10, Vice President Steve Lehmkuhle said that to his knowledge, the first year of reallocations, which are projected to be \$1.6 million in Fiscal Year 2001, are not subject to further discussion. The means by which the campus will achieve these rate reductions were described in a report from Chancellor Touhill to President Pacheco dated August 9, and distributed today to members of the Budget and Planning Committee. Quoting from the report, these means include:

- a) achieving a 1:2 ratio of internal to external support, by increasing external funding, or if necessary, by reducing internal funding;
- b) increasing student credit hours by 11,000 over five years;
- c) reviewing all 12-month faculty appointments, primarily 12-month faculty members who have clinical or administrative duties;
- d) reviewing all programs and departments; and
- e) implementing a faculty workload policy.

**Senate Remarks**

**By Blanche Touhill**

September 14, 1999

**Enrollment**

I am happy to report that working together the campus has made its enrollment targets for fall of 1999.

We have 12,135 students enrolled at UM-St. Louis this fall ... generating 112,709 credit hours. This represents a two-percent increase in credit hours over last fall. This also represents the second straight year of increased credit hour production.

Overall, we experienced a slight increase in undergraduate enrollment and a slight decrease in graduate enrollment. A detailed enrollment report will be available after October 1.

**Wait List Change**

Several factors were responsible for reaching our fall enrollment targets, including a new procedure implemented this fall to manage our wait list. Prior to the first day of classes this fall, three thousand verification forms were mailed to departments for distribution to the appropriate faculty members. These forms were used to drop students not in attendance the first week of school and to add students into courses where space was available.

This change of procedure was very effective in reducing our wait list and placing students into classes.

**Marketing**

Last year, after consulting with the Senate Budget & Planning Committee and academic officers, I agreed to allocate \$750,000 to enhance our image and enrollment through increased marketing activities.

A small portion of those funds were used to enhance enrollment this fall, but the vast majority remains available for a new advertising campaign we intend to launch later this year.

We have retained a local advertising company and hired a manager of marketing to create and implement this new campaign. We will premiere the new advertisements on campus shortly before they appear in the media. Details of this event will be distributed in early October.



### Parking

The West Drive realignment and West Drive Parking Garage will both be completed in October. We will open the new parking garage in early October and open West Drive to through traffic soon afterward. The Missouri Highway Department does not want us to open West Drive until new traffic lights are installed. We are waiting for the shipment of light standards to arrive.

Also, we have issued a contract to begin construction of a new parking garage along East Drive. That garage will be located across from the new Student Center on the Beffa property ... which we recently signed an agreement to purchase.

We do not expect this project to adversely affect traffic flow on East Drive.

### Teaching & Learning

I anticipate that we will establish, this year, a Center for Teaching and Learning within Academic Affairs. The University of Missouri System is encouraging all campuses to move in this direction and I believe that this center will provide support services needed by faculty, in part by helping them integrate technology into their courses.

Further details about this center will be outlined by Vice Chancellor Nelson with academic officers and faculty.

### Resource Plan

Earlier this month, curators approved a new Resource Plan that will necessitate each campus to experience a five-year period of reallocations. Present plans call for our campus to reallocate \$4.2 million dollars from its base budget, starting with a \$1.6 million reallocation in FY 2001.

The reallocations to this campus are necessary to meet the President's mandate that we be in a position to, among other things, have a salary increase pool of 4% over the next five years and to cover increasing costs for staff benefits ... particularly those costs related to health care. We are to meet these mandates while also continuing to fund Mission Enhancement.

In particular,

- We will not be declaring financial exigency, and we will not be "laying off" any tenured faculty members.
- We will, of necessity, be relying less on part-time faculty and non-regular faculty in the delivery of our curriculum.
- We will make every attempt to find alternative employment within the University for staff members that are laid off as a result of reallocations.

**REPORT TO THE SENATE BY THE PRESIDING OFFICER,  
FACULTY COUNCIL**

September 14, 1999

The Faculty Council held its first meeting of the year on September 9, 1999.

On behalf of the Conference Committee on Governance, committee chair Mark Burkholder presented and led a discussion of his committee's report recommending fundamental reform of faculty governance on our campus. Mark will also make a presentation to the Senate on this subject today, so I will spare you the details.

Presiding Officer Dennis Judd announced that the Select Committee on Fiscal Practices, which the Faculty Council authorized last spring, will soon circulate a report to Faculty Council members. This report will be discussed at the October meeting of the Faculty Council. As always, this meeting is open to all faculty. It will be held on Thursday, October 7, in 72 J.C. Penney.

Submitted by Dennis R. Judd, Presiding Officer

Attachment 4

Report of IFC to UM-St. Louis Senate

Sept. 15, 1999

Joseph Martinich,

The Inter-Campus Faculty Council met in July for its annual retreat, and then more recently on Sept. 10 in Columbia. The primary issue at both meetings was discussion of the UM System Strategic plan. Although the UM Administration views the System Strategic Plan as a general document, it is actually quite specific in identifying objectives, action steps, and quantitative measures of achievement. IFC members expressed a number of concerns, including the large number of objectives, and hence the lack of focused priorities, and the specificity implied by the performance measures. IFC members were also interested in how this plan would affect the faculty and what role faculty were expected to play in its implementation. (It should be noted that faculty played no role in developing the plan, other than for the IFC being asked to comment on a penultimate version of the plan in July.) After considerable discussion President Pacheco said that he and the Chancellors will be responsible for making sure that the campus plans and System plan are consistent with each other, so the faculty should not be too concerned with the System Strategic plan, but rather should focus their efforts on their individual Campus Strategic Plans. Of course, faculty will have to be informed about the campus plans.

Related to the discussion of the Strategic plan were repeated warnings about the tight financial constraints under which we would be acting during the next five years. The President made clear three financial goals he wants the campuses to achieve: reasonable salary increases (no firm number, but probably around 4%), a 5% end of year fund balance at the end of five years, and 3% E&E increases each year. To achieve these it was clear that substantial re-allocations would be required on each campus.

A rather extensive list of future agenda items was devised, but it is unlikely we will get to them all soon. The items for future discussion include: distance education, salary inequities between old and new faculty, decision-making structure between the campuses and system, productivity compared to AAU comparator universities, and compensation package relative to comparable universities.

Report on Draft Proposal for "A New System of Governance for UM-St. Louis"  
Mark Burkholder, Chair  
Conference Committee on Governance  
September 14, 1999

The Conference Committee Members are: Nasser Arshadi, Mark Burkholder (chair), Joyce Corey, Tim McBride, Lois Pierce, Gail Ratcliff, Steve Spaner, and Lana Stein.

The draft proposal represents a workable compromise developed after considerable discussion. It does not represent the "ideal" governance structure of any single member of the committee.

The Committee sought to craft a proposal that would meet the following objectives.

1. Strengthen faculty governance.
2. Reduce fractionalization of the faculty as currently occurs with two representative bodies, so that faculty voices are heard through one organization with power to make important decisions.
3. Reduce the size of the governance body to make it more effective and to lessen the governance workload placed on faculty.
4. Reduce the number of committees and make them report to the appropriate governance body.
5. Reform the way representation is currently handled in the Senate, so that the new faculty senators will be elected by their constituencies (units), and places are proportionally allocated among four schools and the College of arts and Sciences.
6. Maintain the presence of administrators in both bodies to ensure communication between faculty and administration.
7. Maintain the current proportion of student representation in the larger body.
8. Include staff representation in the campus-wide body.

The draft proposal tries to achieve these objectives by creating governance bodies that

1. Are smaller than the present Senate and Faculty Council
2. Make the same group of elected, representative faculty the core in
  - a. A Faculty Senate in which 40 of 43 members would be faculty
  - b. A University Council in which 40 of 60 members would be faculty.
3. Have committees assigned to the appropriate body, thus, for example, having the Research Committee and ATP report to the Faculty Senate; but having Physical Facilities and Budget and Planning report to the University Council.
4. Ensure that every department/unit/area with five or more full-time faculty has representation in both the Senate and Council and allowing four schools and the College of Arts and Sciences to select "at large" representatives.
5. Include campus-wide administrators.
6. Ensure student and staff representation in the campus-wide University Council.

The next step in the process of developing the proposal is to hold two open meetings. After those meetings, the Conference Committee will reexamine the proposal in light of suggested improvements and make appropriate revisions. The Committee will then submit its final report to the Chair of the Senate and Presiding Office of the Faculty Council. The Committee believes that the faculty as a whole has the responsibility to make a final decision on the revised proposal, hopefully at a general faculty meeting this semester.

**Approved by the Senate on September 14, 1999**

**Resolution for UMSL by Joseph Martinich**

**The Senate recommends that the University administration reinstate the following policy which was previously in effect and was recently changed without consultation with the Senate: Faculty and staff may park in student parking areas.**

**REPORT OF THE SENATE BUDGET AND PLANNING COMMITTEE**

September 14, 1999

The Budget and Planning Committee has met three times since the April Senate Meeting.

At the April 29<sup>th</sup> meeting, the Committee focused on the FY2000 budget and salary increases.

At the July 27<sup>th</sup> meeting, I continued the discussion of the implementation of the University of Missouri's Strategic and Resource Plans and distributed to the Committee the budget assumptions associated with this Plan.

At the August 6<sup>th</sup> meeting, I continued the discussion of the Resource Plan. After reviewing the two recommendations I received, I submitted our plan to the System. Our plan will result in a rate reallocation of \$4.1M over five years. The first year's rate cut will be \$1.6M. I intend to work with the Budget and Planning Committee and other groups on campus to determine where these cuts will be made.

The Committee will meet on Monday, September 20 at 10:00 a.m. in 126 J.C. Penney.





## University Senate

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### UNIVERSITY SENATE UM-St. Louis

#### Agenda

The Senate will meet at 3:00 p.m. on Tuesday, October 19, 1999, in 222 J.C. Penney.

- I. Approval of Minutes from September 14, 1999, meeting
- II. Report from the Senate Chair -- Jeanne Morgan Zarucchi
- III. Report from the Chancellor -- Chancellor Blanche Touhill
- IV. Report from the Faculty Council Presiding Officer -- Dennis Judd
- V. Report from Intercampus Faculty Council -- Joseph Martinich
- VI. Reports from Standing Committees:
  - A. Budget and Planning -- Chancellor Touhill
  - B. Bylaws and Rules -- Lois Pierce  
*Proposed Bylaw Amendment (Action Item-Attachment-1)*
  - C. Computing -- Fred Willman
  - D. Curriculum & Instruction -- David Ganz  
*Course Proposals (Attachment-2)*
  - E. Physical Facilities and General Services -- William Connett
  - F. Research-Fall Panel -- Jeanne Morgan Zarucchi
- VII. Report from Ad Hoc Committee:
  - A. Campus Governance Committee -- Mark Burkholder
- VIII. Other Business



UM-ST. LOUIS

PROPOSED BYLAW AMENDMENT

Proposed Change to UM-St. Louis Senate Bylaws  
Section C.4 Committees of the Senate

**Current Version:**

*300.040 C.4 paragraph 3 -- Committees of the Senate -- . . .* If a faculty member of a Senate committee is to take a leave of absence, a substitute shall be elected or appointed (depending on the status of the member to be replaced) to serve for the entire academic year during which the leave is taken. . . . .

**Proposed Version:**

*Change to 300.040 C.4 paragraph 3 -- Committees of the Senate -- . . .* If a faculty member of a Senate committee is to take a leave of absence, a substitute shall be elected or appointed (depending on the status of the member to be replaced) to serve for the entire academic year (or semester in the case of the independent Fall and Winter Panels of the Committee on Research) during which the leave is taken. . . . .

**Rationale:**

In order to allow the maximum number of faculty to seek support for their research, the Senate Committee on Research is divided into Fall and Winter Panels. With the exception of the Chair, committee members serve only on the Fall or Winter Panel and can thus submit applications to the panel of which they are not a member. Because of the independence of the panels, it is appropriate for a member of the committee to retain his or her position on a panel even if the faculty member will be on a leave of absence in the other semester of that academic year.

**REPORT FROM THE COMMITTEE ON CURRICULUM AND INSTRUCTION**  
**October 19, 1999**

I. Housekeeping:

A. Change in General Information Section

1. Biology

II. The Committee wishes to inform the Senate of the following course actions that were effected by the Committee:

<b>Curricular Designation/Number</b>	<b>Add/Drop/Change</b>	<b>Course Title</b>	<b>Credit Hours</b>
Anthropology 123	Add	Cultures of Oceania	3
Anthropology 173 (formerly 273)	Change in number, description	Archaeology and Cultures of the Biblical World	3
Biology 232 (formerly 210)	Change in number, prerequisite	Cell Structure and Function	3
Biology 234 (formerly 212)	Change in number, prerequisite	Histology & Microtechniques	5
Economics 205	Add	History of American Economic Development	3
Economics 260	Change in description	Labor Economics	3
History 200	Add	Selected Topics in History	1-3
History 205	Add	History of American Economic Development	3





## University Senate

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(Minutes to be considered for approval at the Senate meeting on November 9, 1999, 3:00 p.m.)

**SENATE MINUTES  
UM-ST. LOUIS  
October 19, 1999  
3:00 p.m. 222 J. C. Penney**

Dr. Jeanne Morgan Zarucchi, Senate Chair, called the meeting to order at 3:08 p.m.

Dr. Zarucchi proposed an amendment to the agenda by inserting a report from the Committee on Committees between Standing Committee Reports B and C. A voice vote was taken and approved unanimously.

Minutes from the previous meeting (held September 14, 1999) were approved as submitted.

Report from the Senate Chair -- Jeanne Morgan Zarucchi  
(Attachment-1)

Report from the Chancellor -- Chancellor Blanche Touhill  
(Attachment-2)

Chancellor Touhill introduced Vice Chancellor Gary Grace to outline the issue of the exception report.

Dr. Grace said that he was in the process of sending a letter to the editor of the St. Louis Post-Dispatch and would share this information with the Senate. He said that what concerned him most was that making exceptions to the admissions standard equates with admitting students who are otherwise inadmissible or academically inferior, and that is far from the truth. He said that admission standards are common to all 4 campuses and we have the ability to make case by case judgments when a student may not meet the established admission standards. Like all the other University of Missouri campuses, UMSL has done that this year resulting in 201 exceptions in the first-time full-time freshman class.

Dr. Grace said that 201 of 490 students who enrolled were admitted as exceptions. He said that there are a variety of reasons why students are admitted as exceptions. Students may be missing 1 or more of the 17 academic units that are required (4 English, 4 math, 3 natural science, 3 social science, 2 foreign languages, and 1 fine arts), and in some cases their high school may not teach all of the 17 units. He said that 83 of the 201 first-time full-time freshmen were missing a unit of math, and about 1/2 of the 201 students enrolled were exceptions because of missing units. Some of the students who are missing academic units may score high 20's or low 30's on the ACT exam and are in the 94<sup>th</sup>-98<sup>th</sup> percentile nationally, but still must be listed as exceptions.

Dr. Grace said that in other instances students were listed as exceptions because they came from high schools that do not rank their students. Some high schools do not rank students because they do not want

to discourage students from taking aggressive courses. In many cases, these students have GPA's that are fantastic.

Dr. Grace said that an intentional decision was made to accept more exceptions. He stated that the Senate Committee on Recruitment, Admissions, Retention, and Student Financial Aid used research to guide the policy decision to admit more students as exceptions, and asked Dr. Joseph Martinich, the Committee Chair, to elaborate.

Dr. Martinich said that this issue has come up on a regular basis, about every 5 years, since the early 1980's. He said that the UM system regularly collects data on the ACT scores and the high school class ranks of students and their probability of succeeding with a 2.0 GPA in the freshman year. He said the intention is to construct admission requirements around the data. He said because of political reasons the admission requirements do not totally reflect the data. He said that UMSL decided to modify the UM admission requirements so that UMSL would accept students as exceptions who actually have a fairly high probability of success. We consciously made a decision this year that if the data indicated students were likely to succeed, the students would be admitted even if they were exceptions.

Dr. Martinich said that in previous years, in order to make UMSL look more acceptable to the Board of Curators, many of the students were accepted on a part-time basis and did not count as exceptions. But this year, students who had a high probability of success were admitted on a full-time basis as exceptions and those students who did not have a good chance of success were not admitted. He said that the number of part-time students went down as a result and the number of full-time freshmen went up. He said UMSL knew that they would take a hit, but the bottom line that is reported to the Board of Curators is that 71% of the students admitted as exceptions had a 2.0 GPA or higher, which is above the target number.

Dr. Grace said that 40% sounds like a large percentage but in reality 80 more students were admitted this fall than last fall. But even then, last year 68% of those students were part-time students and in essence we have about 17 more of them this fall than last fall. But, he said, we took a tremendous hit in terms of misunderstanding.

Chancellor Touhill then introduced Associate Vice Chancellor Mary FitzGerald to give an update about charter schools.

Dr. FitzGerald said that there are a number of charter schools open in Kansas City, MO and some of these were already running as schools before the charter law was passed and they opted to change to the charter school format. This is one reason why there are more charter schools in Kansas City. She said that St. Louis had very little activity and that only one school was chartered and that was one that UMSL did within the 60-day deadline, at the same time we were devising procedures for looking at charter schools. Dr. FitzGerald said that the criteria by which we are allowed to make a decision could be judged on only three things: the quality of the academic program, the financial viability of the enterprise, and whether or not the charter violates state law.

Dr. FitzGerald said that the committee met and looked at the report of 2 submissions and sent both of them back for corrections. One of them came back before the other, that was the top school, the African American Right of Passage Learning and Education Institute-Arthur J. Kennedy Charter School. They were the first out of the starting gate and given a charter by UMSL and then we were sued by the public schools. This case is still pending and it doesn't look like it's going to come to a conclusion any time soon.

Dr. FitzGerald said that now we have an existing charter, a legal contract, with the TAARP School. The TAARP School has notified UMSL that their sponsoring agency dropped out, Beacon, which was going to run the school and provide them with their curriculum. When Beacon pulled out they had no curriculum, because that curriculum was proprietary, so they were left in the lurch and they have found another chartering agency that devises curriculum and acts as a consultant. They put together the charter school in Cahokia, which is a big success. As of earlier this afternoon, Dr. FitzGerald phoned the leadership of the TAARP School and told them that we were now going to meet with them and their new curriculum and consultation agency to see if they meet the 3 requirements on which we are allowed to judge them. We don't know how that's going to turn out.

Dr. Martinich asked if there is a requirement that allows us to make a judgment based on the management of the school. Dr. FitzGerald said, not legally. She also said that criminal background checks are the responsibility of the charter school, not the sponsor. She said that because we are called the sponsor in the legislation is misleading because we don't actually involve ourselves with the day to day operation of the school. Dr. Martinich asked if anybody in the state is supposed to check on the management capability of the charter holder. Dr. FitzGerald said the law does not make any such provision, nor does it make any provision for funding us for doing the evaluation nor give us any instructions on how to proceed. She commented that it is not a very helpful piece of legislation. Dr. Martinich asked if there is a move to change the law. Dr. FitzGerald said that they are changing a few things, but she doesn't know how many of them have been changed except for one provision that names UMSL for purposes of the charter. The first argument in the legal case brought by the public schools is that the law says that a charter school had to be within the county of the chartering institution or the adjacent county, and since the chartering institution was given as UM, therefore no charter schools outside the immediate area of Columbia were legal charter schools.

Dr. Long asked how much this cost UMSL. Dr. FitzGerald said that we had a graduate student who wanted to do a research project this summer, and they were put to work at the School of Education tallying up what it cost. Dr. Long asked if UMSL was required to sponsor the school. Dr. FitzGerald said that we are required to comply with the law. She said that our legal advice was not to pull out. Dr. Long said we were asked to lend our name to enterprises that use criteria that may not be the criteria that we would employ. Dr. FitzGerald said that we pick the committee to decide if they are valid educational institutions. Dr. Long said that not only is there the matter of the criminal record, but that the superintendent of the school had no educational credentials. Dr. FitzGerald said that this is all right and he didn't need educational credentials according to the law. Dr. Long asked if we want to be involved in this game. Dr. FitzGerald replied that we did not ask to be involved in this game but the law put us in this game and we are following the law, and may have been sued for saying no. She said that the state feels it's correct for people who want to set up their own independent school to be allowed to do so, and as long as they don't damage the students they're teaching, we don't have a right to say we like you or we don't like you.

Dr. FitzGerald said that in Kansas City there is something that calls itself UCLA (Urban Community Leadership Academy), along with other schools in Kansas City, whose leaders are roughly equivalent in educational background to Mr. Lamar Bayha.

A student senator asked what exactly is a charter school. Dr. FitzGerald said that according to the law in Missouri a charter school is a school that uses state funding for its students but is exempted from a number of the restrictions for a regular public school. As long as they don't impose a religious ideology they have

the freedom to teach the curriculum as they see fit, as long as they comply with the law and don't actually miseducate the children. The university was brought in as a kind of a safety net.

Dr. Connett asked if the faculty was involved in the decision. Dr. FitzGerald said that the decision is not made by her, but by 3 people: Dean Schmitz of the School of Education, Dr. Peggy Cohen, and Dr. Donald Phares. They investigated the 2 proposals that we did have at the time, they reported that they were deficient in certain areas and the deficiencies were corrected by subsequent submits. Dr. Connett asked if Academic Affairs made the decision. Dr. FitzGerald said that she is the spokesperson on campus for the issue of charter schools but not involved in the process. The schools do this with the help of external agencies or on their own.

Dr. Ratcliff asked the Chancellor if a search committee had been formed to find a replacement for Kathy Osborne. Chancellor Touhill answered not yet but it will be shortly.

Dr. Burkholder said that faculty were generally concerned about the reallocations. In the North Central Accreditation Report from last year, a table on page 26 indicates 1049 full-time employees at UMSL in 1987 and in 1997 there were 1300. He said that 85 of those are faculty and 70 are regular faculty and that leaves a fairly substantial number, about 150 positions, that are out there somehow. Dr. Burkholder asked the Chancellor to help him understand what the positions were. Dr. Driemeier said that the bulk of the positions are units that did not exist at the time of the last North Central study, for example, one of the largest groups that are now on our total come to the university through its manufacturing and technology transfer leadership in MAMTC. He said that these are positions that are funded from federal grants and other state grants and are not on the university rate dollars. Dr. Driemeier said that other units that are examples of people on non-rate dollars but who are not part of the university as of the last North Central would be people who work for the Mercantile Library, Children's Advocacy Center, and the Southwestern Bell Telecommunications Center. He said that there are some additions in certain areas where we have had significant growth in the last 10 years such as computer operations. Dr. Driemeier said that they are working on a detailed response by unit of what has happened and whether those units are on general operating money or designated funds or non-designated funds, and this may be ready in the next week or week and a half.

Dr. Krueger said that the numbers for 1987 are not available to them right now, and they may have trouble going back to 1987. He said that the numbers from 1987 were never released to the previous North Central study. He took those numbers and had an idea of the source and used the same source to track in 1990, 1992 and 1997. At this time he was only confident that he could go back to fiscal 1992 which means frozen data on October 1991; if he can go back farther he will go back.

Dr. Burkholder said that his concern is that it looks like a large number and clearly the campus is engaged in a number of activities on rate dollars, aside from our core mission. Dr. Burkholder said that he hoped the activities would be examined prior to making reallocations based on the core mission.

Report from the Faculty Council Presiding Officer -- Dennis Judd  
*(Attachment-3)*

Report from Intercampus Faculty Council -- Joseph Martinich  
*(Report Cancelled)*

Report from the Budget and Planning Committee -- Chancellor Blanche Touhill

*(Attachment-4)*

Dr. Barton asked where UMSL would spend the year 3 Mission Enhancement Funds. Chancellor Touhill said that is before the state legislature now and we would get approximately 2 million dollars in July of 2000. Chancellor Touhill said that she would send that out to the Senate.

Dr. Judd said that at the last Budget and Planning meeting a document on discretionary or reserve funds was distributed, but was very general and asked if more details were ready. Vice Chancellor Krueger answered that they are working on it.

Report from the Bylaws and Rules Committee -- Lois Pierce

*(Attachment-5)*

Dr. Barton asked if the proposed by-law amendment applied to cases where an individual has a leave from teaching, but the faculty member still has responsibilities to the university. Dr. Zarucchi answered that individuals who are on teaching reduction status, but not on leave, are normally not identified by the Office of Academic Affairs as being on leave, so they would not be replaced on the Senate.

Dr. Connett asked for clarification that the amendment applies only to the Research-Fall and Winter Panels, and that committee members on leave for 1 semester would be replaced on all other committees for the entire year. Dr. Zarucchi answered yes.

A voice vote was taken and passed unanimously. Dr. Zarucchi said that this proposed change would be forwarded, by the Chancellor, to the faculty for a vote by mail ballot. Dr. Zarucchi said that if the Senate office anticipated several more by-law changes this year they would be compiled and sent together.

Report from the Committee on Committees -- Fred Willman

Dr. Matthew Keefer was elected by acclamation to replace Dr. Vivian McCollum on the Research-Fall Panel Committee for a one-year term.

Report from the Computing Committee -- Fred Willman

*(Attachment-6)*

Dr. Martinich said between 1 and 3 years ago UM System made a decision that part of the student computing fees would be decentralized and returned to individual units to establish computer labs and software etc. for instructional needs that would be specific to individual units. He said he knows that other UM campuses have done this on a moderate to large scale and asked if UMSL had plans to do so. Dr. Willman said that he would put this topic on the agenda for the next Computing Committee meeting.

Report from the Curriculum and Instruction Committee -- David Ganz

*(See Agenda Attachment-2)*

Dr. Ganz explained that the committee had no action items for the October Senate meeting, but the committee reported 1 approved housekeeping item and a small list of approved course proposals.

Report from the Physical Facilities and General Services Committee -- William Connett

*(Attachment-7)*

Dr. Ganz asked if the ramp from the ground level up in the new parking garage is level 1 or level 2. Dr. Connett said that he did not know, but would find out and report at the next Senate meeting.



Dr. Ratcliff asked if it would be possible to remove the road barrier on West Drive that obstructs the view of oncoming traffic. Dr. Connett said that he would take this issue to the committee.

A student senator asked if the light at the main entrance would remain in use after the light is installed at the West Drive. Dr. Connett replied yes, and added that the synchronization of the 2 lights is being worked on.

Dr. Roth asked if the master campus plan has been revisited in light of the realignment of both Florissant Road and I-70. Chancellor Touhill said that campus planners have been talking to MODOT for 10 years about the straightening of I-70. She said that it has always been known that I-70 would be straightened and Sasaki Associates, Inc. has updated the campus with a visit every year or every other year. Chancellor Touhill said that to her knowledge the only thing that MODOT updated was to extend right-by-property on Natural Bridge, up as far as the campus. Mr. Samples said that this was on the 1993 map in the Campus Master Plan booklet.

Dr. Connett said that a number of items on the master campus plan had not been implemented, such as an upgrade of the West Drive to the library but not around, and a private driveway under Natural Bridge to connect the North and South campus. Dr. Connett said that a number of items were proposed that may never happen, but I-70 will move and Mount Providence will come down on March 1.

Dr. Connett said that to envision the change of I-70, go down to Uncle Chunky's and stand on Florissant Road, it would be 50 foot underground next year.

Dr. Martinich said that he was typically the defender of the athletics program and asked how the straightening of I-70 would affect athletic structures, such as the baseball field. Mr. Samples said that this is Geiger Road at Florissant Rd., on the map, and would not affect the baseball field.

Dr. Cohen said that the issue of pedestrians dodging traffic on Natural Bridge Road should be addressed. Dr. Connett said that he would take this issue to the committee and look at new possible options with the Beffa property.

Report from the Research-Fall Panel Committee -- Jeanne Morgan Zarucchi  
(Attachment-8)

Report from the Ad Hoc Committee on Campus Governance -- Mark Burkholder

Dr. Burkholder thanked the committee members for their hard work.

(Attachment-9)

Dr. Burkholder said assuming the Bylaws and Rules Committee makes a recommendation to the Senate, there would be 2 readings of the proposal at Senate meetings and if approved the proposal would go to the faculty for a written vote.

Dr. Long asked if Dr. Burkholder's interpretation of the approval process came from Dr. Lehmkuhle. Dr. Burkholder replied, no, it came from Phil Hoskins in the General Counsel's Office. Dr. Long quoted the Faculty Handbook sections 11.A.4.a (page 64) "Its membership and procedures shall be as determined by the Faculty" and 11.C.2 (page 67) "It shall be the responsibility of the Senate to exercise those functions of the faculty". Dr. Long said that these would suggest that the Senate and Faculty Council drew their authority from the faculty and are creations of the faculty. Dr. Long said the important thing to him was

having gone through the process back in 1983, that Dr. Burkholder outlined, and it was terribly difficult to make it work. Dr. Long said the cleaner process would be to go back to the source of power, which was the faculty.

Dr. Burkholder said that he totally agreed with Dr. Long's interpretation, but unfortunately he is not the one to make that decision. Dr. Burkholder said that he believes the best thing to do at this point is accept the ruling of the Legal Counsel's office, which is counsel to the Board of Curators, not to administrative officers. Dr. Burkholder said it is the Board of Curators that must ultimately approve the proposal. Dr. Burkholder added that we would be ill advised to try to fight the Board's counsel on this issue and asked that all come together to discuss the issue thoroughly at the Senate meetings. Dr. Burkholder said it is an excellent proposal and solves many of the problems that we have seen in recent years between the existing governance structures. He recommends that we approve it in this body and approve it by mail vote of the faculty and then ask the Board of Curators to approve the changes. He said that he thinks we would be wasting our time to discuss other possible means of doing it, they're not going to happen, so let's get down to the serious issue, what's really important is that this document be approved.

Dr. Ratcliff said that it is her understanding of the Rules and Regulation that in the beginning the Board of Curators gives the faculty the responsibility to make decisions about certain matters, and it lists those matters. It also gives the faculty the authority to delegate that responsibility to other bodies. Dr. Ratcliff said that if you look further down in the Rules and Regulations on how changes are made, when those Rules and Regulations were set up the faculty delegated the authority to make changes to the Senate, so sometime ago we gave up the sole right to make changes to the bylaws. One partial remedy would be to change that bylaw and that is a possibility that we could consider.

Completing the business at hand, the Senate adjourned at 4:14 p.m.

Respectfully submitted,



Carol Kohfeld  
Senate Secretary

Attachments:

- 1) Report from the Senate Chair
- 2) Report from the Chancellor
- 3) Report from the Faculty Council Presiding Officer
- 4) Report from the Budget and Planning Committee
- 5) Senate Approved Bylaw Amendment-Committees of the Senate  
(Pending Approval from the faculty and Board of Curators)
- 6) Report from the Computing Committee
- 7) Report from the Physical Facilities and General Services Committee
- 8) Report from the Research Committee
- 9) Report from the Ad Hoc Committee on Campus Governance

**Senate Chairperson's Report**  
**October 19, 1999**  
**Jeanne Morgan Zarucchi**

At the Senate Executive Committee meeting on October 12, the question was again raised of how the report of the Ad Hoc Governance Committee would be acted upon. After spirited discussion, it was pointed out by several by-law experts present that this was not a change in Senate by-laws, but rather a change in the Campus By-Laws, which is section 300.040 in the Collected Rules and Regulations. Any change is required to go through the Amendment procedure of those by-laws. That would entail being approved by the Senate, and then forwarded by the Chancellor to the Faculty at large for a mail ballot. If the proposal is passed by the Faculty, it would then be sent to the Board of Curators for their final approval.

Several members of the Ad Hoc Committee who were present expressed their opinion that the proposal could be submitted directly to the Faculty at large, without being approved by the Senate, but the majority of the Executive Committee did not agree with that interpretation. I have recently consulted with the system Vice President for Academic Affairs, who in turn consulted with the system General Counsel, and they have confirmed that the Rules and Regulations require a Senate vote in this matter.

I would therefore like to encourage all Senators to take an active interest in this proposal, which will be voted upon at a future Senate meeting. The Executive Committee asked for a summary of the changes that the Ad Hoc Committee has made in response to the open faculty meetings, and Dr. Burkholder has agreed to make that presentation as the final item on today's agenda.

As many of you are aware from articles in the Post-Dispatch published on October 16 and October 18, it was reported to the Board of Curators last Friday that the number of freshman students admitted without meeting the University admissions criteria rose this year on our campus, from a 25% rate in Fall 1998 to a 40% rate in Fall 1999. Two other UM campuses experienced a much smaller increase, and UMKC experienced a percentage decrease. If you would like a copy of the full report, please contact the Senate office.

October Senate Remarks  
By Blanche Touhill  
October 19, 1999

### **United Way**

I am happy to announce that we have exceeded our goal for the 1999 United Way Campaign. More than 300 people have pledged \$52,000 to the United Way. We had established a \$49,000 goal.

Given our salary situation this year, I think that our faculty and staff responded in an extraordinary way. This is an outstanding organization with a caring, meaningful mission to help people improve their lives and our community. I am proud of you and your generosity.

### **Parking**

Campus police report that the new garage which opened on West Drive last week already is taking pressure off other garages around campus and contributing to better traffic flow during peak hours.

The opening of West Drive to through traffic has been delayed, though. The Missouri Highway Department will not allow us to open it until we have installed traffic lights at Natural Bridge Road. The contractor has not received those signals from the manufacturer yet and may not receive them until next week. That would mean West Drive would not be open fully until the first week of November.

Site preparation has begun for the new garage on East Drive. We anticipate that this 650-space garage will be open in about 18 months.

### **Rumors**

At the request of the Staff Association, we have re-incarnated the long-dormant rumor hotline. The university communication office, as it did in the past, will staff the hotline.

For example, a recent rumor was circulating that the university had purchased the Quik Trip on Florissant Road. This is not true. These types of rumors can be addressed through the hotline.

Instead of a dedicated telephone number, though, inquiries to the hotline will be made through a dedicated email address. That address is [rumorhotline@umsl.edu](mailto:rumorhotline@umsl.edu).

Further details about the rumor hotline will be featured in Friday's Update.

October Senate Remarks  
By Blanche Touhill  
October 19, 1999

### **Marketing**

I want to remind each of you that we will premiere our new advertising campaign Tuesday, October 26, from 2:30 to 4:30 p.m. at the Southwestern Bell TeleCommunity Center.

The campaign, designed to enhance the University's image and ultimately increase enrollment, includes three television commercials, five radio commercials and seven print advertisements.

### **Enrollments & Exceptions**

System Vice President Steve Lehmkuhle reported to the curators last week that the four campuses of the University of Missouri experienced a slight decrease in first-time, full-time freshmen. He also reported that three of the four campuses, including this campus, increased the number of freshmen it admitted as exceptions.

The St. Louis Post-Dispatch carried an article Saturday about the exceptions report and on Monday columnist Bill McClellan again mentioned the report. The McClellan column concerned several people -- including myself.

It concerned me because Mr. McClellan links many divergent issues on this campus with the issue of accreditation at the St. Louis Public Schools. I believe the column could lead the average reader to conclude that this is not a quality institution and that we have accreditation problems. Nothing could be further from the truth.

The accreditation team which visited our campus last spring was highly complimentary of our faculty, our staff and our students. The team's review led to an unconditional ten-year accreditation by the North Central Association of Colleges and Schools.

Dr. Gary Grace, too, was concerned about the McClellan column -- particularly about the way it portrays our students. He has informed me that he has prepared a letter to the editor to clarify the true situation.

Since each of you has undoubtedly been confronted with questions about the exceptions report, I have asked that Dr. Grace to outline the issue to you.

**FACULTY COUNCIL PRESIDING OFFICER'S REPORT  
TO THE UNIVERSITY SENATE**

October 19, 1999

The Faculty Council met on October 7, 1999, to discuss the report of the Select Committee on Fiscal Practices. A full discussion of that report occurred.

During that discussion, Faculty Council members requested that the Presiding Officer place supporting documentation for the report on the faculty council's website. It is now available at the university's website, under Faculty Council, ad hoc committees.

Members of the Faculty Council decided to continue the discussion of the fiscal practices committee's report at its meeting of November 4, and to discuss the report of Vice President James Cofer and his team and Chancellor Touhill's response, assuming those are available one week in advance. I have also set aside a room for a special meeting on November 11, in the event that these documents are not available in time for the November 4 meeting.

Submitted by Dennis R. Judd, Presiding Officer

## REPORT OF THE SENATE BUDGET AND PLANNING COMMITTEE

October 19, 1999

The Budget and Planning Committee has met twice since the September Senate meeting.

At the September 20<sup>th</sup> meeting, the Committee received numerous documents concerning the possible rate cuts in order to institute the President's resource plan, FY2001-2005. Although these cuts are not final, I have shared these cuts with the Academic Officers in order for them to meet with their policy committees and to prepare probable scenarios on the impact of these cuts. These cuts are differentiated between the academic and non-academic side of the university.

It was my intention to have the deans come before the Budget and Planning Committee and give presentations to the Committee on the impact of these cuts. At this time, the Committee has not recommended such presentations take place.

Also at the September 20<sup>th</sup> meeting, I distributed information on the campus' allocation for the third year of the Mission Enhancement initiative.

At the October 13<sup>th</sup> meeting, the Committee received information on the estimated rate cuts and increased core student credit hours and a presentation by Dr. Jerry Siegel on the Desktop Computing Plan. During the October 13<sup>th</sup> meeting, several members of the Committee questioned the need for presentations by the deans. Professor McBride distributed a list of 17 questions for consideration before making rate reallocations. After the meeting, Dr. Krueger responded to a request by several members of the Committee for information on the reserves. Dr. Krueger distributed that information to all of the members of the Committee.

The Committee will meet again on Friday, October 22 [10 a.m., 72 J.C. Penney] and the purpose is to discuss the issue of rate reallocations and the need for budget presentations.

Approved by the Senate on October 20, 1999.  
Pending approval by the faculty and Board of Curators.

UM-ST. LOUIS

PROPOSED BYLAW AMENDMENT

Proposed Change to UM-St. Louis Senate Bylaws  
Section C.4 Committees of the Senate

**Current Version:**

*300.040 C.4 paragraph 3 -- Committees of the Senate -- . . .* If a faculty member of a Senate committee is to take a leave of absence, a substitute shall be elected or appointed (depending on the status of the member to be replaced) to serve for the entire academic year during which the leave is taken. . . . .

**Proposed Version:**

*Change to 300.040 C.4 paragraph 3 -- Committees of the Senate -- . . .* If a faculty member of a Senate committee is to take a leave of absence, a substitute shall be elected or appointed (depending on the status of the member to be replaced) to serve for the entire academic year (or semester in the case of the independent Fall and Winter Panels of the Committee on Research) during which the leave is taken. . . . .

**Rationale:**

In order to allow the maximum number of faculty to seek support for their research, the Senate Committee on Research is divided into Fall and Winter Panels. With the exception of the Chair, committee members serve only on the Fall or Winter Panel and can thus submit applications to the panel of which they are not a member. Because of the independence of the panels, it is appropriate for a member of the committee to retain his or her position on a panel even if the faculty member will be on a leave of absence in the other semester of that academic year.



## Senate Computer Committee Report

Tuesday, October 19, 1999

These items have been discussed at the first meeting:

- New dial-up procedures

- New e-mail naming system for students

- New classrooms being completed

- Concerns about new system-wide software being developed by People Soft

Dr. Siegel has announced that there will be a pool of \$20,000 available this year for enhancements to the desk top plan for faculty. The committee will refine the guidelines for applying for enhancement money at our meeting next week. An announcement with guidelines and the deadline for applying will be forthcoming.

**Fred Willman, Chairman**

October 19, 1999

Report of the Senate Committee on Physical Facilities

At our regular meeting on October 14, the following items were discussed:

1. The resolution passed at the last Senate meeting was forwarded to Reinhard Schuster, and he reported that he would stop the ticketing of faculty parking in student lots.

2. The new parking garage had just opened the week before. It is currently designated for faculty parking on the first level, student parking on the other three levels. Since construction is not yet complete, and since a number of changes on the West Drive have not been completed, it was decided to wait until these changes have settled to make a decision on the future. We plan to gather data on usage though the beginning of a new semester before making any recommendation for a change.

3. The future of parking on West Drive is a problem. There is currently a safety issue, in that drivers of small cars are unable to back out safely from these locations if they park next to a van or large truck. Also the speed of traffic when the new entrance opens may increase. We do not have any recommendations at this time, but are currently gathering information about accidents rates on campus, and will revisit this.

4. The moving of I-70 almost a mile closer to campus, and the creation of a new exit designated for UM St.Louis, creates the challenge of designing a new entrance to campus. We plan on publicizing these issues to enable a full discussion of the campus "image" in the future. In particular there is now a mock up of the new monument intended to designate the entrance to campus on the fountain between J.C.Penny and the East Drive. We will be soliciting your feedback in articles in the Current and the Friday Update. Please take a look at it, and share your opinions.

For the Committee  
William Connett

Report of Committee on Research

The small grants subcommittee met on 5 October. It reviewed 20 proposals and funded 16 of them. The amount awarded was \$13,000. Letters were sent out to all of the applicants on 13 October.

The full committee will meet on 25 October to consider proposals for research grants.

Report of the Senate/Faculty Council Committee on Governance  
Mark A. Burkholder, Chair  
October 19, 1999

The Conference Committee Members are: Nasser Arshadi, Mark Burkholder (chair), Joyce Corey, Tim McBride, Lois Pierce, Gail Ratcliff, Steve Spaner, and Lana Stein.

Since my previous report on the draft governance proposal to the Senate, the Committee has held two open hearings and a subsequent meeting to discuss suggestions and questions raised at the hearings and to consider the committee structure and other unresolved issues in the proposal.

The current draft of the proposal changes the composition of the University Assembly from that presented in the prior version. Specifically, the committee recommends increasing the staff representation to three, retaining thirteen student seats, and making the Student Government Association president a non-voting member. Thus the Assembly would have 61 voting members and 13 non-voting members.

The proposal recommends that only on the Committee on Committees and the Committee on Bylaws and Rules must the chairs be faculty senators. The chair of the Budget and Planning Committee will be the chancellor.

In place of the current structure of the Senate Executive Committee, the proposal calls for a Steering Committee comprised of the chancellor, the chair and secretary of the Faculty Senate, and three elected faculty senators. All committee chairs will be invited to meet with the Steering Committee when their committees are ready to report to the Senate or assembly.

The Committee also calls for a simpler process of amending the Faculty Bylaws.

The Conference Committee is scheduled to meet next Monday. It anticipates submitting its final report soon afterward. Having completed its charge, the Committee will cease to exist.

My understanding of the required approval process is that the Senate must approve the proposal in the manner prescribed for bylaws changes. Thus I assume that the Senate chair will forward the proposal to the Bylaws and Rules Committee and that Committee, in due course, will make a recommendation to the Senate.





## University Senate

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### UNIVERSITY SENATE UM-St. Louis

#### Agenda

The Senate will meet at 3:00 p.m. on Tuesday, November 9, 1999, in 222 J.C. Penney.

- I. Approval of Minutes from October 19, 1999, meeting
- II. Report from the Senate Chair -- Jeanne Morgan Zarucchi
- III. Report from the Chancellor -- Chancellor Blanche Touhill
- IV. Report from the Faculty Council Presiding Officer -- Dennis Judd  
*Faculty Governance Proposal*  
*Presentation by Richard Schwartz on Noise Levels of Performing Arts Center*  
*Report from the Select Committee on Fiscal Practices*
- V. Report from Intercampus Faculty Council -- Joseph Martinich
- VI. Report from Student Government Association -- Steven Wolfe
- VII. Reports from Standing Committees:
  - A. Assessment of Educational Outcomes -- Helene Sherman  
*Continuing Concerns with Student Assessment*
  - B. Budget and Planning -- Chancellor Touhill
  - C. Executive Committee -- Jeanne Morgan Zarucchi  
*Process of Voting on the Governance Proposal (Action Item-Attachment 1)*
  - D. Bylaws and Rules -- Lois Pierce  
*Governance Proposal: First Reading (Attachment 2)*
  - E. Computing -- Fred Willman  
*Competition for Faculty Desktop Enhancement*
  - F. Research -- Charles Korr
  - G. Student Affairs -- D. Mike Bauer  
*New SGA Constitution Committee*
  - H. University Relations -- Terry Jones  
*Update on University Relations Initiatives*
- VIII. Other Business

Executive Committee  
November 9, 1999

**Proposal for the Process of Voting on the Governance Proposal**

All amendments must be submitted to the Senate Bylaws and Rules Committee by Tuesday, November 16, 1999. The Bylaws and Rules Committee will have the opportunity to make recommendations on any amendment(s). These amendments will be included in the Senate agenda for the December meeting and only amendments so submitted will be considered at the December meeting.

**Conference Committee on Governance  
Proposal for  
A NEW SYSTEM OF GOVERNANCE FOR UM-ST. LOUIS  
November 1999**

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**Contents**

- **Introduction and Outline of Proposal**
    - **Outline of Proposed Governance Structure**
    - **Table: Current and Proposed Composition of Governance Bodies**
  - **Proposed Revision of Faculty Bylaws**
    - **A. Faculty**
    - **C. Faculty Senate**
    - **D. University Assembly**
    - **E. Amendments**
- 

**Introduction and Outline of Proposal**

**INTRODUCTION:**

In April 1999, the Senate and Faculty Council created a Conference Committee to examine campus governance and, following consultation with other faculty, recommend changes that would improve governance through strengthened faculty participation.

Members of the Conference Committee are: Nasser Arshadi, Mark Burkholder (chair), Joyce Corey, Tim McBride, Lois Pierce, Gail Ratcliff, Steve Spaner, and Lana Stein.

The Committee has sought to develop a proposal that will provide effective, well-functioning campus governance by adhering to the principle of faculty centrality in the governance structure. Thus the Committee intentionally has proposed a smaller governance structure that involves two bodies, each providing reasonable and equitable faculty representation. The academic body will be known as the Faculty Senate. An extension of the Faculty Senate will be created to deal with the broader issues of the campus and will include important campus constituencies. This body will be known as the University Assembly. This proposed governance structure enables a single group of faculty representatives to consider and debate issues directly related to faculty as outlined in the *Collected Rules & Regulations*.

"The faculty of the University of Missouri-St. Louis, together with appropriate



administrative officers, shall bear responsibility for recommending and implementing educational policy, particularly in areas of curriculum, degree requirements, methods of instruction, research, requirements for admission, student affairs, and faculty status. The Faculty may make recommendations to the Chancellor concerning general policy matters affecting the University. Where appropriate, the Faculty may delegate its responsibility to separate schools, colleges, or such other parallel units as may be created from time to time, to the Faculty Senate [Senate in the proposal], and to the Senate [University Assembly in the proposal] within the University of Missouri-St. Louis."

The heart of the proposal is the creation of a Faculty Senate comprised of (a) a representative from each academic department or parallel unit (area, division, unit), (b) a smaller group of representatives (1/3 the size of the first group) elected for their College or School as a whole by the faculties of the College of Arts and Sciences and Schools of Business, Education, Nursing, and Optometry, and (c) three specified administrative officers. Given current numbers of faculty and administrative divisions, for 1999-2000, the Faculty Senate would have 40 faculty with voice and vote and three administrators with voice only. The Faculty Senate will deal with faculty issues and the governance responsibilities set forth in the *Collected Rules and Regulations*. It is envisioned that this body would meet monthly throughout the academic year.

The members of Faculty Senate would form the core of a larger University Assembly which would also include students, staff, and additional administrators. For 1999-2000, the University Council would have 61 noting members and 13 non-voting members. The Council will deal with issues affecting the campus that go beyond the purview of the faculty. It is envisioned that this body would meet twice each semester.

The Conference Committee employed the following principles in developing the proposal.

1. Strengthen faculty governance.
2. Reduce fractionalization of the faculty as currently occurs with two representative bodies, so that faculty voices are heard through one organization with power to make important decisions.
3. Reduce the size of the governance body to make it more effective and to lessen the governance workload placed on faculty.
4. Reduce the number of committees and make them report to the appropriate governance body.
5. Reform the way representation is handled in the Senate, so that Senators are elected by their constituencies (units), and places are proportionally allocated.
6. Maintain the presence of administrators in both bodies to ensure communication between faculty and administration.
7. Maintain the current proportion of student representation in the larger body.

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OUTLINE OF THE PROPOSED GOVERNANCE STRUCTURE  
BASED ON EXISTING ACADEMIC AND ADMINISTRATIVE UNITS  
AND FACULTY SIZE

1. Faculty Senate [43].

i. Voting representatives [total 40] of the full-time regular and non-regular faculty

(1) one elected by each department or parallel unit of the College of Arts and Sciences, School of Business and School of Education; one elected by the School of Nursing; one elected by the School of Optometry [total 30]

(2) one-third of the number of representatives in 1.i.(1) chosen as at large members by the College and Schools on the basis of their number of actual full-time regular and non-regular faculty as determined at the beginning of each fall semester with each specified school having a minimum of one at-large representative. [total 10]

(a) College of Arts and Sciences [6 at the present time]

(b) Schools of Business, Education, Nursing, and Optometry [1 each at the present time]

ii. *Ex officio* members with voice but not vote [3]

(1) Chancellor

(2) Vice Chancellor for Academic Affairs

(3) Graduate Dean

2. The University Assembly [74]

i. Voting members [total 61]

(1) The [43] members of the Faculty Senate

(2) The Vice Chancellor for Student Affairs (*ex officio*)

(3) The Dean of Continuing Education (*ex officio*)

(4) Students equal to one-third of the Faculty members of the Assembly. [13]

(5) Three staff members, including the President of the Staff Association (*ex officio*)

ii. Members with voice but not vote [13]

- (1) Vice Chancellors not already included [3]
- (2) Deans of all Colleges and Schools (whether or not their faculties are represented) [8]
- (3) Director of the Libraries [1]
- (4) President of the Student Government Association President [1]

3. Elections of faculty members to both the Faculty Senate and the University Assembly shall be conducted by mail ballot overseen by the Faculty Senate

- i. The department and parallel unit representatives will be elected first
- ii. Following the election of department and unit representatives, an election will be held in each College and School for its at-large representatives
  1. College faculty will vote for College representatives [6]
  2. School faculty will vote for representatives of their specific school [1 each; total of 4]
- iii. Each newly established academic department/unit with at least five tenured or tenure-track faculty will receive representation elected by the unit as spelled out above in 1.i.(1),(2).

4. The Chairperson and Secretary of the Faculty Senate will also serve as Chairperson and Secretary of the University Assembly.

5. The following committees will be established and report to the Faculty Senate

- a. Committee on Committees (Faculty Senator chair)
- b. Steering Committee (Faculty Senator chair)
- c. Curriculum and Instruction (Faculty chair)
- d. Appointments, Tenure, and Promotion (Faculty chair)
- e. Research Committee (Fall and Winter Panels) (Faculty chair)
- f. University Libraries (Faculty chair)
- g. Faculty Teaching and Service Awards (Faculty chair)
- h. Assessment of Educational Outcomes (Faculty chair)
- i. Academic Advisory [to Vice Chancellor for Academic Affairs] (Faculty chair)
- j. Bylaws and Rules (Faculty Senator chair)

6. The following committees will be established and report to the University Assembly

- a. Administrator Evaluation (Faculty chair)
- b. Budget and Planning (Chancellor chair)
- c. Recruitment, Admissions, Retention, and Student Financial Aid (Faculty chair)
- d. Student Affairs and Publications
- e. Physical Facilities and General Services
- f. Computing and Instructional Technology [combination of two existing Senate committees]

7. The following Committees will report to the Faculty as a whole

- a. Grievances
- b. Research Misconduct

8. The proposed composition, function, and charge of the Committees will be spelled out in the Conference Committee's final report. Note that the proposal calls for the elimination of the following committees

- a. Academic Grievance Assistance Committee of the Faculty Council (to be replaced by a list of faculty willing to assist in grievances)
- b. International Relations (Senate)
- c. University Relations (Senate)

CURRENT AND PROPOSED COMPOSITION OF GOVERNANCE BODIES				
with % of voting members				
	Current Senate	Current Faculty Council	Proposed Faculty Senate	Proposed University Assembly
Faculty	76 (63%)	44 (100%)	40 with vote (100%)	40 voting (66%)
Administrators	19 (16%)	-	3 without vote	5 voting (8%); 12 non-voting
Staff	1 non-voting	-	-	3 voting (5%)

Students	25 (21%)	-	-	13 voting (21%). 1 non-voting
Totals	120; 1 non-voting	44 voting	40 voting; 3 non-voting	61 voting; 13 non-voting

## PROPOSED REVISION OF

### FACULTY BYLAWS OF THE UNIVERSITY OF MISSOURI-ST. LOUIS

*(Proposal dated October 25, 1999; final report of Joint Committee on Faculty Governance)*

Bd. Min. 3-19-71; Amended 10-12-73, 2-18-77, 12-15-78, 6-18-82, 2-11-83, 6-24-83, 5-4-84, 5-3-85, 7-29-88, 3-10-89, 6-22-90; 5-3-91; Revised 1-29-92; 5-8-92, 5-6-93; 3-29-94; 3-24-95; 4-25-96; 5-29-97; 10-16-98; Amended 5-27-99; Revised 9-16-99.

#### 300.040 FACULTY BYLAWS OF THE UNIVERSITY OF MISSOURI-ST. LOUIS

##### A. FACULTY

1. Membership -- The Faculty of the University of Missouri-St. Louis shall consist of the President, the Chancellor, all persons with regular full-time academic appointments, and others elected by the faculty. Elected members so designated by the faculty shall be non-voting members.

2. Functions -- The Faculty of the University of Missouri-St. Louis, together with appropriate administrative officers, shall bear responsibility for recommending and implementing educational policy, particularly in areas of curriculum, degree requirements, methods of instruction, research, requirements for admission, student affairs, and faculty status. The Faculty may make recommendations to the Chancellor concerning general policy matters affecting the University. Where appropriate, the Faculty may delegate its responsibility to separate schools, colleges, or such other parallel units as may be created from time to time, to the Faculty [**Senate**], and to the [**University Assembly**] within the University of Missouri-St. Louis.

3. Meetings -- The Faculty of the University of Missouri-St. Louis shall meet at least

twice each year and at such additional times as the President, Chancellor, or the Faculty itself may determine. Upon written request of twenty-five members of the Faculty, the Chancellor shall call a meeting within two weeks.

- a. The President, or in the President's absence, the Chancellor, or in the Chancellor's absence, a member of the Faculty designated by the Chancellor shall preside at each faculty meeting.
- b. A quorum shall consist of ten percent of the voting members of the Faculty.
- c. Proceedings in Faculty meetings shall be in accordance with the rules set forth in **[the most recent edition of]** *Robert's Rules of Order* except where otherwise provided for in these Bylaws or the regulations of the University of Missouri-St. Louis.
- d. The Chancellor shall appoint each year a Secretary of the Faculty who shall keep an official record of the proceedings of each meeting and shall transmit copies of the minutes to each member of the faculty. A copy of the official minutes shall be kept on file in the offices of the Registrar and the **[Vice Chancellor for Academic Affairs]** and shall be available to each member of the Faculty.

**[section A(4) creating Faculty Council is omitted]**

**5. The Intercampus Faculty Council--** Three campus representatives will serve on the Intercampus Faculty Council. Two of the three shall be elected by the University of Missouri-St. Louis faculty to serve three-year staggered terms so that no more than one of the two elected members will be replaced or reelected in any year. The Senate Chairperson shall serve as an ex officio member of the Intercampus Faculty Council.

**[Section (B) dealing with Students unaltered]**

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## C. FACULTY SENATE OF THE UNIVERSITY OF MISSOURI-ST. LOUIS

(Hereinafter referred to as Senate)

1. Membership -- The voting members of the Senate shall consist of elected voting representatives of the full-time regular and non-regular faculty and, as non-voting members, the Chancellor; the Vice Chancellor for Academic Affairs; and the Dean of the Graduate School.

- a. For the purposes of Senate membership, the word "faculty" includes all those with full-time regular **appointments as well as those with** non-regular academic appointments who have at least 50% teaching or research responsibilities per year and one of the following terms in their titles: adjunct professor, visiting professor, clinical

professor, research professor (professor to include assistant and associate ranks), lecturer, instructor or specialist.

b. Faculty so defined will have all the privileges of Senate participation including the right to vote on Senate membership, to be nominated for Senate membership, and to serve in the Senate and on Senate committees. Faculty so defined will be counted in apportioning Senate at-large representation.

c. Elected Faculty members of the Senate shall serve three-year staggered terms with one-third of the body elected by the Faculty annually. Any elected member of the Senate may be re-elected. The term of office of all Senators shall begin on the first day of August following their election.

d. Each department or parallel unit of the College of Arts and Sciences, School of Business, School of Education, School of Optometry and Barnes College of Nursing and other parallel units with at least five tenured or tenure-track faculty will elect one representative by mail ballot distributed and tallied by the Faculty Senate.

e. Following the election of the department and parallel unit representatives, an election will be held by mail ballot distributed and tallied by the Faculty Senate in each College and School for at-large representatives. The number of at-large representatives will be determined by the number of faculty (**as determined in C.1.a**) and as determined at the beginning of each fall semester with each specified school or college having a minimum of one at-large representative.

i. Each College faculty will vote for its College representatives and each School faculty will vote for representatives of its School.

ii. The total number of at-large College and School representatives will be one-third of the number of representatives in C.1.d.

iii. For the purpose of determining the allocation of at-large seats, a faculty member with a joint appointment shall be counted as a member of the unit which receives the greater share of the faculty member's time. If a joint appointee's time is equally distributed between units, the faculty member may select the unit in which to be counted. However, a joint appointee who is serving a continuing term on the Senate will be assigned to the unit from which he/she was originally elected to the Senate. Joint appointees may vote only on the nominating ballot of the unit in which they are counted in determining the allocation of Senate seats.

f. Each newly established academic department/unit with at least five tenured or tenure-track faculty will receive representation as spelled out in C.1.d and C.1.e.

g. Elections of all Faculty representatives shall occur before April 1 of each year.

h. A subcommittee of the Senate Steering Committee (4.b) shall be established to supervise the election of faculty members to the Senate and distribute and tally the ballots. The Subcommittee shall consist of the Senate Chairperson; the Chairperson of the Committee on Committees; and the Senate Secretary, who shall maintain a

complete record of the votes received by all candidates.

i. If a representative should resign from the University or from the Senate, the department or parallel unit, School, or College will elect a replacement by mail ballot conducted as in C.1.d and C.1.e. If a Senator should take a leave of absence for an academic year, an alternate shall be selected in the same manner to serve only during the duration of the leave of absence.

j. If an elected faculty Senator qualifies for service as an ex officio Senator, he/she will be moved immediately into the ex officio category. In accordance with the bylaws, a replacement will be designated to serve for the remainder of the academic year in which the vacancy occurs if the ex officio status is permanent. The balance (if any) of the faculty member's elected term will be filled at the next spring election of Senators.

**Deleted Section C.1.k.**

2. Functions -- It shall be the responsibility of the Senate to exercise those functions of the Faculty (see Section 300.040 A.2) not reserved by the Faculty as a body or specifically delegated to the University Assembly (Section 300.040 D).

3. Meetings and Officers -- The Senate shall meet regularly each month during the academic year or in special meetings as called by the Steering Committee of the Senate. The Steering Committee shall call a special meeting of the Senate on request of the Chancellor or of any five members of the Senate. Proceedings in Senate meetings shall be in accordance with the rules set forth in the most **recent** edition of *Robert's Rules of Order*. A quorum shall consist of a majority of the elected faculty Senators. Following each election, the newly-constituted Senate shall meet for the sole purpose of selecting the Senate Chairperson, the Secretary of the Senate, and the Committee on Committees.

a. The elected officers of the Senate shall be the Senate Chairperson, who must be a voting faculty Senator, and the Secretary of the Senate, who must be a voting faculty Senator. The elected officers of the Senate shall serve for one year, beginning on the first day of August following their election. The elected officers may be re-elected.

b. The Senate Chairperson, or in the Chairperson's absence a voting member of the Senate designated by the Chairperson, shall be the presiding officer at each meeting of the Senate.

c. The Secretary of the Senate shall distribute the agenda to all members of the Senate at least three working days in advance of each meeting, shall keep minutes of each meeting of the Senate, and shall distribute a copy of the minutes of each meeting to all members of the Senate. The Secretary shall also maintain the official roster of the Senate, and shall collect annual reports on committee activities, which shall be submitted in written form by each committee chairperson no later than May 10 of each year.

4. Committees of the Senate -- All members of the Faculty (as defined in C.1.a), Administration, and Staff shall be eligible to serve on Senate committees. Students who



satisfy the eligibility requirements for service on the Assembly shall also be eligible to serve on Senate committees. With the exception of the Committee on Committees and Steering Committee, faculty members of the standing committees of the Senate shall be elected each year at the second organizational meeting of the Senate.

Faculty members of all standing Senate committees shall be elected by all voting members of the Senate.

**Student members of standing Senate committees shall be elected by voting student members of the Assembly.**

All standing and *ad hoc* committees of the Senate shall be chaired by faculty; the chairs of the Committee on Committees and the Bylaws and Rules Committee shall be faculty Senators.

At least one elected member of each standing and *ad hoc* committee of the Senate shall be a voting faculty Senator. Faculty members of all standing committees except the Committee on Committees shall be elected for two-year terms, with half the faculty members to be replaced each year. Student members of all standing committees shall be elected for one-year terms which may be renewed. Each standing and *ad hoc* committee shall be convened by the Senate Chairperson. As its first order of business, each standing and *ad hoc* committee shall elect a chairperson. If a faculty member of a Senate committee is to take a leave of absence, a substitute shall be elected to serve **for the entire academic year** (or semester in the case of the independent Fall and Winter panels of the committee on Research), **during which the leave is taken**. A placement will be elected to complete the remainder of the unexpired term of a committee member who becomes unable or ineligible to continue serving on a Senate committee.

Newly elected members of standing Senate committees shall assume office on the first day of August following their election unless completing the unexpired term of another member.

In their deliberations the committees shall, when appropriate, consult with the Chancellor or other administrative officers; with representatives of the separate schools, colleges, and other parallel units which may be created from time to time; with departments and concerned faculty; and with students and student organizations. Committee recommendations shall be made to the Senate or to the appropriate administrative officer.

The Senate shall establish the following standing committees:

- a. Committee on Committees -- The Committee shall consist of one elected faculty Senator from each of the following units: Humanities, Natural Sciences/Mathematics, Social Sciences, Business Administration, Education, Nursing, Optometry, and such parallel units as may be created from time to time. The members of the Committee shall serve for one year. They shall be elected at a special meeting of the Senate called each spring, immediately following the election of the Senate. The Committee shall be convened by the newly elected Senate Chairperson, who shall assist the Committee with electing its chairperson. The Committee on Committees shall be responsible for nominating for election all faculty members of the committees of the

Senate and the University Assembly. The chair of the Committee shall be a faculty Senator.

i. It shall be the responsibility of the committee to nominate for election by the Senate: (1) faculty members of all standing committees of the Senate; (2) faculty members of *ad hoc* committees of the Senate, when so instructed by the Senate. Where appropriate, the committee shall nominate members of *ad hoc* or standing state-wide committees for election by the Senate or appointment by the Chancellor.

ii. It shall be the responsibility of the committee to nominate for election by the University Assembly: (1) faculty members of all standing committees of the Assembly; (2) faculty members of *ad hoc* committees of the Assembly, when so instructed by the Assembly. Where appropriate, the committee shall nominate members of *ad hoc* or standing state-wide committees for election by the Assembly or appointment by the Chancellor.

iii. In preparing lists of nominees, the Committee may consult with the Chancellor, the Vice Chancellors, the academic deans or equivalent, and department chairpersons.

iv. Nominations made by the Committee shall be presented to the Senate or University Assembly as relevant. Members of the Senate shall have the right to make additional nominations from the floor for Senate committees. Members of the Assembly shall have the right to make additional nominations from the floor for Assembly committees.

**b. Steering Committee of the Faculty Senate and University Assembly (hereinafter referred to as the Steering Committee) --** The Steering Committee shall consist of the Senate Chairperson, who shall serve as Chairperson of the Steering Committee, the Chancellor, the Secretary of the Senate, and three elected Senators. Chairs of Senate and Assembly Committees will be asked to attend Steering Committee meetings when their committees have items for the agenda of the next Senate or Assembly meeting. It shall be the responsibility of the Steering Committee:

i. To call regular and special meetings of the Senate and Assembly and to prepare the agenda prior to each meeting.

ii. To coordinate the work and activities of the Senate and Assembly and of Senate and Assembly committees.

iii. To meet regularly and frequently with the Chancellor to discuss matters of policy concerning the University of Missouri-St. Louis.

iv. As an agency of the Senate and Assembly, to maintain avenues of communication with the Faculty and student body of the University of Missouri-St. Louis, with campus administrative officers and the governing board of the University.

- v. To establish all guidelines for elections for membership in the Senate and Assembly and to supervise said elections.

During the month of April the Steering Committee shall examine its membership to determine which members will be absent during the summer session. Steering Committee members who will be absent shall designate their replacement from among the members of the Senate. If the Chairperson and/or Secretary of the Senate shall be absent, a summer replacement will be elected at the Steering Committee's April meeting. The minutes of that meeting shall include the summer roster. In the event of the need for emergency action during the summer, the Steering Committee will be empowered to act in behalf of the Senate and Assembly and will be obligated to report its action to the Senate and Assembly in the fall.

c. Committee on Curriculum and Instruction -- The Committee shall consist of the Vice Chancellor for Academic Affairs (non-voting); the Director of Admissions (non-voting); two students; and one faculty member from each of the following units: Humanities, Natural Sciences/Mathematics, Social Sciences, Business Administration, Education, Nursing, Optometry, and such parallel units as may be created from time to time.

- i. The committee shall have general responsibility for recommending to the Senate policies and procedures in the areas of curriculum and instruction. It shall also recommend policies regarding graduation requirements, special honors programs, and academic publications such as catalogs and schedules of courses. Furthermore, it shall also recommend general policies and procedures governing the evaluation of academic instruction and advisement.

- ii. The committee also shall regularly recommend to the Senate the calendar of the University. It shall recommend policies relating to schedules of classes and final examination schedules. Departures from calendars and examination schedules will be cleared through this committee.

- iii. New degrees and degree programs proposed by the separate schools, colleges, or such other parallel units as may be created from time to time, shall be submitted by the appropriate dean or equivalent to the Committee for recommendation to the Senate.

- iv. Curricular additions and changes will be sent by the appropriate dean or equivalent to the Committee to be examined for overlap and duplication. In the absence of overlap and/or duplication, such proposals will be reported to the Senate.

d. Committee on Appointments, Tenure, and Promotion -- The Committee shall consist of full professors holding tenure appointments. There shall be one member on the Committee elected from each of the following units: Humanities, Natural Sciences/Mathematics, Social Sciences, Business Administration, Education, Nursing, Optometry, and such parallel units as may be created from time to time. There shall also be two members elected at large from the campus. The Committee

shall elect a chairperson from among its members.

i. Initial academic appointments to the University of Missouri-St. Louis recommended as tenure appointments shall be submitted by the Department or Division concerned through the Dean or equivalent of the appropriate school, college, or other parallel unit. The Dean or equivalent shall forward the Department's or Division's recommendations with the Dean's or equivalent's own recommendations for approval or disapproval. After consideration, the Committee on Appointments, Tenure, and Promotion shall submit its recommendations to the Chancellor.

ii. Tenure recommendations for Faculty holding term appointments, and recommendations for promotion above the rank of assistant professor, shall be made in accordance with the procedure outlined above.

iii. It shall be the responsibility of this committee, together with the appropriate administrative officers, to establish, develop, and maintain in all areas of the University the highest standards of faculty quality.

e. Committee on Research -- The Committee shall consist of two panels, one meeting in the Fall semester and the other meeting in the Winter semester. Each panel shall include the senior campus research administrator (non-voting); five faculty members from the College of Arts and Sciences (and no more than two from any one division of the College); and one faculty member from each of the following units: Business Administration, Education, Nursing, Optometry, and such parallel units as may be created from time to time.

i. The Fall and Winter panels shall meet jointly in the Fall to elect a committee chairperson, to clarify program objectives, to coordinate deadlines, to set guidelines for research proposals and awards, and to recommend policy to the senior campus research administrator. The panels shall meet separately to elect their respective panel leaders in the Fall. Thereafter, the panels shall meet during their semester of service to advise and make recommendations on

(1) Competitions for internal grant funds, including financial support during the Summer and during research leaves, support for research assistants, grants for equipment and supplies, and funds for travel to research locations, and

(2) Nominations for campus, University, and external research awards that are available campus-wide.

ii. The panels shall also meet jointly after the Winter panel has completed its work in order to review procedures and develop recommendations for the following year's committee to consider.

iii. The committee chairperson shall vote only as a member of the panel to which he/she has been elected.

iv. Panel members are ineligible to receive funding and awards under the

jurisdiction of the panel on which they serve during the period of their service on the panel. The committee chairperson is ineligible to receive funding and awards under the Committee's jurisdiction during the entire year of his/her service as chairperson.

f. Committee on University Libraries -- The Committee shall consist of the Director of Libraries (non-voting); eight faculty members elected by the Senate, no more than five of whom may be from a single college, school, or other parallel unit; and two students. The Committee shall:

- i. Advise the Director of Libraries on policy issues, including budgetary issues;
- ii. Serve as a liaison between the libraries and the University community via the University Senate;
- iii. Advise the University administration about policies and recommendations adopted by the Senate or the Committee; and
- iv. Consider any matter referred by the Senate, the Director of Libraries, or any member of the campus community.

g. Committee on Faculty Teaching and Service Awards -- The Committee shall consist of **the following faculty members elected by the Senate**: five faculty members from the College of Arts and Sciences (no more than two from any one division of the College); one faculty member from each of the following units: Business Administration, Education, Nursing, Optometry, and such parallel units as may be created from time to time; and two students. The Committee shall:

- i. Formulate and publish guidelines for campus, University, and external teaching and service awards that are available campus-wide;
- ii. Solicit nominations for these awards; and
- iii. Recommend candidates to the Chancellor.

Members of the Committee are ineligible to receive awards under the Committee's jurisdiction during the entire period of their service on the Committee.

h. Committee on the Assessment of Educational Outcomes -- The Committee shall consist of the Vice Chancellor for Academic Affairs (non-voting); the administrative appointee in charge of assessment (non-voting); two students; **and the following faculty elected by the Senate**: one faculty member from each of the following units: Humanities, Natural Sciences/Mathematics, Social Sciences, Business Administration, Education, Nursing, Optometry, and such parallel units as may be created from time to time.

The Committee shall have the general responsibility of making recommendations concerning policies in the area of assessment of educational outcomes and related matters. The Committee shall also regularly review and advise on policies and procedures in this area and recommend changes when appropriate.

i. Academic Advisory Committee -- The committee shall consist of the Vice Chancellor for Academic Affairs and **the following faculty elected by the Senate**: one faculty member from each of the following units: Humanities, Natural Sciences/Mathematics, Social Sciences, Business Administration, Education, Nursing, Optometry, and such parallel units as may be created from time to time.

The Committee shall have the general responsibility of making recommendations to the Vice Chancellor of Academic affairs on academic issues affecting the University.

j. Committee on Bylaws and Rules for the Faculty Senate and University Assembly -- The Committee shall consist of six faculty members **elected by the Senate** who are broadly representative of the Faculty, and two students. The Committee shall:

i. Receive all proposals for Bylaws changes, review proposed Bylaws changes, and initiate the process of Bylaws changes as smoothly and infrequently as possible.

ii. Recommend interpretation of the Bylaws upon the written request of the Senate Chairperson, and report its conclusions to the Senate.

iii. Compile and maintain a current set of Senate Operating Rules, consider changes in Operating Rules, and report recommendations regarding Operating Rules to the Senate.

iv. The Committee may initiate proposals for Bylaws changes.

v. The Committee shall recommend approval or disapproval of each proposed Bylaws change within two Senate meetings following receipt of the proposal.

k. *Ad Hoc* Committees -- As the need arises, the Senate shall establish or recommend to the Chancellor establishment of *ad hoc* committees.

i. *Ad Hoc* Senate committees shall be established through Senate approval of nominees selected by the Senate Committee on Committees or by nomination from the floor of the Senate. The faculty composition for each *ad hoc* committee shall be determined by the University Senate.

ii. *Ad Hoc* Administration - Senate Committees shall be recommended to the Chancellor by the Senate to include a specific number of appointed and elected members. The faculty elected members shall be chosen by the Senate as provided above.

l. University Wide and Statewide Committees -- Reports from University wide and statewide committees may be presented to the Senate. Whenever possible, representatives of the University of Missouri-St. Louis serving on University wide and/or statewide committees should advise the Senate Steering Committee if a report to the Senate is necessary.

## 5. Amendments

- a. Proposed changes to these Bylaws shall be submitted to or initiated by the Bylaws and Rules Committee, which will follow the relevant procedures outlined above (C.4.j) and then provide them in written form to the Faculty Senate and circulate them to all Senate members. The Senate shall then recommend passage or rejection of the proposed amendment(s) by majority vote. **Upon passage of an amendment (s) by the Senate, the Chancellor shall submit the proposed change in writing to the Faculty of the University of Missouri-St. Louis by mailing ballots individually to all persons eligible to vote. Bylaws changes recommended by the Senate shall be adopted by a majority of the votes cast by the Faculty.**
  - b. Senate Operating Rules may be amended by majority vote of the Senate.
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D. UNIVERSITY ASSEMBLY OF THE UNIVERSITY OF MISSOURI-ST. LOUIS (Hereinafter referred to as Assembly)

1. Membership -- The voting members of the Assembly shall consist of the elected **members of the Faculty Senate**; the Chancellor; the Vice Chancellor for Academic Affairs; the Dean of the Graduate School; the Vice Chancellor for Student Affairs; the Dean of Continuing Education; student representatives equal in number to one-third of the Faculty members of the Assembly; and three staff members, including the President of the Staff Association. Non-voting members shall consist of vice chancellors not already included, deans of all colleges and schools (whether or not their faculties are represented), the Director of the Libraries, and the President of the Student Government Association.

Elected Faculty members of the Assembly shall serve three year staggered terms co-terminous with their service in the Faculty Senate. Elected student members of the Assembly will serve a term of one year and shall be elected by the student body each year. Any elected member of the Assembly may be re-elected. The term of office of all Senators shall begin on the first day of August following their election. Staff members will be selected by the Staff Association

2. Functions -- It shall be the responsibility of the Assembly to exercise those functions of the faculty (see Section 300.040 A.2) delegated by the Faculty as a body.

3. Meetings and Officers -- The Assembly shall meet regularly every other month during the academic year or in special meetings as called by the Steering Committee of the Faculty Senate and the University Assembly (hereinafter referred to as the Steering Committee). The Steering Committee shall call a special meeting of the Assembly on request of the Chancellor or of any five members of the Assembly. Proceedings in Assembly meetings shall be in accordance with the rules set forth in the most recent edition of Robert's Rules of Order. A quorum shall consist of a majority of the elected representatives.

a. The elected officers of the Assembly shall be the same as those for the Faculty Senate.

b. The Chairperson, or in the Chairperson's absence a voting member of the Assembly designated by the Chairperson, shall be the presiding officer at each meeting of the Assembly. The Secretary shall distribute the agenda to all members of the Assembly at least three days in advance of each meeting, shall keep minutes of each meeting of the Assembly, and shall distribute a copy of the minutes of each meeting to all members of the Assembly. The Secretary shall also maintain the official roster of the Assembly, and shall collect annual reports on committee activities, which shall be submitted in written form by each committee chairperson no later than May 10 of each year.

4. Committees of the Assembly -- All members of the Faculty (**as defined in C.1.a**), Administration, and Staff shall be eligible to serve on Assembly committees. Students who satisfy the eligibility requirements for service on the Assembly shall also be eligible to serve on Assembly committees. The standing committees of the Assembly shall be elected each year at the first organizational meeting of the Assembly.

Faculty and student members of all standing Assembly committees shall be elected by all voting members of the Assembly. Staff members shall be selected by the Staff Association.

At least one elected member of each standing and *ad hoc* committee of the Assembly shall be a voting faculty Senator. Faculty members of all standing committees except the Committee on Committees and the Budget and Planning Committee shall be elected for two-year terms, with half the faculty members to be replaced each year. Student members of all standing committees shall be elected for one-year terms which may be renewed. Each standing and *ad hoc* committee shall be convened by the Senate Chairperson. As its first order of business, each standing and *ad hoc* committee shall elect a chairperson. **If a faculty member of an Assembly committee is to take a leave of absence, a substitute shall be elected to serve for the entire academic year during which the leave is taken.** A replacement will be elected to complete the remainder of the unexpired term of a committee member who becomes unable or ineligible to continue serving on a Senate committee

Newly elected members of standing Assembly committees shall assume office on the first day of August following their election unless completing the unexpired term of another member.

In their deliberations the committees shall, when appropriate, consult with the Chancellor or other administrative officers; with representatives of the separate schools, colleges, and other parallel units which may be created from time to time; with departments and concerned faculty; and with students and student organizations. Committee recommendations shall be made to the Assembly or to the appropriate administrative officer.



The Steering Committee of the Senate shall serve the same function for the University Assembly.

The Assembly shall establish the following standing committees:

a. Administrator Evaluation--the Administrator Evaluation Committee shall annually conduct an evaluation of administrators on the UM-St. Louis campus.

i. This committee shall be chaired by a faculty member.

ii. This committee shall consist of at least five faculty members representing at least three schools or colleges, one student, and one staff member.

iii. This committee is responsible for distributing an approved evaluation form to the faculty of the UM-St. Louis, collecting forms, and tabulating the results.

iv. This committee shall present the results to the Steering Committee for review. Upon approval of a report, the report is to be distributed to all members of the Assembly.

b. Budget and Planning Committee -- The voting members of the Committee shall consist of the Chancellor, who shall serve as Chairperson; the Senate Chairperson; the President of the Staff Association; two students; and one faculty member from each of the following units: Humanities, Natural Sciences/Mathematics, Social Sciences, Business Administration, Education, Nursing, Optometry, and such parallel units as may be created from time to time. Faculty representatives shall be elected by the Assembly for staggered three-year terms. Ex-officio, non-voting members shall include the vice chancellors for Academic Affairs; Managerial and Technological Services; Administrative Services; University Relations; and Student Affairs.

This committee is a response to the mandate of Section 140.020 of the Collected Rules: "Faculty must be meaningfully involved through regular on-going mechanisms with the total University fiscal situation. Appropriate committees with faculty members at the system and campus levels shall be created and designated to advise in education planning, to appraise resource needs and fiscal conditions, and to advise on allocation and reallocation of resources."

The committee shall examine general budgetary allocations and priorities, shall consider questions relating to the development of the University of Missouri-St. Louis and to the University of Missouri as a whole, and shall make recommendations on development and fiscal matters to the Chancellor. The committee shall report on its work at each Assembly meeting.

c. Committee on Recruitment, Admissions, Retention, and Student Financial Aid -  
- The Committee shall consist of the Vice Chancellors for Academic Affairs and Student Affairs (both non-voting), the Director of Admissions (non-voting), the Director of Student Financial Aid (non-voting), six faculty members and two student members. The Committee shall be chaired by a faculty member. The

Committee shall:

i. Recommend policies and procedures to the Assembly, the Director of Admissions, and the Director of Student Financial Aid regarding recruitment, admissions, retention, and student financial aid;

ii. Monitor recruitment, admissions, retention, and student financial aid activities and report on a regular basis to the Assembly; and

iii. Rule on appeals made by applicants regarding admission to the University and student financial aid.

d. Committee on Student Affairs and Student Publications -- The Committee shall consist of the Vice Chancellors for Student Affairs and Administrative Services (both non-voting), the President of the Student Government Association (non-voting), the Editor of the Current, the Advisor to the Current (non-voting), four faculty members and four student members. Its members shall be broadly representative of the various academic disciplines, schools, colleges, and other parallel units which may be created from time to time.

The Committee on Student Affairs and Student Publications shall be responsible for recommending and reviewing policy in the areas of non-academic regulations and student services, and for advising the Vice Chancellor of Student Affairs, and for recommending and reviewing policy concerning student publications which are directly funded by the University. The responsibilities of the committee may be exercised by subcommittees established in any of the above areas. Faculty and staff members with administrative responsibilities in these areas shall be members of the subcommittees dealing in those areas. This charge does not contradict nor supersede the explicit charge of any of the other standing committees of the Assembly.

e. Committee on Physical Facilities and General Services -- The Committee shall consist of the Vice Chancellor for Administrative Services (non-voting), six faculty members including at least one from the north and one from the south campus, three students, and one representative selected by the Staff Association.

The committee shall have general responsibility for recommending to the Assembly policies and procedures in the areas of campus facilities and general services. It shall act in an advisory and fact-finding capacity for the planning of physical facilities, review and report priority matters relating to maintenance, construction, and support services to the Assembly and review and process complaints and suggestions regarding physical facilities and services.

f. Committee on Computing and Instructional Technology -- The Committee shall consist of the Coordinator of Campus Computing (non-voting), one representative selected by the Staff Association, two students, and one faculty member from each of the following units: Humanities, Natural Sciences/Mathematics, Social Sciences, Business Administration, Education, Nursing, Optometry, and such parallel units as may be created from time to time.

- i. The Committee shall be responsible for reviewing general policy issues regarding campus computing and video instruction, including on-campus computer classrooms and laboratories and their maintenance, scheduling, and supporting resources and for monitoring the quality and effectiveness of video and instructional technology.
- ii. Provide advice regarding video production programming.
- iii. Provide advice on acquisitions of audio-visual and video telecommunications equipment for the campus and provide input on campus policies and operational procedures related to facility and equipment utilization and services.
- iv. Coordinate the activities of video-enhanced instruction on the campus for the purpose of securing funding.
- v. Serve as an advisory body for the development and implementation of video technology as a component of integration with digital voice and data systems, both on the campus and in the University of Missouri System.
- vi. Oversee distance learning policy, including but not limited to property rights of faculty and workload and credit implications for faculty.

The Committee shall present timely reports and recommendations to the Assembly and to the Coordinator of Campus Computing. The Committee shall coordinate with the Committee on University Libraries and with any other committees on telecommunications and technology on issues of mutual concern.

g. *Ad Hoc* Committees -- As the need arises, the Assembly shall establish or recommend to the Chancellor establishment of *ad hoc* committees. *Ad Hoc* Assembly committees shall be established through Assembly approval of nominees selected by the Senate/Assembly Committee on Committees or by nomination from the floor of the Assembly. The composition for each *ad hoc* committee shall be determined by the University Assembly.

h. University Wide and Statewide Committees -- Reports from University wide and statewide committees may be presented to the Assembly. Whenever possible, representatives of the University of Missouri-St. Louis serving on University wide and/or statewide committees should advise the Steering Committee if a report to the Assembly is necessary.

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## E. AMENDMENTS

- c. Proposed changes to the Bylaws shall be submitted in written form to the Faculty, either following approval by the Faculty Senate (as outlined in C.5) or by petition signed and submitted by at least fifteen percent (15%) of the Faculty (as defined in C.1.a). Bylaw changes shall be adopted by a majority of the votes cast by the Faculty.



## University Senate

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(Minutes to be considered for approval at the Senate meeting on December 7, 1999, 3:00 p.m.)

**SENATE MINUTES  
UM-ST. LOUIS  
November 9, 1999  
3:00 p.m. 222 J. C. Penney**

Dr. Jeanne Morgan Zarucchi, Senate Chair, called the meeting to order at 3:04 p.m.

Minutes from the previous meeting (held October 19, 1999) were approved as submitted.

Report from the Senate Chair -- Jeanne Morgan Zarucchi  
(Attachment 1)

Report from the Chancellor -- Chancellor Blanche Touhill  
(Attachment 2)

Chancellor Touhill introduced Dr. Driemeier to discuss the issue of airport noise and the proposed Performing Arts Center.

Dr. Driemeier said that he had taken the liberty of forwarding several letters to Kirkegaard & Associates (consultants in architectural acoustics), written by Dr. Richard Schwartz: the letters were sent to Chancellor Touhill, Dr. Judd, and President Pacheco, and copied to the Board of Curators and the Chair of the Senate.

Dr. Driemeier said it appears that Kirkegaard wants to continue working with us to make sure that everyone is happy with the building. Dr. Driemeier quoted from a letter he received from Mr. Paul T. Calamia at Kirkegaard, dated November 8, 1999.

Dr. Schwartz has not shared with us any of the data he has used for his estimates, and thus we cannot be certain that he is using proper transmission loss values for any of the construction materials or techniques planned for the MTH. Of particular concern are his assumptions for the octave-band transmission loss values for the proposed construction of the windows. In his message to Jeanne Zarucchi, Dr. Schwartz reports estimates for noise levels in the MTH, which result from two different aircraft flyovers. In theory, it should be possible to establish the sound-transmission loss values he used for his estimates by subtracting his predicted Interior noise levels from the *measured* noise levels of the aircraft in each octave band. This process leads to values very similar to those we used for the *old* window construction. Although our analysis of the current window construction is not yet complete, the tripling of the airspace depth and the increased glass thickness will undoubtedly increase the

transmission loss across the entire bandwidth, resulting in interior noise levels below those reported by Dr. Schwartz. The successful completion of the UMSL Performing Arts Center is something toward which we *all* are working. Failure to adequately isolate the Music and Theater Room would not only tarnish the reputation of the University, but that of our firm as well.

Dr. Driemeier said that Mr. Paul Calamia has indicated that he and Mr. Ed Dugger, his partner, would be here on November 19, to do additional demonstrations of the models at KWMU. He said that Dr. Schwartz, Dr. Hylton and others who have been intimately concerned with the development of the Performing Arts Building will be invited to the demonstrations. Dr. Driemeier said in addition there would be an open time on November 19, for anyone on campus who has concerns, to sit down and talk with Kirkegaard and Associates.

Dr. Long said that it would be appropriate to hear both sides of the issue and made a motion to have a presentation in the Senate by Dr. Richard Schwartz.

Dr. Martinich asked Dr. Long what he could get from a presentation by Dr. Schwartz that he doesn't know from the documents on the web. Dr. Long said that we have had a presentation that dealt with data without the person who generated the data being present. Dr. Long said that it is important that both sides be present for an exchange of ideas and a chance to respond. A voice vote on the motion was taken and approved.

Report from the Faculty Council Presiding Officer -- Bill Long  
(Attachment 3)

Report from Intercampus Faculty Council -- Joseph Martinich  
(Attachment 4)

Report from Student Government Association -- Steven Wolfe  
(Attachment 5)

Report from the Assessment of Educational Outcomes Committee -- Helene Sherman  
(Attachment 6)

Dr. Long asked about the term "performance based assessment". Dr. Sherman said it is an assessment that involves students answering questions in an essay form or submitting a completed task to indicate that they have information or that they can explain information as opposed to multiple choice.

Report from the Budget and Planning Committee -- Chancellor Blanche Touhill  
(Attachment 7)

Dr. McBride said UMSL faces significant rate reallocations over the next five years and in August Chancellor Touhill released figures of the rate reallocations across divisions that would have about 60% of the cuts falling on the academic units. He said that some of us have significant concerns about what the reallocations have done to the academic units in recent years and in light of that, he asked that we consider alternative scenarios for those allocations or cuts across the divisions. Dr. McBride asked Chancellor Touhill if she would consider lowering the portion of the allocation of cuts that would fall on the academic units.

Chancellor Touhill said that initially she passed out a document that talked about a 2.5-3% cut for the academic units and a 4% cut for the non-academic units. At the last Budget and Planning meeting she asked the unit managers to come forward with a 6%, 4%, 2.5-3%, 2%, and 1% cut, and these would be discussed at Budget and Planning.

Dr. McBride asked Chancellor Touhill if she would consider lowering the proportion of the cut that will fall on academic affairs. Chancellor Touhill said we are going to all listen to the presentations made by the various unit managers, and then we will sit back and discuss this and there will be opportunity for the committee to give her advice.

Dr. McBride said that after asking for the information for awhile Chancellor Touhill released information on the size of the rate reserves, and it is close to 7 million dollars. He said that we know that there are other discretionary funds available, and given that, is she willing or able to reduce the size of the rate reallocations by using some of the rate reserves. Chancellor Touhill said that we are going through this process first and then we have to see what happens. Dr. McBride asked if this was an option. Chancellor Touhill replied that we have to go through the process first.

Dr. Burkholder said that at the last meeting Dr. Barton charged the IFC representatives with reminding the President at every meeting that this kind of cut was going to really hurt the campus. He asked Chancellor Touhill to what extent is she able to convey this to the President of the Board of Curators as well. He said that Dr. Barton's comment was right because we are hurt very badly, we have so little to cut. Dr. Burkholder said that we can fight over the cuts on campus but the real issue it seems to him is that the System is forcing us to take very large cuts because the President has not figured out another way to provide raises other than reallocations. Chancellor Touhill said that she knows President Pacheco is going around from campus to campus in order to talk about this very issue, and she knows that he is concerned.

Dr. Burkholder said that at the famous meeting 7 years ago in J.C. Penney, when President Olson came down and the meeting started, the faculty thought that they would have President Olson's scalp and take it to Columbia and by the time it was over his scalp had been left here. He said he saw this as a possibility when President Pacheco comes to campus. Dr. Burkholder said this is a system mandate that is putting us in a 5-year bind.

Dr. Barton asked Chancellor Touhill and the members of the Intercampus Faculty Council to continually remind the President that this is a much more serious problem on this campus because it has the same percentage of the state university budget as it had in 1971. Many feel that programs have much less flexibility, and he asked if the Chancellor took every opportunity to remind the President that this is more serious than it is in Columbia. Chancellor Touhill said absolutely, and that in the 9 years she has been Chancellor she has tried to raise the 12% ratio.

Dr. Martinich asked if the percentage of money going to UMSL has changed at all more than a couple of tenths of a percent in the last 8 or 9 years. Chancellor Touhill said that the President has told her that we have come up a bit. Dr. Krueger said probably less than a percent, it differs by year. He felt comfortable speaking only about the last 9 years.

Dr. Burkholder suggested that when the President comes to campus we should all show up to ask questions. Chancellor Touhill said that the meeting would be widely publicized.

Dr. Martinich said that he was not too sure how strong a case the campus could make in terms of this campus being treated in an unfair fashion. He said that the bigger issue is a lack of total state dollars to the system as a whole, and that it appears to him that this campus is not being singled out. He said that we are having to reallocate for the raises because there is not enough state money total. He thinks if there is a failure by the System that is a System failure, and does not think UMSL is suffering any worse than Columbia or some of the other campuses.

Dr. Spaner said that President Pacheco appeared on this campus last year or 2 years ago, and was more or less asked the very same question, he in fact committed to an investigation of the formula and to give us a response on the specifications for the 12%. To Dr. Spaner's knowledge, it has never happened, and President Pacheco should now be asked to address the question.

Dr. Peck asked Chancellor Touhill to respond to the particular point made by Dr. Martinich, about whether the campus percentage allocation of the budget is affecting us unfairly.

Chancellor Touhill said that as Chancellor of the University of Missouri - St. Louis, she is looking forward to the day when we receive more than 12% of the UM budget.

Report from the Executive Committee -- Jeanne Morgan Zarucchi  
(Attachment 8)

Dr. Pierce said the first reading would be for discussion and questions and if anyone wanted to make amendments to the Governance document that they should be submitted in writing and sent to the Bylaws and Rules Committee. She said that the Committee would review the amendments and bring them forward with a recommendation at a separate reading. Dr. Pierce said that one of the reasons this was being done was because it is difficult to make amendments on the floor, since amendments could affect other parts of the document.

Dr. Zarucchi said the Executive Committee recommendation refers to the process of finalizing a document that will be presented to the Senate for a vote at the December meeting, not a redefinition of the Senate voting procedure. Dr. Long said that he did not think you could preclude people from making amendments on the floor using the current Senate rules.

Dr. Ratcliff spoke in favor of the Executive Committee's recommendation and said that the governance proposal is very complicated. She said that if amendments are made from the floor there might be all kinds of ramifications from those amendments that could echo throughout the document. She asked for collegiality, so that people would agree to have their amendment looked at by the Bylaws and Rules Committee. She added that the spirit of the proposal is that no one would be silenced, but that there would be a cooperative spirit to do things in the most rational way possible.

Dr. Sauter said that a part of her wanted to speak in favor of the amendment process because she could remember the last time that they tried to revise the rules, weekly meetings were held to get through the amendments. Dr. Sauter asked what the process would be if an amendment were read and sparked an idea for another amendment. Dr. Jones said that the Senate would always have the option of returning the whole document to the Bylaws and Rules Committee with a recommendation that

certain changes are made. Dr. Sauter asked if the Senate would have to wait a whole month before they could act on it. Dr. Jones replied that something that might seem minor could have a ripple effect throughout the entire document, so it would be unwise to take an amendment and characterize it as minor and adopt it without that kind of review.

Dr. Zarucchi said that in terms of the mechanics of the voting process, it takes awhile to organize a vote of the entire faculty and in the event that the Senate approved the document there would probably be time for further action to be taken at the January Senate meeting before the ballot would be circulated to the entirety of the faculty. Dr. Zarucchi said that it is her understanding this proposal is based on the wish to have our Senators actually take the time to read through the document carefully by a specific date and approximately 95% of the things that will stand out to someones attention will stand out. There are always going to be additional things that will not be obvious, and as Dr. Ratcliff said, this is not an attempt to stifle such future amendments but simply to say as of a particular point in time this is what we have, and we need to make a major decision on it.

Dr. Ratcliff asked if it would be possible for the Senate office to circulate submitted amendments. Dr. Sauter asked if an amendment would have to have a majority vote to get back to the Committee or does it go back to the Committee immediately. Dr. Pierce said that she would be happy to circulate the submitted amendments. Dr. Sauter restated her question and asked if a vote will be taken to send it back to the Committee or does the existence of an amendment send it back to the Committee, because otherwise we are judging the process by the quality of the amendment. Dr. Long quoted the first sentence of the amendment process, "Proposed changes to these Bylaws shall be submitted in written form to the University Senate and circulated to all Senate members." Dr. Long said that his interpretation of this would simply be a clarification of the rule which would allow all amendments to be circulated at once and allow the Committee to deal with any conflicts that might arise in a consistent way so that the Senate could be informed of what was actually being done. Dr. Long added, what is proposed here is in line with this set of amendment Bylaws, which differs slightly from others I am familiar with.

Dr. Zarucchi said a hard copy of the document would be circulated, as it is recommended for adoption by the Bylaw and Rules Committee, for the December Senate meeting. Dr. Zarucchi announced that the document would be attached to the December agenda and circulated to every voting Senator so that they would be able to read it in advance of the meeting and that the agenda would be prepared and distributed by the Thursday prior to the Tuesday meeting. A voice vote was taken on the Executive Committee recommendation and passed unanimously.

Report from the Bylaws and Rules Committee -- Lois Pierce  
(See November Agenda Attachment 2)

Dr. Pierce thanked Senators for voting to pass the amendment process. She also announced that the School of Education and the School of Business Administration have both requested to be renamed colleges and if that occurs before the final vote or before the document is finalized the changes will be incorporated in the document.

Dr. Ratcliff said that in 2 sections the Bylaws and Rules Committee has changed the Faculty Governance Committee's proposal that would replace members of committees who take a year leave of absence. Dr. Pierce said that the Committee had discussed this and decided not to go along with the change made by the Faculty Governance Committee and reinserted the present Bylaws wording.



Dr. Pierce said the Governance Committee made the replacements much broader than the Bylaws and Rules Committee and committee members would be replaced for the entire year whether the leave was for 1 semester or for the whole year. Dr. Ratcliff disagreed and said that the Governance Committee suggested that committee members be replaced if they were on leave for an entire year, but the Bylaws and Rules Committee changed it back to read that if you take a leave of absence during the year you will be replaced for the entire year. Dr. Ratcliff said that this had led to some strange inconsistencies because committee members were replaced depending on when the Senate was notified. Dr. Barton said that if you are awarded a research leave what happens is your teaching is bought out, it is his understanding that in fact you are still obliged to the research and service and if you are on campus you are here. Dr. Barton asked if this was a leave of absence. Dr. Pierce said that a leave of absence can be defined many different ways and this is something that has not been settled on this campus or in Academic Affairs because it is interpreted differently. Dr. Pierce suggested to Dr. Ratcliff that if she would like to reinsert the Governance Committee's wording regarding committee replacement she could submit it as an amendment.

Dr. Ganz asked if any of the committee charges had been revised. Dr. Pierce said that the Bylaw and Rules Committee did not change any of the committee charges and they remained the same as submitted by the Faculty Governance Committee.

Dr. Martinich pointed out that the definition of faculty differed in sections A and C. Dr. Ratcliff said she believes that section C gives non-regulars the right to vote when the faculty convene, and gave an example of Bylaw changes that would be voted on by regular faculty as defined in section A.

Dr. Burkholder said that he would like to thank the Bylaws and Rules Committee for a close reading of the Faculty Governance Committee document, and added that the Bylaws and Rules Committee has left the document essentially intact as it was proposed and he believes that it remains an excellent proposal that would move the campus forward in terms of governance. Dr. Burkholder said that he hoped it would be approved today and gets final approval in one month and faculty approval.

Dr. Long said that a concern that some of us had about the procedures was that we were forced by the interpretation of the university attorney to use amendment procedures in order to change faculty bylaws where many of us would interpret the words which you included, "It is the responsibility of the Senate to exercise those functions not reserved by the faculty body". He said that a reasonable person might interpret those to mean the faculty delegates its power to the Senate to set those powers for the whole, however he understood that is not the interpretation the university attorney has taken. He said that he hopes that we get language that is simple enough that even an attorney could understand what is meant by it and he doesn't see that language here. Dr. Ratcliff said that the interpretation by the General Counsel is based on part E of the current Bylaws, and the Faculty Governance Committee has suggested an amendment to part E, which is at the bottom of the last page.

Dr. Burkholder said that the Faculty Governance Committee wanted to make a faculty body that made decisions 100% and at the same time found it important that several administrators that have campus wide administrative responsibilities be present if they chose to be part of the decision making process, so that is why we have administrators attending the Faculty Senate meetings. Dr. Burkholder said that the document is a compromise and that several faculty would not want administrators in the room and other faculty members that felt there should be more administrators at different parts of the process.

Dr. Douglas Smith asked for an interpretation of the phrase "voice but no vote" in the Faculty Senate section and asked if deans could feasibly be elected as tenured full members. Dr. Burkholder said it is feasible and the election is by secret mail ballot and if the members of your school would like to be represented by a dean they are more than welcome.

Dr. Martinich said that there are 2 separate amendment processes, which leads to ambiguity. He said that both amendment sections should specify the section that the amendment process changes.

Report from the Computing Committee -- Fred Willman

*(Attachment 9)*

Dr. Connett asked for an update on Peoplesoft Development Software. Dr. Willman said that he had no additional information at this time. Dr. Connett asked if the campus was moving beyond the data stage and if the 40 million dollars had already been paid for the software. Dr. Siegel said that we are very committed to implementing that software. Dr. Connett said that the issue is that we are strapped for funds and we have committed to spend 40 million dollars for a software product that does not work. Dr. Willman said that the committee has addressed the issue and they have been given information that there is not a lot that can be done about it because it is a system wide decision that we have no control over. Dr. Siegel agreed with Dr. Willman's comment.

Mr. Stegeman said that some students on campus wanted to expand the hours of the campus computing lab, and asked if there were any students on the Computing Committee who could be contacted. Dr. Willman said there are 2 student members on the Computing Committee and they have been notified of the 2 committee meetings but have not attended. Dr. Willman added that if Mr. Stegeman would provide him with the information, it would be added to the committee's agenda.

Report from the Research Committee -- Charles Korr

*(Attachment 10)*

Dr. Korr thanked Ms. Brenda Stutte and Dean Wartzok, and commented that Ms. Stutte is very valuable to the Office of Research. Dr. Korr, on behalf of the Winter Research Panel, made an appeal to generate more proposals. He said there were only 12 proposals this Fall, all from the College of Arts and Sciences.

Report from the Student Affairs Committee -- D. Mike Bauer

*(Attachment 11)*

Report from the University Relations Committee -- Terry Jones

*(Attachment 12)*

Dr. Martinich said that the alumni contributions on campus are rather dismal and asked if the Office of University Relations or the University Relations Committee identified why the contributions were so low and if they have a good strategy for turning that around. Dr. Jones said that two points came out; one is simply a person power situation in University Relations and a significant fraction of their effort over the past few years has gone for the 2 priorities of endowed professorships and the Performing Arts Center. The second is the notion of the principal ways to increase alumni giving is to start when people are still students and improve their experience here on campus.

Dr. Peck asked if there is an evaluation mechanism used to determine if the marketing plan is having an effect. Dr. Jones answered yes, there is a careful and tactful process being used to ask callers if they were responding to a radio, television, or newspaper placement.

Dr. Burkholder asked if any of the money in the program was targeted at summer session 2000. Dr. Jones said that to the best of his knowledge, the total effort is toward a more "broad" cast rather than a "narrow" cast, to attempt to project a more positive image for the university. Mr. Samples added that the \$500,000 that Dr. Jones is talking about is for the image campaign that is underway. He said that Dr. Nelson contacted Dr. Wendell Smith, and himself about the marketing for the summer session, and at that meeting there will be a determination of what funds will be needed and where the funds will come from. Of the \$750,000 initially allocated for marketing, some of that money went for television in the summer for fall enrollment and about \$500,000 was earmarked for this particular part of the campaign to run over the year, so there will be some overlap. The summer session is probably a different issue because we may change the way that might be organized. So, some of the \$750,000 is not committed yet.

Completing the business at hand, the Senate adjourned at 4:25 p.m.

Respectfully submitted,



Carol Kohfeld  
Senate Secretary

**Attachments:**

- 1) Report from the Senate Chair
- 2) Report from the Chancellor
- 3) Report from the Faculty Council Presiding Officer
- 4) Report from Intercampus Faculty Council
- 5) Report from Student Government Association
- 6) Report from the Assessment of Educational Outcomes Committee
- 7) Report from the Budget and Planning Committee
- 8) Approved Resolution - Process of Voting on the Governance Proposal
- 9) Report from the Computing Committee
- 10) Report from the Research Committee
- 11) Report from the Student Affairs Committee
- 12) Report from the University Relations Committee

**Senate Chairperson's Report  
November 9, 1999  
Dr. Jeanne Morgan Zarucchi**

Since the last meeting of the Senate on October 19, two issues of major significance to the campus have reached a critical point. Those issues are the proposed reform of campus governance, and the discussion of fiscal practices.

The Ad Hoc Committee on Governance submitted its final report, which has received unanimous endorsement from the Faculty Council. The report has been further revised by the Senate Bylaws and Rules Committee, which will present to you a first reading later in this agenda. Senators will be asked to cast a vote, tentatively scheduled for the December meeting, and I request that you give your most careful attention to the details of this proposal, so that you may cast an informed vote.

The Report of the Faculty Council's Select Committee on Fiscal Practices has generated a great deal of concern on our campus and in the community. Yesterday, a written response was released by the office of the System Vice President for Finance & Administration, and an article on that report has appeared in today's edition of the Post-Dispatch. Numerous members of the Select Committee on Fiscal Practices have shared with me their opinion that the Vice President's report is balanced and thorough, and that the members of the review team deserve the campus' thanks for the time and consideration reflected by the report.

The System review team's investigation has confirmed several of the findings of the Select Committee, including the following, quoted directly from the Executive Summary of yesterday's report:

- "The planning process, beyond the school or college level, does not always function as effectively and as efficiently as it could. There are occasions where the formal structure for review of new initiatives and resource allocations is not utilized."
  
- "The annual general operating budget is consistently developed on overly optimistic revenue estimates, which when unrealized necessitate reductions in authorized expenditures. This practice is not a generally accepted norm in college and university budgeting."
  
- "The review team found no evidence of a financial crisis. However, current budgeting practices, which have led to annual reductions in expenditure authority, may give the appearance of financial problems."

**Senate Chairperson's Report**

**p. 2**

**The Vice President's report also concurred with the Select Committee's findings, in stating that "the campus is financially stronger today than it was in FY 1991." It is within that context that concerns originally arose over the causes and effects of ongoing budget reallocations, the very serious impact of which is now felt in every area of campus operations.**

**The Vice President's report presents findings which will undoubtedly stimulate further debate of the campus' fiscal practices. All members of the campus community are urged to examine the report, which has been widely distributed to all unit chairs and coordinators, Faculty Council representatives, and numerous other individuals.**

**November 9, 1999  
University Senate  
Remarks by Blanche Touhill**

I joined the UMSL faculty in 1965, two years after the campus was founded. I believe very strongly in shared governance and helped create the current mechanisms which provide faculty with power and influence in the decision-making process.

Several weeks ago a committee of the Faculty Council issued a report alleging, among other things, that I had violated the proper governance procedures of the University of Missouri. I asked University of Missouri System President Manuel Pacheco to investigate these allegations. The UM System issued its report yesterday. Copies were sent to academic officers throughout the campus.

I distributed my response to the committee report today. A copy was mailed to all faculty and staff.

Both Dr. Cofer and myself will meet with the Faculty Council on November 16 to discuss our separate reports. Following this meeting, my hope is that these issues will be put to rest.

I believe that there are more issues which unite us than divide us ... and that working together constructively we can achieve the potential that is the University of Missouri - St. Louis.

Finally, I understand that Dr. Richard Schwartz will be discussing the issue of airport noise and the proposed Performing Arts Center.

Don Driemeier has been working with building's designers on this and other issues and I would like him to address this issue briefly.

**FACULTY COUNCIL PRESIDING OFFICER'S REPORT  
TO THE UNIVERSITY SENATE  
November 9, 1999**

November 5, 1999

The Faculty Council met on November 4, 1999, to discuss three matters:

1. Professor Mark Burkholder presented the final report of the Conference Committee on Faculty Governance. After a brief discussion, by a unanimous vote the Faculty Council endorsed the report. The members of the council wish to thank the members of the committee for the extraordinary effort they put into writing this important document. The committee's members were: Nassar Arshadi, Mark Burkholder, committee chair; Joyce Corey, Tim McBride, Lois Pierce, Gail Ratcliff, Steve Spander, and Lana Stein.
2. Professor Richard Schwartz made a presentation on noise problems associated with the location and design of the proposed Performing Arts Center. Though the Faculty Council has not yet made any recommendations regarding this matter, I urge that the University Senate invite Professor Schwartz to make a presentation on this important matter. Relevant materials are available through Jeanne Zarucchi's office.
3. A discussion was held regarding the Cofer report and the Chancellor's reply. I have received notification that both documents will be available no later than Tuesday, November 9. On that assumption, the Faculty Council has scheduled a special campus-wide meeting for Tuesday, November 16, 2:00 p.m., in 72 JC Penney. The document will be made available on the Faculty Council's website.

Dennis R. Judd, Presiding Officer

IFC Report to the University Senate  
November 9, 1999  
Joseph Martinich

The Inter-Campus Faculty Council met on October 21. The meeting discussion centered on faculty morale; salary compression and other perceived inequities; ways to deal with budget reallocation, especially incentives for early retirement; and the desirability of, and procedures for, faculty evaluation of the President and Chancellors. Discussion remained at a general level, and additional information was requested from the Vice-Presidents so that more detailed and informed discussion could take place at the next meeting. There was concern expressed by the Rolla representatives that a large number of faculty on that campus received more than the announced \$400 raise, and they questioned whether this was within the spirit of the announced policy. President Pacheco stated that he would investigate; faculty from the other campuses were unaware of whether this occurred on their campuses.



**Report from the Student Government Association  
By Steven Wolfe, Acting SGA President  
Nov. 9, 1999**

Despite the recent events with the SGA President Darwin Butler, the Student Government Association has continued to operate. Standing committees of the Assembly as well as the Student Activities Budget Committee has been formed.

In President Butler's absence due to his being in jail, the Executive Committee, acting in accordance to the 1989 SGA Constitution, affirmed that I serve as Acting President since I am the Interim Vice President. This decision was made on October 27 in order to have a president to represent UM-St. Louis on the selection process to select the next student representative to the UM Board of Curators. I was in Columbia on October 29 to participate in the selection process with the student government presidents. The selection committee submitted three names to Governor Carnahan. He will interview the three candidates and will submit his choice to the Missouri Senate. This student will represent students on all four campuses for a term of two years.

In light of the recent problems with the SGA, Student Affairs has mandated the establishment of a Constitution Committee to rewrite the SGA Constitution, Bylaws and Election Rules. More details regarding this will come in the Senate Student Affairs report.

On November 4 students approved a referendum to join the Associated Students of the University of Missouri, a student lobbying group from all four campuses, as full members. In order to join ASUM, students approved a fifteen cent per hour fee increase with a maximum of \$1.50 per student, per semester. That fee will be collected starting with the Fall 2000 semester, pending approval by the Board of Curators.

The next SGA meeting will be November 18 at 2 p.m. in 229 JCP. All members of the campus community are invited.

Senate Report: November 9, 1999

Senate Committee on Assessment of Educational Outcomes

Goals for 1999-2000 include:

1. During the past academic year and into this one, this committee has been considering issues related to the administration of the general education test, the Academic Profile II, administered to this university's freshman and seniors as a value added measure. It is difficult to assess, from the questions asked, exactly which disciplines are "responsible" for teaching the material asked in those questions, but we are analyzing the test more closely this year to attempt to more closely identify those departments/ schools with the types of questions in their discipline asked on the test.
2. We continue to ask you to impress upon your students the importance of this test and to take a serious attitude toward scoring well. If alternative assessment and competency based items are to be used on this campus, we could facilitate discussions with faculty and students related to defining those items for our campus
3. In October, Wilbur Simon attended the Statewide General Education steering committee, which is putting in place a policy to promote success at the next institution to which students in this state transfer ... 2 or 4 year or 4 year to 4 year. The statewide committee is working to revise section A1 of the current 1987 statewide policy for transfers from 1 institution within the state to another
4. This policy could include a performance evaluation with which to assess students' readiness to enter a different institution. At present, there is no uniform "test" or assessment instrument for students at various Missouri institutions.. Our campus representative is Robert Bliss of the Honors college who chairs a campus wide committee in this topic. If you have questions or concerns about these issues, we are asking that you contact Dr. Bliss.
5. Also, this committee plans to survey what portfolio assessment means on campus and require those who are using it to show it to others... Music, School of Education, Art, Nursing and the Honors College are currently involved with portfolios
6. We should work as catalyst to hold discussions about the Academic Profile II, general education test currently required if no immediate changes are made for assessment instruments.

## **REPORT OF THE SENATE BUDGET AND PLANNING COMMITTEE**

November 9, 1999

The Budget and Planning Committee has met twice since the October Senate meeting.

The October 22<sup>nd</sup> meeting was dedicated to a two hour indepth discussion of seventeen questions prepared by a member of the Committee for consideration before the discussing the rate reallocation.

At the November 5<sup>th</sup> meeting, there was a roundtable discussion with the deans and academic directors on preparations for budget presentations before the Committee. A common template was prepared by a member of the Committee to be used by the deans in preparing their presentations.

Budget presentations will begin at the next meeting of the Budget and Planning Committee.

**Approved by the Senate on November 9, 1999**

Executive Committee  
November 9, 1999

**Process of Voting on the Governance Proposal**

All amendments must be submitted to the Senate Bylaws and Rules Committee by Tuesday, November 16, 1999. The Bylaws and Rules Committee will have the opportunity to make recommendations on any amendment(s). These amendments will be included in the Senate agenda for the December meeting and only amendments so submitted will be considered at the December meeting.

## **Senate Computer Committee Report**

**November 9, 1999**

Fred Willman, Chair

The Senate Computer Committee has established the following guidelines and deadline for the 1999-2000 Faculty Desktop Enhancement Initiative:

### **FACULTY DESKTOP ENHANCEMENT INITIATIVE**

**FALL 99 DEADLINE: December 6, 1999**

#### **Overview:**

The Senate Computing Committee recognizes that some faculty may have needs for enhancements or upgrades to current desktop systems in order to take full advantage of the latest technology. A pool of \$20,000 is available for the school year 1999-2000. Initial awards will be made by the beginning of Winter Semester. All proposals should be submitted electronically by e-mailing them to [senatecompute@lists.umsl.edu](mailto:senatecompute@lists.umsl.edu). Please put "Faculty Desktop Enhancement Initiative Proposal" in the subject line of your e-mail submission. Proposals must be received no later than December 6, 1999.

#### **Purpose:**

Where support from extramural sources or through normal departmental funding mechanisms is unavailable, faculty who need such upgrades for research purposes can apply to the Small Grants Fund administered twice a year through the UMSL Research Panel. The Faculty Desktop Enhancement Initiative is meant to supplement the Small Grants Funding program by providing an avenue of support for faculty requiring upgrades for instructional or general use. Upgrades may be requested for staff machines with a faculty endorsement that indicates that the upgrade will be used to support needs of the endorsing faculty member.

#### **Eligibility:**

All faculty covered by the faculty desktop program who will NOT be receiving a new system during the academic year are eligible to apply. (Faculty members who are requesting a laptop in lieu of a new desktop machine may apply for enhancement money to apply toward the additional cost of the laptop. However, laptop enhancement funding is not a priority.)

#### **Upgrades and Enhancements:**

An installation fee of \$20 is assessed for items which require internal installation (e.g., memory, larger internal hard drive) but any installation fees can be included in the funding request. Installation fees will not be assessed for peripherals which can easily be plugged into existing systems (such as printers, monitors, scanners). Up to \$500 will be awarded for equipment and installation. If the equipment will be shared by two or more faculty, joint applications may be submitted for up to \$1,000. In all cases, requests for complete desktop systems will not be considered.

**Proposal Format:**

There are no application forms for this competition. Applicants should provide a description of the request typed on the electronic equivalent of no more than two, double-spaced pages. The words "Faculty Desktop Enhancement Initiative Request" should appear as the title of the request with the applicant's name, position, and department as a subtitle. The applicant should indicate whether (i) the applicant's department or center is willing to share the costs of the initiative (20% from department/center, 80% from Campus Computing); or (ii) whether the request is for the full amount of the upgrade. In case (i), the approval of an appropriate authority (Department Chair, Center Director, or Dean) endorsing the cost-sharing must be obtained. This approval should be submitted electronically by the Chair, Dean or Director to to [senatecompute@lists.umsl.edu](mailto:senatecompute@lists.umsl.edu). Please put "Faculty Desktop Enhancement Initiative Endorsement" in the subject line of the e-mail submission. Justification for Enhancement Initiative money is particularly important. Only one proposal is allowed per individual. The electronic submission must be made no later than 5:00 p.m. on December 6, 1999.

**Evaluation of Proposals:**

Proposals will be evaluated by the Senate Computing Committee. Priority will be given to those who demonstrate the need for and benefits accruing from the upgrades or enhancements. Departmental cost-sharing, while desirable, is not a requirement for funding.

**Senate Committee on Research  
Charles Korr  
Senate Report for  
November 9, 1999**

The Fall Panel of the Senate Committee on Research met and reviewed a total of 12 requests for \$114,786 in research support. Ten applications (83%) received funding; a total of \$95,081 (83% of requested) was awarded.

Summer stipend requests totaled 13% (\$15,000) of dollars requested and accounted for 16% (\$15,000) of dollars awarded.

Teaching replacement requests totaled 16% (\$18,000) of dollars requested and accounted for 19% (\$18,000) of dollars awarded.

Travel requests totaled 2% (\$2,730) of dollars requested and accounted for 1% (\$1,000) of dollars awarded.

Equipment, supplies, and other requests totaled 37% (\$43,268) of dollars requested and accounted for 26% (\$25,263) of dollars awarded.

Research Assistant support requests totaled 31% (\$35,818) of dollars requested and accounted for 37% (\$35,818) dollars awarded.

**Committee on Student Affairs  
Report to the University Senate  
November 9, 1999**

At the committee's regular meeting on October 26, the topic of the recent woes of the Student Government Association was discussed. It was determined that a large part of the problem could be blamed on the SGA's outdated and ineffective constitution, which has been a continuing problem for several years now. The SGA's new constitution, authored in large part by Ben Ash last year, approved by the Assembly and ratified by the student body in a referendum in April was not approved by the division of Student Affairs, because of numerous problems with both the writing or the format of the document, and several content issues. As of our committee's meeting, however, it had not been rejected outright, either, as the Vice Chancellor for Student Affairs felt that there were editorial items within that could be changed and which would subsequently remedy enough of the problems to make the document acceptable for approval. After looking it over for Dr. Grace, former Vice President Michael Rankins and myself decided that no changes should be made to a document ratified by the entire student body in a referendum, and expect that as a result of this decision, the pending constitution will be rejected.

For this reason, the Committee on Student Affairs has, in its role as the advisory body to the Vice Chancellor for Student Affairs, recommended, not "mandated", as stated earlier by Acting President Steven Wolfe, that a definitive decision to either approve or reject the pending document be made as soon as possible, and that, regardless of the outcome of that decision, a new committee, independent of the auspices of either the Executive Committee or the Assembly of the Student Government Association, consisting of Students (who, by default, are members of the SGA), Student Activities Staff, and Faculty, and existing nominally as an ad hoc committee under the division of Student Affairs, be formed to create a new constitution to be presented to the SGA for its approval. The idea is to write a solid, long-term (i.e. one that wouldn't have to be rewritten every five years) constitution for the SGA which would be unlike anything anyone on campus has ever seen before.

Volunteers are currently being assembled to serve on this committee. At this time, six students have signed on (all of whom are members of the SGA Assembly), and any other interested parties should make their interest known to myself. The Committee will begin meeting as soon as it is assembled. Anyone interested in this committee should contact me at either:

314.368.7619

or

[dmike@umsl.edu](mailto:dmike@umsl.edu)

Respectfully Submitted,  
D. Mike Bauer, Chair



## **REPORT TO THE UNIVERSITY SENATE**

### **Committee on University Relations November 9, 1999**

The Senate Committee on University Relations met October 28, 1999 to review some of the key activities of the Office of University Relations. Committee members attending were W. Gary Bachman, Christi Cook, William Franzen, John Hylton, Terry Jones, Joshua Miller, Vetta Sanders-Thompson, Wendell Smith, and Larry Westermeyer. University Relations staff members: Phillury Platte, Pam Osley, Robyn Wahby, and Bob Samples also attended.

Interim Vice Chancellor Smith presented a comparison of UM-St. Louis fundraising with that of other metropolitan public universities, including the University of Wisconsin-Milwaukee, Wichita State, Portland State, Cleveland State, and the University of Toledo. Looking at performance since 1995, UM-St. Louis ranked above average in corporate and private donations but below average in alumni contributions. The bulk of the corporate and private gifts have been for the endowed professorships and the Performing Arts Center. The Office plans to place more emphasis on alumni giving in the years ahead and the Committee made some suggestions about how best to structure such efforts.

Ms. Pam Osley, the new marketing coordinator, explained the expanded advertising effort, centered around the theme "What Makes University of Missouri-St. Louis Students So Smart?" The campaign has already begun and features television and radio spots as well as newspaper placements. Approximately \$750,000 is being spent on this initiative, with about \$500,000 going for purchasing time and space in media outlets. No final decision has been made about advertising scale or content for future years, although the tentative plan is to retain this theme for at least another two years.

Terry Jones, Chair

November 9, 1999

University Senate  
Remarks by Blanche Touhill

**I joined the UMSL faculty in 1965, two years after the campus was founded. I believe very strongly in shared governance and helped create the current mechanisms which provide faculty with power and influence in the decision-making process.**

**Several weeks ago a committee of the Faculty Council issued a report alleging, among other things, that I had violated the proper governance procedures of the University of Missouri. I asked University of Missouri System President Manuel Pacheco to investigate these**



**allegations. The UM System issued its report yesterday.**

**Copies were sent to academic officers throughout the campus.**

**I distributed my response to the committee report today. A copy was mailed to all faculty and staff.**

**Both Dr. Cofer and myself will meet with the Faculty Council on November 16 to discuss our separate reports. Following this meeting, my hope is that these issues will be put to rest.**

**I believe that there are more issues which unite us than divide us ... and that working together constructively we can achieve the potential that is the University of Missouri - St. Louis.**



**Finally, I understand that Dr. Richard Schwartz will be discussing the issue of airport noise and the proposed Performing Arts Center.**

**Don Driemeier has been working with building's designers on this and other issues and I would like him to address this issue briefly.**





## University Senate

8001 Natural Bridge Road  
St. Louis, Missouri 63121-4499  
Telephone: 314-516-6769  
Fax: 314-516-6769  
E-mail: senate@umsl.edu

### UNIVERSITY SENATE UM-St. Louis

#### Agenda

The Senate will meet at 3:00 p.m. on Tuesday, December 7, 1999, in 126 J.C. Penney.

- I. Approval of Minutes from November 9, 1999, meeting
- II. Report from the Senate Chair -- Jeanne Morgan Zarucchi
- III. Report from the Chancellor -- Chancellor Blanche Touhill
- IV. Report from the Faculty Council Presiding Officer -- Dennis Judd  
*Response by Richard Schwartz re: Arts Center Acoustics (Attachment 1)*
- V. Report from Intercampus Faculty Council -- Joseph Martinich  
*System Post-Tenure Review Committee (Action Item)*
- VI. Reports from Standing Committees:
  - A. Bylaws and Rules -- Lois Pierce  
*Amendments (Action Items-Attachment 2)*  
*Governance Proposal (Action Item-Attachment 3)*
  - B. Appointments, Tenure, and Promotion -- Bruce Wilking  
*Revision of ATP Guidelines*
  - C. Budget and Planning -- Chancellor Blanche Touhill
  - D. Curriculum and Instruction -- David Ganz  
*Course Proposal Deadline*  
*Academic Calendars (Action Items-Attachment 4)*  
*Course Proposals (Action Items-Attachment 4)*
  - E. Physical Facilities and General Services -- William Connett  
*Recycling*
  - F. University Libraries -- Harold Harris
- VII. Other Business





November 10, 1999

8001 Natural Bridge Road  
 St. Louis, Missouri 63121-4499  
 Telephone: 314-516-5931  
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Dr. Donald Driemeier  
 Deputy to the Chancellor  
 U. of Missouri-St. Louis

Dear Don:

Thank you for your letter of November 3, 1999 which I received on Monday, November 8, four days after the letter was made known to me at the Faculty Council meeting on Nov. 4. It is evident to me that the information which I have provided in past reports and memos has not been clearly understood by all parties. First, let me point out that the extensive report which I submitted in early November, 1998, was intended for comment from the Administration. Whereas there were some issues properly directed to Kierkegaard's attention which will be discussed below, the recommendations of that report which included consideration of re-siting the facility, asking for an independent and disinterested outside expert or panel of experts to review the data, and establishment of a contingency clause in the contract, are all matters which are appropriate for comment from the Administration, not the contractors.

A statement in your Nov. 3, 1999 letter clearly reveals the confusion which has arisen between my reports and those of Kierkegaard. You stated, "It was clear in their first letter to you that Kierkegaard has some problems with your report, including both inappropriate notation and your recommendation that we need at least 70 dB of attenuation when they indicated a lesser attenuation would be needed to achieve your goals."

First, as to the "inappropriate notation", I assume that this refers to the computation of RC sound pressure levels (SPLs). For that calculation, I followed the prescription of the 1995 ASHRAE Applications Handbook (43.4) in which the calculation is done by averaging the dB levels at 500, 1000, and 2000 Hz. Paul Calamia at Kierkegaard subsequently pointed out to me (as I should have recognized) that this procedure is incorrectly done in the Handbook. Rather, the sound levels at the three frequencies must first be converted to intensities before averaging, and then transformed back to a dB level. After performing the calculation correctly for the Kravis database used in the report, I found an insignificant change in the results, resulting in a need for 69.6 dB of transmission loss (attenuation) instead of the 70 dB stated in the report. Thus I did not feel it to be necessary to revise the factors discussed in the report.

Returning to your statement above, in fact Kirkegaard did *not* indicate that a lesser attenuation would be needed to achieve (my) goals. Rather, they indicated that a lesser attenuation (56 dB) would be needed to achieve *their* goals. Let me clarify how the different estimates have arisen. First, at the time that I prepared my report, the only spectral data that I had in hand were from measurements of the Sabrejet at the Kravis Center. I assumed in good faith that these measured levels would be close to the maximum SPLs experienced at the UMSL site, and predicated upon this I arrived at the 70 dB attenuation factor to decrease the outside SPL = 101 dB level of the Sabrejet to the tolerable (RC 25) levels. After submission of my report in early November, 1998, Kirkegaard faxed an analysis to me based upon a completely different noise event than measured at Kravis. It was the noise spectrum of a commercial jet which developed an outside SPL of 97 dB with more low frequency (31.5, 63 Hz) noise than the Sabrejet, but considerably less noise at frequencies above 250 Hz. In particular, the RC 25 criterion at 500, 1000, and 2000 Hz suggested a need for only 56 dB to achieve the RC 25 level. This is the origin of the 56 dB figure as I understand it.

To further confuse the issue, the sound demonstration held in December, 1998 used yet a third jet noise spectrum, in this case one with an outside SPL level of only 85 dB. This is close to the median of the values measured and reported at the site in April, 1997. Adjusting the outside SPL levels downward and using the commercial jet data naturally resulted in a condition in which the RC 25 condition could be achieved in the sound demonstration for the Music Hall (see Fig. 1 of Kirkegaard, attached).

I contend that demonstrations should be done with the higher outside SPL levels represented by the Kravis spectrum and the (97 dB) commercial jet spectrum (the latter of which Kirkegaard actually used to estimate the attenuation factors needed for the Music Hall). Like a chain with a weak link, one cannot use the average (or median) strength of the links to establish the strength of the chain. On occasions, there will be overflights of the Center with outside SPL levels exceeding 95 dB. These are the events which could ultimately tarnish the Music Hall, not the events occurring at outside SPL levels of 85 or less. These louder events are the "weak links" in the chain. There are even weaker links should the facility be used for daytime performances. This involves overflights by National Guard fighter jets which, according to my sound meter measurements, can at times produce outside peak levels in excess of 110 dBA, likely exceeding the Sabrejet SPLs at all octave bands.

Regarding the Music Theatre, Kirkegaard has not provided the transmission loss factors expected for the proposed 1-inch laminated glass plus 6 ft air space/curtain plus 3/4-inch laminated glass construction. This information, of course, must be known before reliable sound demonstrations can be done. My own rough calculation for the octave bands from 125-4000 Hz suggest that the Sabrejet and 97 dB commercial jet spectra will both yield interior noise levels from 10 to 20 dB above the RC 25 criterion at 500 and 1000 Hz. However, I will have to defer to the engineers who have more accurate data in hand with which to do proper calculations. The important point is that new sound demonstrations should use the outside SPL = 97 dB spectrum and the Sabrejet spectrum instead of (or in addition to) the outside SPL = 85 dB spectrum which was used in the first demonstrations.

To summarize the data, I attach three graphs, Figs. 2-4, which show the anticipated interior noise levels in each of the three venues for the Sabrejet spectrum and for the commercial jet 97 dB spectrum. The graphs for the Music Hall and the Lobby utilize the transmission loss factors which Kirkegaard is planning to achieve in the construction for each venue. The graph for the Music Theatre is provisional, and will require updating when the proper transmission loss data are made available. These are the graphs which I presented before the Faculty Council on Nov. 4. You will note that the Sabrejet spectrum produces unacceptable noise levels in all three venues. The commercial jet spectrum is only marginally acceptable in the Music Hall, producing an excess of 10 dB over the RC 25 curve at 125 and 250 Hz. The Music Theatre is predicted to be much noisier with either noise spectrum. The Lobby data suggest that events at the outside 90 dB level and higher will result in interior noise levels which could disrupt normal conversation.

Finally, I want again to clearly state the goal of achieving a first-rate performance center. There are clear-cut standards for performance halls which the proposed construction simply will not meet for the higher noise levels. To argue that a lower (e.g., 85 dB) level is the appropriate demonstration level is somewhat equivocal. At the same time, it would be incorrect to imply that events in excess of 95 dB will be occurring during every performance. The fact is that the majority of nights will probably involve outside SPL levels of 80 dB or less, and in general will not be a problem for the Music Hall. But one must be concerned with those occasional times in which performers and audience alike will be very much aware of the outside noise. These are the nights which will ultimately establish the reputation of the Center, and in my opinion will render it as a sub-standard facility if constructed as planned.

Yours sincerely,

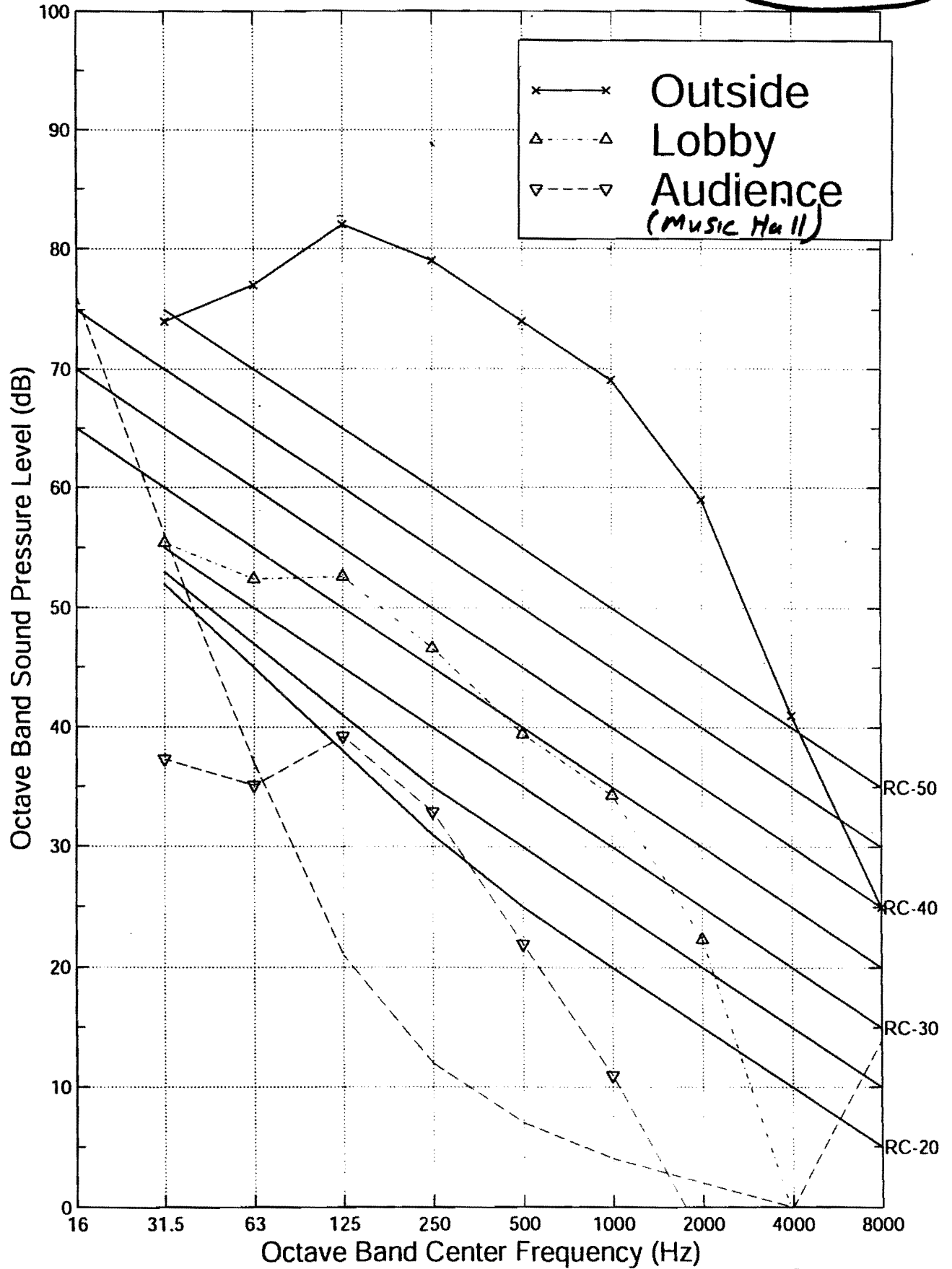
A handwritten signature in black ink, appearing to read "Dick", written in a cursive style.

Richard D. Schwartz  
Chairperson, Physics and Astronomy

cc: Paul Calamia, Kirkegaard  
Dennis Judd, Faculty Council  
Jean Zarucchi, Chairperson, Senate  
President Pacheco  
Chancellor Touhill

Fig. 1

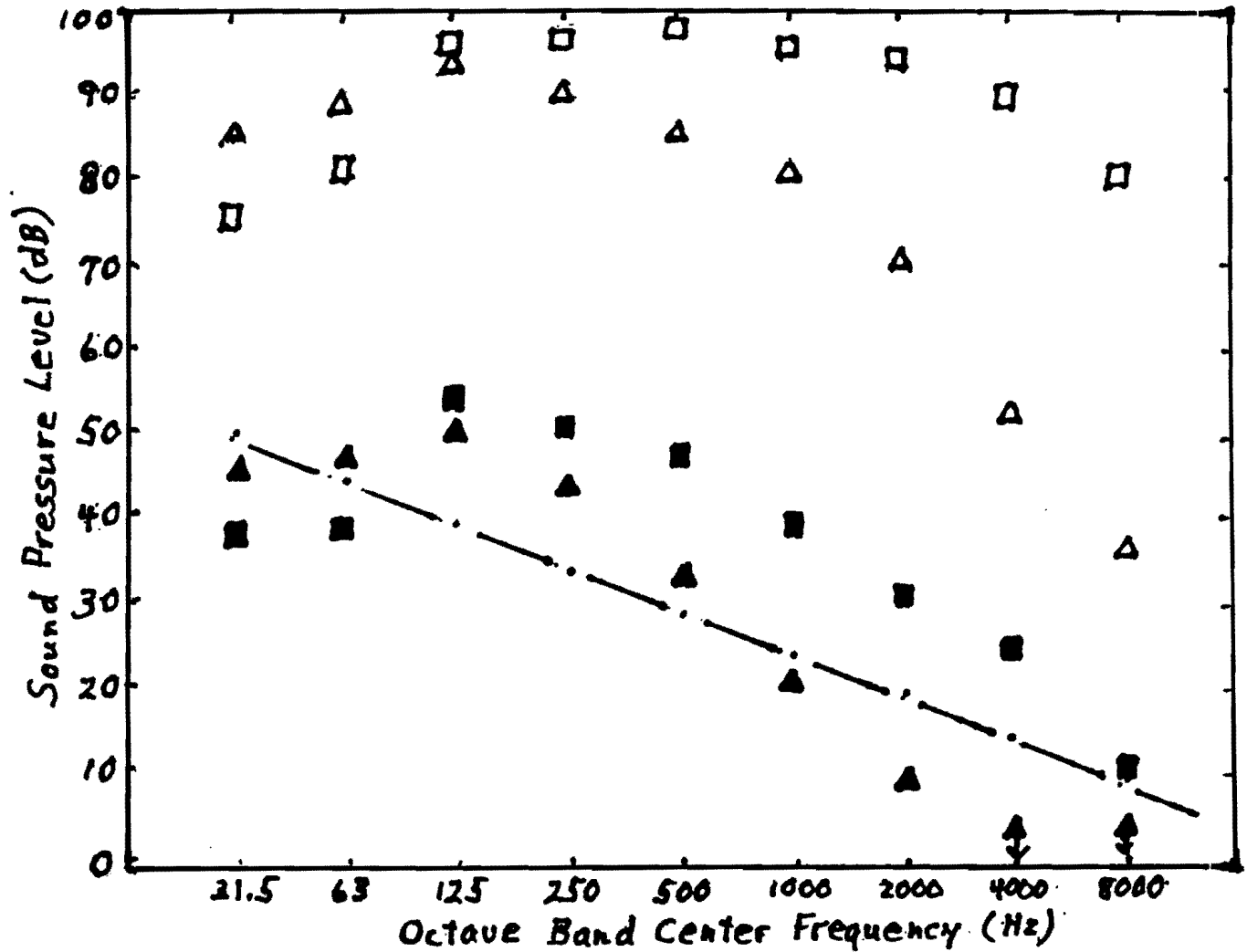
UMSL Site Noise Levels with RC Curves: Outside **SPL = 85 dB**



# Aircraft Sound Levels

UMSL Performing Arts Center  
Music Hall (Main Auditorium)

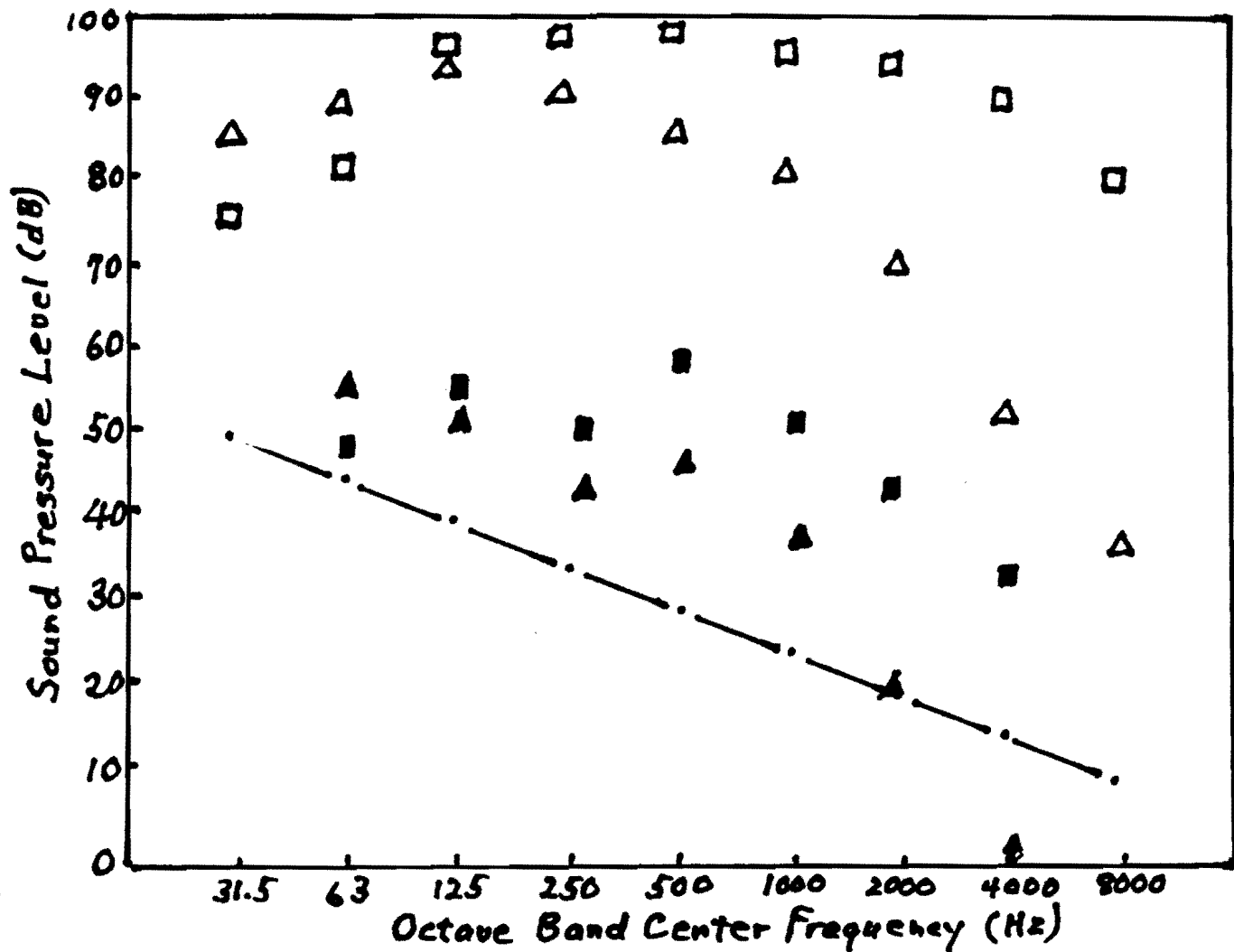
Fig. 2



- Measured outside noise levels - Kravis Center, Sabrejet
- △ Measured outside noise levels - UMSL Site, Commercial jet
- Predicted level in Music Hall,
- ▲ Predicted level in Music Hall,
- RC 25 maximum ambient noise level recommended for performing arts spaces.

# Aircraft Sound Levels UMSL Performing Arts Center Music and Theatre Hall

Fig. 3

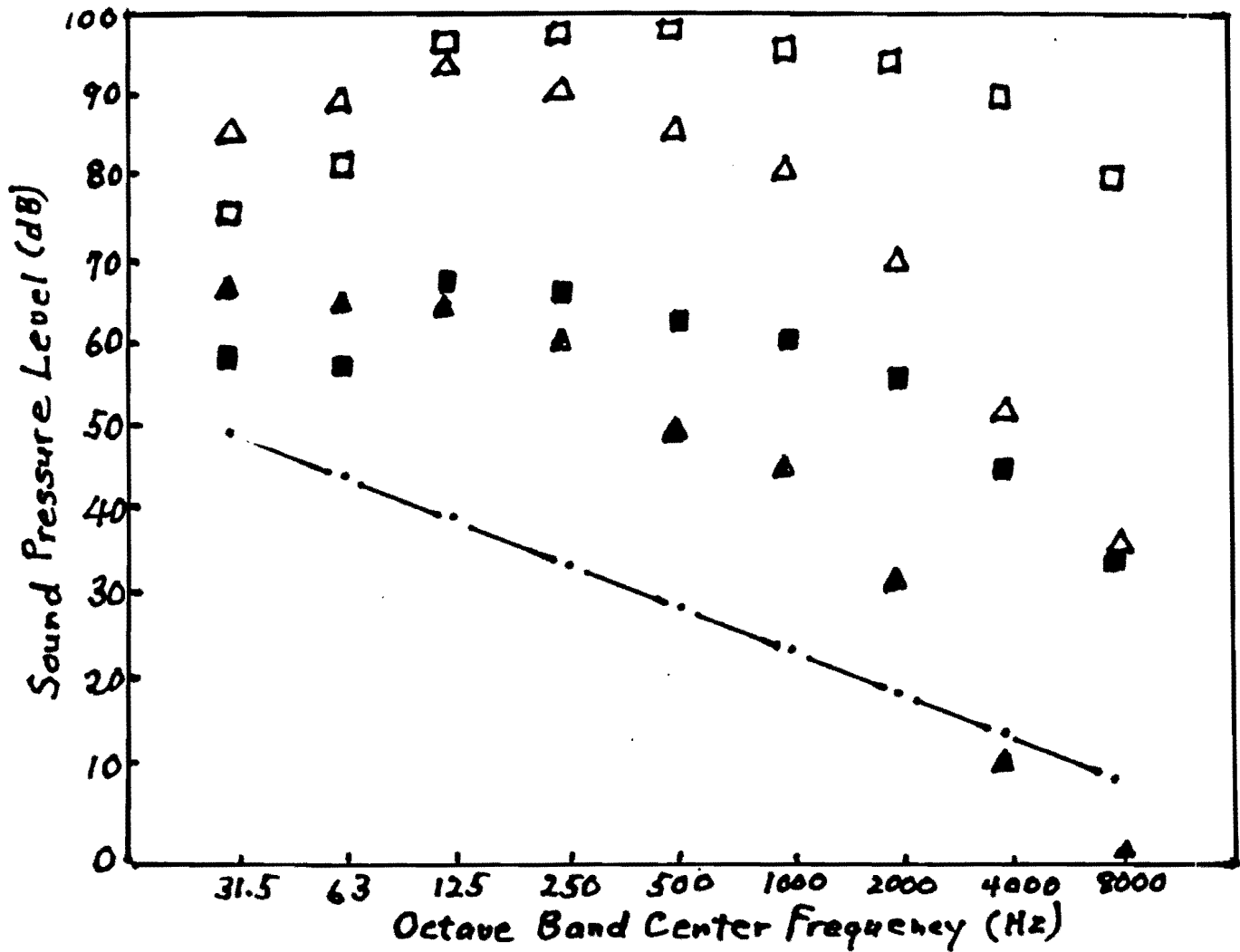


- Measured outside noise levels - Kravis Center, Sabrajet.
- △ Measured outside noise levels - UMSL site, Commercial jet
- Predicted level in Music Theatre, Sabrajet
- ▲ Predicted level in Music Theatre, Commercial jet
- RC 25 maximum ambient noise level recommended for performing arts spaces.

The estimates are very uncertain since a complete analysis has not provided for the Music Theatre by Kierkegaard & Associates.

# Aircraft Sound Levels UMSL Performing Arts Center Lobby

Fig. 4



- Measured outside noise levels - Kravis Center, Sabrejet
- △ Measured outside noise levels - UMSL Site, Commercial jet
- Predicted level in Lobby, Sabrejet
- ▲ Predicted level in Lobby, Commercial jet
- RC 25 maximum ambient noise level recommended for performing arts spaces

**SUBMITTED AMENDMENTS FOR THE  
GOVERNANCE PROPOSAL**

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Submitted by Margaret Cohen.

300.040, section C.1.a

For the purposes of Senate membership, the word "faculty" includes all those with full-time regular appointments as well as those with non-regular academic appointments who have at least 50% teaching or research responsibilities per year and one of the following terms in their titles: adjunct professor, **affiliate professor**, visiting professor, clinical professor, research professor (professor to include assistant and associate ranks), lecturer, instructor or specialist.

Rationale: Affiliate is a new designation added this fall by the Office of Academic Affairs.

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Submitted by Gail Ratcliff, seconded by Joyce Corey.

Section C.4, paragraph 5, sentence 6

If a faculty member of a Senate committee is to take a YEAR'S leave of absence (or semester's leave in the case of the independent Fall and Winter panels of the committee on Research), a substitute shall be elected to serve for the duration of the leave.

Section D.4, paragraph 3, sentence 6

If a faculty member of an Assembly committee is to take a YEAR'S leave of absence, a substitute shall be elected to serve for the DURATION OF THE LEAVE.

---

Submitted by David Klostermann.

Section D.4.f -- Committee on Computing and Instructional Technology

I would like to suggest that the director of the Instructional Technology Center be listed as a member. ITC brings to the committee knowledge and expertise regarding distance education technologies (ISDN, ITV, satellite, and Internet) and a staff resource for faculty development and support services that are integral to the campus' efforts in distance education and technology-related matters. It is also forming new collaborative efforts with Campus Computing in support of these areas. Given this, I suggest that this position be specifically added to the list of committee members.



**PROPOSED WORDING (NEW WORDING IN CAPS)**

- C.4.d. Committee on Appointments, Tenure, and Promotion --The Committee shall consist of full professors holding tenure appointments. There shall be one member on the Committee elected from each of the following units: Humanities, Natural Sciences/Mathematics, Social Sciences, Business Administration, Education, Nursing, Optometry, and such parallel units as may be created from time to time. There shall also be two members elected at large from the campus. The Committee shall elect a chairperson from among its members.
- i. **IT SHALL BE THE RESPONSIBILITY OF THIS COMMITTEE TO REVIEW AND APPROVE THE INITIAL GUIDELINES AND CRITERIA AND ANY CHANGES TO THE GUIDELINES AND CRITERIA FOR APPOINTMENTS, TENURE AND PROMOTION OF EACH UNIT OF THE UNIVERSITY. THE COMMITTEE SHALL RECOMMEND CHANGES TO UNIT STANDARDS AS IT DEEMS NECESSARY BASED ON GRIEVANCE AND APPEAL CASES THAT THE COMMITTEE HEARS FROM TIME TO TIME.**
  - ii. **IT SHALL BE THE RESPONSIBILITY OF THIS COMMITTEE TO HEAR FACULTY GRIEVANCES AND APPEALS OF UNIT APPOINTMENTS, TENURE AND PROMOTION DECISIONS. SUCH GRIEVANCES AND APPEALS SHALL FOLLOW THE PROCEDURES OUTLINED IN THE ACADEMIC GRIEVANCE PROCEDURE (COLLECTED RULES AND REGULATIONS: 370.010).**
  - iii. **THIS COMMITTEE MAY BE CALLED UPON BY A UNIT COMMITTEE ON APPOINTMENTS, TENURE AND PROMOTION FOR ADVICE, GUIDANCE, AND RULINGS REGARDING INDIVIDUAL CASES BUT IT SHALL NOT BE THE RESPONSIBILITY NOR THE PREROGATIVE OF THIS COMMITTEE TO RULE, ADVISE, OR OTHERWISE HAVE INPUT ON INDIVIDUAL CASES DURING THE NORMAL PROCESSING OF AN INDIVIDUAL APPLICATION FOR APPOINTMENT, TENURE, OR PROMOTION.**

**Rationale:**

The University of Missouri - Saint Louis (UMSL) is 35 years old this year. It has by all accounts -- the Chancellor's annual addresses, outside evaluating and accrediting organizations, and alumni successes and testimonials -- one of the finest faculties of any comparable university. In short, UMSL is now a mature institution of higher education. The centralized evaluation of appointment, tenure, and promotion (ATP) applications had a fundamental and foundational role in the building of the current high quality and diverse faculty at UMSL today, but the nature and specificity of today's knowledge and expertise requires a decentralization of the decision function to the relevant disciplines. The Curators state in the Collected Rules and Regulations, Section 310.020,

"Recommendations in matters of appointment, reappointment, non-reappointment, promotion, tenure, and dismissal shall be by the appropriate faculty ...." The appropriate faculty is the faculty in the applicant's discipline. The present centralized ATP review process at UMSL is not shared by any other campus of the UM system. The Bylaws of UM-C, UM-R, and UM-KC charge their tenure committees with the function of hearing grievances over and appeals of unit tenure decisions. Likewise, a centralized ATP review process is an uncommon system at other institutions of UMSL's size and standing. Therefore, this amendment is in keeping with the Bylaws of the other three UM campuses and in keeping with the Collected Rules and Regulations, Section 310.020.

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Submitted by Joshua Stegeman.

1. Motion that all student members of the University Assembly be elected by voting student members of the Assembly for service on the University Assembly committees. (Change Article D, Section 4, clause 4, "Faculty and student members of all standing Assembly committees shall be elected by all voting members of the Assembly. Staff members shall be selected by the Staff Association.")

**Amendment:** All student members of the University Assembly will be elected only by voting student members of the Assembly for service on standing University Assembly committees.

**Explanation:** The Faculty Senate standing committee student members are selected by only students and do not presently serve on the Committee of Committees, so why shouldn't students be selected in the University Assembly in the same manner in which they are selected in the Faculty Senate? Furthermore, the Staff Association selects its staff members, so if this specific groups elects its own members to the standing committees of the University Assembly, then the students, a specific group, should also be able to select their own members to serve on the standing committee of the University Assembly.

2. Motion that students be represented on the Committee on Committees for the Faculty Senate committee, if the above amendment is not adopted. (Change Article C, Section 4, clause a - Committee on Committees).

**Amendment:** Three students shall serve on the Committee of Committee for the Faculty Senate to aid in the selection of student members of the standing committees for the University Assembly.

**Explanation:** The rationale for this amendment stems from the first amendment. The students feel that if the University Assembly as a whole will vote on both faculty and students for service on the University Assembly standing committees, then since the faculty maintain representation on the Committee of Committees for the Faculty Senate which decides which faculty will serve on the Faculty Senate and University Assembly, then the students should maintain that same freedom. However, if the above amendment is adopted, then it does not seem necessary for students to be represented on the Faculty Senate Committee on Committees because the students will be electing themselves.

3. Motion that students be represented on the Steering Committee. (Change Article C, Section 4, clause b - Steering Committee).

**Amendment:** Two students shall serve on the Steering Committee for the Faculty Senate and the University Assembly.

**Explanation:** The students feel it is necessary to have student representation on the Steering Committee considering its responsibilities delineated in clause b. Since the decisions of the Steering Committee affect the University Assembly, it seems appropriate that since students may body of representation is the University Assembly, that the students would be represented on all committees that affect the University Assembly. This amendment is very important to the student senators.

(Submitted by Joshua Stegeman-Continued)

4. Motion that the Curriculum and Instruction Committee of the Faculty Senate be moved to the University Assembly. (Move Article C, section 4, clause c - Committee on Curriculum and Instruction to Article D, section 4, clause g, re alphabetize subsequent letters for proper organization).

**Amendment:** The Curriculum and Instruction Committee shall be recognized as a standing committee of the University Assembly under Article D, section 4, clause g - Committee on Curriculum and Instruction.

**Explanation:** The rationale of this amendment is that since the students do not have representation on any one of the tenure committees in the Faculty Senate, and considering the discussion heretofore of the proposed post-tenure review board by President Pacheco, then the students feel their only channel to discuss issues regarding tenure may be through the Curriculum and Instruction Committee.

---

Submitted by Jeanne Morgan Zarucchi.

1.

**Current Version:**

300.040 A.4 -- The Intercampus Faculty Council -- . . . Two of the three shall be elected by the University of Missouri-St. Louis faculty to serve three-year staggered terms so that no more than one of the two elected members will be replaced or reelected in any year. . .

**Proposed Version:**

300.040 A.4 -- The Intercampus Faculty Council -- . . . Two of the three shall be elected by the University of Missouri-St. Louis Faculty to serve **two-year** staggered terms so that no more than one of the two elected members will be replaced or reelected in any year. . .

**Rationale:**

Silvia Madeo intended to propose this last Spring.

2.

**Current Version:**

300.040 C.1.i -- If a representative should resign from the University or from the Senate, the department or parallel unit, School, or College will elect a replacement by mail ballot conducted as in C.1.d and C.1.e. . .

**Proposed Version:**

300.040 C.1.i -- If a representative should resign from the University or from the Senate, the department, parallel unit, School, or College will select as a replacement the faculty member who received the next-highest number of votes. If no alternate is available another mail ballot will be conducted as in C.1.d and C.1.e. . .

**Rationale:**

There are too many replacements for mail ballots to be practical in every case.

3.

**Current Version:**

300.040 C.4 paragraph 4 -- All standing and ad hoc committees of the Senate shall be chaired by faculty; the chairs of the Committee on Committees and the Bylaws and Rules Committee shall be faculty Senators.

**Proposed Version:**

300.040 C.4 paragraph 4 -- All standing and ad hoc committees of the Senate shall be chaired by faculty; the chairs of the Committee on Committees and the Bylaws and Rules Committee shall be faculty Senators, and the chair of the Steering Committee shall be the Senate Chairperson.

**Rationale:**

Clarification

(Submitted by Jeanne Morgan Zarucchi-Continued)

4.

**Current Version:**

300.040 C.4.a -- Committee on Committees -- The Committee shall consist of one elected faculty Senator from each of the following units: Humanities, Natural Sciences/Mathematics, Social Sciences, Business Administration, Education, Nursing, Optometry, and such parallel units as may be created from time to time. . . .

**Proposed Version:**

300.040 C.4.a -- Committee on Committees -- The Committee shall consist of one elected faculty Senator from each of the following units: Humanities, Natural Sciences/Mathematics, Social Sciences, Business Administration, Education, Nursing, Optometry, and such parallel units as may be created from time to time, and one student . . . . .

**Rationale:**

A student should serve on the Committee on Committees.

5.

**Current Version:**

300.040 C.4.a.ii -- Committee on Committees -- It shall be the responsibility of the committee to nominate for election by the University Assembly: (1) faculty members of all standing committees of the Assembly; (2) faculty members of *ad hoc* committees of the Assembly, when so instructed by the Assembly. Where appropriate, the committee shall nominate members of *ad hoc* or standing state-wide committees for election by the Assembly or appointment by the Chancellor.

**Proposed Version:**

300.040 C.4.a.ii -- Committee on Committees -- -- It shall be the responsibility of the committee to nominate for election by the University Assembly: (1) faculty and student members of all standing committees of the Assembly; (2) faculty and student members of *ad hoc* committees of the Assembly, when so instructed by the Assembly. . . .

**Rationale:**

According to the proposal students serve on Senate committees and should be nominated by a member of Committee on Committees.

6.

**Current Version:**

300.040 D.4 paragraph 5 -- Committee of the Assembly -- In their deliberations the committees shall, when appropriate, consult with the Chancellor or other administrative officers; with representatives of the separate schools, colleges, and other parallel units which may be created from time to time; with departments and concerned faculty; and with students and student organizations. Committee recommendations shall be made to the Assembly or to the appropriate administrative officer.

(Submitted by Jeanne Morgan Zarucchi-Continued)

**Proposed Version:**

300.040 D.4 paragraph 5 -- Committee of the Assembly -- In their deliberations the committees shall, when appropriate, consult with the Chancellor or other administrative officers; with representatives of the separate schools, colleges, and other parallel units which may be created from time to time; with departments and concerned faculty; with students and student organizations; and with staff and staff organizations. . . .

**Rationale:**

Reference to staff has been included for consistency.

7.

**Current Version:**

300.040 D.4.b paragraph 3 -- Budget and Planning Committee -- . . . The committee shall report on its work at each Assembly meeting.

**Proposed Version:**

300.040 D.4.b paragraph 3 -- Budget and Planning Committee -- . . . The committee shall report on its work at each Assembly and each Senate meeting.

**Rationale:**

The Budget and Planning Committee should continue to report to each Senate meeting.

8.

**Current Version:**

300.040 D.4.f -- Committee on Computing and Instructional Technology -- The Committee shall consist of the Coordinator of Campus Computing (non-voting), one representative selected by the Staff Association, . . .

**Proposed Version:**

300.040 D.4.f -- Committee on Computing and Instructional Technology -- The Committee shall consist of the Coordinator of Campus Computing (non-voting); the Director of Telecommunications (non-voting); the Director of the Instructional Technology Center (non-voting); one representative selected by the Staff Association, . . .

**Rationale:**

These two individuals presently serve an important role on the Video and Instructional Technology Committee.

**DECEMBER 7, 1999**

**PROPOSED REVISION TO THE**

**FACULTY BYLAWS OF THE UNIVERSITY OF MISSOURI-ST. LOUIS**

Bd. Min. 3-19-71; Amended 10-12-73, 2-18-77, 12-15-78, 6-18-82, 2-11-83, 6-24-83, 5-4-84, 5-3-85, 7-29-88, 3-10-89, 6-22-90 & 5-3-91; Revised 1-29-92; 5-8-92, 5-6-93; 3-29-94; 3-24-95; 4-25-96; 5-29-97; 10-16-98; Amended 5-27-99.

**300.040 FACULTY BYLAWS OF THE UNIVERSITY OF MISSOURI-ST. LOUIS**

**A. FACULTY**

1. **Membership --** The Faculty of the University of Missouri-St. Louis shall consist of the President, the Chancellor, all persons with regular full-time academic appointments, and others elected by the faculty. Elected members so designated by the faculty shall be non-voting members.

2. **Functions --** The Faculty of the University of Missouri-St. Louis, together with appropriate administrative officers, shall bear responsibility for recommending and implementing educational policy, particularly in areas of curriculum, degree requirements, methods of instruction, research, requirements for admission, student affairs, and faculty status. The Faculty may make recommendations to the Chancellor concerning general policy matters affecting the University. Where appropriate, the Faculty may delegate its responsibility to separate schools, colleges, or such other parallel units as may be created from time to time, to the Faculty [Senate], and to the [University Assembly] within the University of Missouri-St. Louis.

3. **Meetings --** The Faculty of the University of Missouri-St. Louis shall meet at least twice each year and at such additional times as the President, Chancellor, or the Faculty itself may determine. Upon written request of twenty-five members of the Faculty, the Chancellor shall call a meeting within two weeks.

a. The President, or in the President's absence, the Chancellor, or in the Chancellor's absence, a member of the Faculty designated by the Chancellor shall preside at each faculty meeting.

b. A quorum shall consist of ten percent of the voting members of the Faculty.

c. Proceedings in Faculty meetings shall be in accordance with the rules set forth in the most recent edition of *Robert's Rules of Order* except where otherwise provided for in these Bylaws or the regulations of the University of Missouri-St. Louis.

d. The Chancellor shall appoint each year a Secretary of the Faculty who shall keep an official record of the proceedings of each meeting and shall transmit copies of the minutes to each member of the faculty. A copy of the official minutes shall be kept on file in the offices of the Registrar and the Vice Chancellor for Academic Affairs and shall be available to each member of the Faculty.

4. The Intercampus Faculty Council-- Three campus representatives will serve on the Intercampus Faculty Council. Two of the three shall be elected by the University of Missouri-St. Louis faculty to serve three-year staggered terms so that no more than one of the two elected members will be replaced or reelected in any year. The Senate Chairperson shall serve as an ex officio member of the Intercampus Faculty Council.

## **B. STUDENT BODY**

1. Membership -- The student body of the University of Missouri-St. Louis shall consist of all persons who are officially enrolled as regular full-time or part-time students in the University of Missouri-St. Louis.

2. Functions -- The student body shall have the responsibility to participate in the recommending and implementing of educational policy, particularly in the areas of academic and student affairs. The student body may, through its official representatives, make recommendations to the Vice Chancellor of Student Affairs or the Chancellor concerning general policy matters affecting the University of Missouri-St. Louis.

## **C. FACULTY SENATE OF THE UNIVERSITY OF MISSOURI-ST. LOUIS**

(Hereinafter referred to as Senate)

1. Membership -- The voting members of the Senate shall consist of elected voting representatives of the full-time regular and non-regular faculty and, as non-voting members, the Chancellor; the Vice Chancellor for Academic Affairs; and the Dean of the Graduate School.

a. For the purposes of Senate membership, the word "faculty" includes all those with full-time regular appointments as well as those with non-regular academic appointments who have at least 50% teaching or research responsibilities per year and one of the following terms in their titles: adjunct professor, visiting professor, clinical professor, research professor (professor to include assistant and associate ranks), lecturer, instructor or specialist.

b. Faculty so defined will have all the privileges of Senate participation including the right to vote on Senate membership, to be nominated for Senate membership, and to serve in the Senate and on Senate committees. Faculty so defined will be counted in apportioning Senate at-large representation, and hereinafter will be referred to as "faculty" to differentiate them from the Faculty as a whole.

c. Elected faculty members of the Senate shall serve three-year staggered terms with one-third of the body elected by the faculty annually. Any elected member of the Senate may be re-elected. The term of office of all Senators shall begin on the first day of August following their election.

d. Each department or parallel unit of the College of Arts and Sciences, Barnes College of Nursing, School of Business, School of Education, and School of Optometry and other parallel units with at least five tenured or tenure-track faculty will elect one representative by mail ballot distributed and tallied by the Faculty Senate.



e. Following the election of the department and parallel unit representatives, an election will be held by mail ballot distributed and tallied by the Faculty Senate in each College and School for at-large representatives. The number of at-large representatives will be determined by the number of faculty (as determined in C.1.a) and as determined at the beginning of each fall semester with each specified school or college having a minimum of one at-large representative.

i. Each College faculty will vote for its College representatives and each School faculty will vote for representatives of its School.

ii. The total number of at-large College and School representatives will be one-third of the number of representatives in C.1.d.

iii. For the purpose of determining the allocation of at-large seats, a faculty member with a joint appointment shall be counted as a member of the unit which receives the greater share of the faculty member's time. If a joint appointee's time is equally distributed between units, the faculty member may select the unit in which to be counted. However, a joint appointee who is serving a continuing term on the Senate will be assigned to the unit from which he/she was originally elected to the Senate. Joint appointees may vote only on the nominating ballot of the unit in which they are counted in determining the allocation of Senate seats.

f. Each newly established academic department/unit with at least five tenured or tenure-track faculty will receive representation as spelled out in C.1.d and C.1.e.

g. Elections of all Faculty representatives shall occur before April 1 of each year.

h. A subcommittee of the Senate Steering Committee (4.b) shall be established to supervise the election of faculty members to the Senate and distribute and tally the ballots. The Subcommittee shall consist of the Senate Chairperson; the Chairperson of the Committee on Committees; and the Senate Secretary, who shall maintain a complete record of the votes received by all candidates.

i. If a representative should resign from the University or from the Senate, the department or parallel unit, School, or College will elect a replacement by mail ballot conducted as in C.1.d and C.1.e. If a Senator should take a leave of absence for an academic year, an alternate shall be selected in the same manner to serve only during the duration of the leave of absence.

j. If an elected faculty Senator qualifies for service as an ex officio Senator, he/she will be moved immediately into the ex officio category. In accordance with the bylaws, a replacement will be designated to serve for the remainder of the academic year in which the vacancy occurs if the ex officio status is permanent. The balance (if any) of the faculty member's elected term will be filled at the next spring election of Senators.

2. Functions -- It shall be the responsibility of the Senate to exercise those functions of the Faculty (see Section 300.040 A.2) not reserved by the Faculty as a body or specifically delegated to the University Assembly (Section 300.040 D).

**3. Meetings and Officers --** The Senate shall meet regularly each month during the academic year or in special meetings as called by the Steering Committee of the Senate. The Steering Committee shall call a special meeting of the Senate on request of the Chancellor or of any five members of the Senate. Proceedings in Senate meetings shall be in accordance with the rules set forth in the most recent edition of *Robert's Rules of Order*. A quorum shall consist of a majority of the elected faculty Senators. Following each election, the newly-constituted Senate shall meet for the sole purpose of selecting the Senate Chairperson, the Secretary of the Senate, and the Committee on Committees.

a. The elected officers of the Senate shall be the Senate Chairperson, who must be a voting faculty Senator, and the Secretary of the Senate, who must be a voting faculty Senator. The elected officers of the Senate shall serve for one year, beginning on the first day of August following their election. The elected officers may be re-elected.

b. The Senate Chairperson, or in the Chairperson's absence a voting member of the Senate designated by the Chairperson, shall be the presiding officer at each meeting of the Senate.

c. The Secretary of the Senate shall distribute the agenda to all members of the Senate at least three working days in advance of each meeting, shall keep minutes of each meeting of the Senate, and shall distribute a copy of the minutes of each meeting to all members of the Senate. The Secretary shall also maintain the official roster of the Senate, and shall collect annual reports on committee activities, which shall be submitted in written form by each committee chairperson no later than May 10 of each year.

**4. Committees of the Senate --** All members of the Faculty (as defined in C.1.a), Administration, and Staff shall be eligible to serve on Senate committees. Students who satisfy the eligibility requirements for service on the Assembly shall also be eligible to serve on Senate committees. With the exception of the Committee on Committees and Steering Committee, faculty members of the standing committees of the Senate shall be elected each year at the second organizational meeting of the Senate.

Faculty members of all standing Senate committees shall be elected by all voting members of the Senate.

Student members of standing Senate committees shall be elected by voting student members of the Assembly.

All standing and *ad hoc* committees of the Senate shall be chaired by faculty; the chairs of the Committee on Committees and the Bylaws and Rules Committee shall be faculty Senators.

At least one elected member of each standing and *ad hoc* committee of the Senate shall be a voting faculty Senator. Faculty members of all standing committees except the Committee on Committees shall be elected for two-year terms, with half the faculty members to be replaced each year. Student members of all standing committees shall be elected for one-year terms which may be renewed. Each standing and *ad hoc* committee shall be convened by the Senate Chairperson. As its first order of business, each standing and *ad hoc* committee shall elect a chairperson. If a faculty member of a Senate

committee is to take a leave (year's) of absence (or semester's leave in the case of the independent Fall and Winter panels of the committee on Research), a substitute shall be elected to serve for the entire academic year during which the leave is taken. A replacement will be elected to complete the remainder of the unexpired term of a committee member who becomes unable or ineligible to continue serving on a Senate committee.

Newly elected members of standing Senate committees shall assume office on the first day of August following their election unless completing the unexpired term of another member.

In their deliberations the committees shall, when appropriate, consult with the Chancellor or other administrative officers; with representatives of the separate schools, colleges, and other parallel units which may be created from time to time; with departments and concerned faculty; and with students and student organizations. Committee recommendations shall be made to the Senate or to the appropriate administrative officer.

The Senate shall establish the following standing committees:

a. Committee on Committees -- The Committee shall consist of one elected faculty Senator from each of the following units: Humanities, Natural Sciences/Mathematics, Social Sciences, Business Administration, Education, Nursing, Optometry, and such parallel units as may be created from time to time. The members of the Committee shall serve for one year. They shall be elected at a special meeting of the Senate called each spring, immediately following the election of the Senate. The Committee shall be convened by the newly elected Senate Chairperson, who shall assist the Committee with electing its chairperson. The Committee on Committees shall be responsible for nominating for election all faculty members of the committees of the Senate and the University Assembly. The chair of the Committee shall be a faculty Senator.

i. It shall be the responsibility of the committee to nominate for election by the Senate: (1) faculty members of all standing committees of the Senate; (2) faculty members of *ad hoc* committees of the Senate, when so instructed by the Senate. Where appropriate, the committee shall nominate members of *ad hoc* or standing statewide committees for election by the Senate or appointment by the Chancellor.

ii. It shall be the responsibility of the committee to nominate for election by the University Assembly: (1) faculty members of all standing committees of the Assembly; (2) faculty members of *ad hoc* committees of the Assembly, when so instructed by the Assembly. Where appropriate, the committee shall nominate members of *ad hoc* or standing statewide committees for election by the Assembly or appointment by the Chancellor.

iii. In preparing lists of nominees, the Committee may consult with the Chancellor, the Vice Chancellors, the academic deans or equivalent, and department chairpersons.

iv. Nominations made by the Committee shall be presented to the Senate or University Assembly as relevant. Members of the Senate shall have the right to make additional nominations from the floor for Senate committees. Members of the Assembly shall have the right to make additional nominations from the floor for Assembly committees.

b. Steering Committee of the Faculty Senate and University Assembly (hereinafter referred to as the Steering Committee) -- The Steering Committee shall consist of the Senate Chairperson, who shall serve as Chairperson of the Steering Committee, the Chancellor, the Secretary of the Senate, and three elected Senators. Chairs of Senate and Assembly Committees will be asked to attend Steering Committee meetings when their committees have items for the agenda of the next Senate or Assembly meeting. It shall be the responsibility of the Steering Committee:

i. To call regular and special meetings of the Senate and Assembly and to prepare the agenda prior to each meeting.

ii. To coordinate the work and activities of the Senate and Assembly and of Senate and Assembly committees.

iii. To meet regularly and frequently with the Chancellor to discuss matters of policy concerning the University of Missouri-St. Louis.

iv. As an agency of the Senate and Assembly, to maintain avenues of communication with the Faculty and student body of the University of Missouri-St. Louis, with campus administrative officers and the governing board of the University.

v. To establish all guidelines for elections for membership in the Senate and Assembly and to supervise said elections.

During the month of April the Steering Committee shall examine its membership to determine which members will be absent during the summer session. Steering Committee members who will be absent shall designate their replacement from among the members of the Senate. If the Chairperson and/or Secretary of the Senate shall be absent, a summer replacement will be elected at the Steering Committee's April meeting. The minutes of that meeting shall include the summer roster. In the event of the need for emergency action during the summer, the Steering Committee will be empowered to act in behalf of the Senate and Assembly and will be obligated to report its action to the Senate and Assembly in the fall.

c. Committee on Curriculum and Instruction -- The Committee shall consist of the Vice Chancellor for Academic Affairs (non-voting); the Director of Admissions (non-voting); two students; and one faculty member from each of the following units: Humanities, Natural Sciences/Mathematics, Social Sciences, Business Administration, Education, Nursing, Optometry, and such parallel units as may be created from time to time.

i. The committee shall have general responsibility for recommending to the Senate policies and procedures in the areas of curriculum and instruction. It shall also recommend policies regarding graduation requirements, special honors programs, and academic publications such as catalogs and schedules of courses. Furthermore, it shall also recommend general policies and procedures governing the evaluation of academic instruction and advisement.

ii. The committee also shall regularly recommend to the Senate the calendar of the University. It shall recommend policies relating to schedules of classes and final examination schedules. Departures from calendars and examination schedules will be cleared through this committee.

iii. New degrees and degree programs proposed by the separate schools, colleges, or such other parallel units as may be created from time to time, shall be submitted by the appropriate dean or equivalent to the Committee for recommendation to the Senate.

iv. Curricular additions and changes will be sent by the appropriate dean or equivalent to the Committee to be examined for overlap and duplication. In the absence of overlap and/or duplication, such proposals will be reported to the Senate.

d. Committee on Appointments, Tenure, and Promotion --The Committee shall consist of full professors holding tenure appointments. There shall be one member on the Committee elected from each of the following units: Humanities, Natural Sciences/Mathematics, Social Sciences, Business Administration, Education, Nursing, Optometry, and such parallel units as may be created from time to time. There shall also be two members elected at large from the campus. The Committee shall elect a chairperson from among its members.

i. Initial academic appointments to the University of Missouri-St. Louis recommended as tenure appointments shall be submitted by the Department or Division concerned through the Dean or equivalent of the appropriate school, college, or other parallel unit. The Dean or equivalent shall forward the Department's or Division's recommendations with the Dean's or equivalent's own recommendations for approval or disapproval. After consideration, the Committee on Appointments, Tenure, and Promotion shall submit its recommendations to the Chancellor.

ii. Tenure recommendations for Faculty holding term appointments, and recommendations for promotion above the rank of assistant professor, shall be made in accordance with the procedure outlined above.

iii. It shall be the responsibility of this committee, together with the appropriate administrative officers, to establish, develop, and maintain in all areas of the University the highest standards of faculty quality.

e. Committee on Research -- The Committee shall consist of two panels, one meeting in the Fall semester and the other meeting in the Winter semester. Each panel shall include the senior campus research administrator (non-voting); five faculty members

from the College of Arts and Sciences (and no more than two from any one division of the College); and one faculty member from each of the following units: Business Administration, Education, Nursing, Optometry, and such parallel units as may be created from time to time.

i. The Fall and Winter panels shall meet jointly in the Fall to elect a committee chairperson, to clarify program objectives, to coordinate deadlines, to set guidelines for research proposals and awards, and to recommend policy to the senior-campus-research administrator. The panels shall meet separately to elect their respective panel leaders in the Fall. Thereafter, the panels shall meet during their semester of service to advise and make recommendations on:

(1) Competitions for internal grant funds, including financial support during the Summer and during research leaves, support for research assistants, grants for equipment and supplies, and funds for travel to research locations, and

(2) Nominations for campus, University, and external research awards that are available campus-wide.

ii. The panels shall also meet jointly after the Winter panel has completed its work in order to review procedures and develop recommendations for the following year's committee to consider.

iii. The committee chairperson shall vote only as a member of the panel to which he/she has been elected.

iv. Panel members are ineligible to receive funding and awards under the jurisdiction of the panel on which they serve during the period of their service on the panel. The committee chairperson is ineligible to receive funding and awards under the Committee's jurisdiction during the entire year of his/her service as chairperson.

f. Committee on University Libraries -- The Committee shall consist of the Director of Libraries (non-voting); eight faculty members elected by the Senate, no more than five of whom may be from a single college, school, or other parallel unit; and two students. The Committee shall:

i. Advise the Director of Libraries on policy issues, including budgetary issues;

ii. Serve as a liaison between the libraries and the University community via the University Senate;

iii. Advise the University administration about policies and recommendations adopted by the Senate or the Committee; and

iv. Consider any matter referred by the Senate, the Director of Libraries, or any member of the campus community.

g. Committee on Faculty Teaching and Service Awards -- The Committee shall consist of the following faculty members elected by the Senate: five faculty members from the College of Arts and Sciences (no more than two from any one division of the

College); one faculty member from each of the following units: Business Administration, Education, Nursing, Optometry, and such parallel units as may be created from time to time; and two students. The Committee shall:

- i. Formulate and publish guidelines for campus, University, and external teaching and service awards that are available campus-wide;
- ii. Solicit nominations for these awards; and
- iii. Recommend candidates to the Chancellor.

Members of the Committee are ineligible to receive awards under the Committee's jurisdiction during the entire period of their service on the Committee.

**h. Committee on the Assessment of Educational Outcomes --** The Committee shall consist of the Vice Chancellor for Academic Affairs (non-voting); the administrative appointee in charge of assessment (non-voting); two students; and the following faculty elected by the Senate: one faculty member from each of the following units: Humanities, Natural Sciences/Mathematics, Social Sciences, Business Administration, Education, Nursing, Optometry, and such parallel units as may be created from time to time.

The Committee shall have the general responsibility of making recommendations concerning policies in the area of assessment of educational outcomes and related matters. The Committee shall also regularly review and advise on policies and procedures in this area and recommend changes when appropriate.

**i. Academic Advisory Committee --** The committee shall consist of the Vice Chancellor for Academic Affairs and the following faculty elected by the Senate: one faculty member from each of the following units: Humanities, Natural Sciences/Mathematics, Social Sciences, Business Administration, Education, Nursing, Optometry, and such parallel units as may be created from time to time.

The Committee shall have the general responsibility of making recommendations to the Vice Chancellor of Academic affairs on academic issues affecting the University.

**j. Committee on Bylaws and Rules for the Faculty Senate and University Assembly --** The Committee shall consist of six faculty members elected by the Senate who are broadly representative of the Faculty, and two students. The Committee shall:

- i. Receive all proposals for Bylaws changes, review proposed Bylaws changes, and initiate the process of Bylaws changes as smoothly and infrequently as possible.
- ii. Recommend interpretation of the Bylaws upon the written request of the Senate Chairperson, and report its conclusions to the Senate.
- iii. Compile and maintain a current set of Senate Operating Rules, consider changes in Operating Rules, and report recommendations regarding Operating Rules to the Senate.

iv. The Committee may initiate proposals for Bylaws changes.

v. The Committee shall recommend approval or disapproval of each proposed Bylaws change within two Senate meetings following receipt of the proposal.

k. *Ad Hoc* Committees -- As the need arises, the Senate shall establish or recommend to the Chancellor establishment of *ad hoc* committees.

i. *Ad Hoc* Senate committees shall be established through Senate approval of nominees selected by the Senate Committee on Committees or by nomination from the floor of the Senate. The faculty composition for each *ad hoc* committee shall be determined by the Faculty Senate.

ii. *Ad Hoc* Administration - Senate Committees shall be recommended to the Chancellor by the Senate to include a specific number of appointed and elected members. The faculty elected members shall be chosen by the Senate as provided above.

l. University Wide and Statewide Committees -- Reports from University wide and statewide committees may be presented to the Senate. Whenever possible, representatives of the University of Missouri-St. Louis serving on University wide and/or statewide committees should advise the Senate Steering Committee if a report to the Senate is necessary.

#### 5. Amendments

a. Proposed changes to these Bylaws shall be submitted to or initiated by the Bylaws and Rules Committee, which will follow the relevant procedures outlined above (C.4.j) and then provide them in written form to the Faculty Senate or University Assembly as appropriate. The appropriate body shall then recommend passage or rejection of the proposed amendment(s) by majority vote. Upon passage of an amendment by the Senate or Assembly, the Chancellor shall submit the proposed change in writing to the Faculty of the University of Missouri-St. Louis. Bylaws changes recommended by the Senate or Assembly shall be adopted by a majority of votes cast by the Faculty. Ballots shall be mailed individually to all persons eligible to vote.

b. Senate Operating Rules may be amended by majority vote of the Senate.

c. Assembly Operating Rules may be amended by majority vote of the Assembly.

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#### D. UNIVERSITY ASSEMBLY OF THE UNIVERSITY OF MISSOURI-ST. LOUIS

(Hereinafter referred to as Assembly)

1. Membership -- The voting members of the Assembly shall consist of the elected members of the Faculty Senate; the Chancellor; the Vice Chancellor for Academic Affairs; the Dean of the Graduate School; the Vice Chancellor for Student Affairs; the Dean of Continuing Education; student representatives equal in number to one-third of



the Faculty members of the Assembly; and three staff members, including the President of the Staff Association. Non-voting members shall consist of vice chancellors not already included, deans of all colleges and schools (whether or not their faculties are represented), the Director of the Libraries, and the President of the Student Government Association.

Elected faculty members of the Assembly shall serve three-year staggered terms co-terminous with their service in the Faculty Senate. Elected student members of the Assembly will serve a term of one year and shall be elected by the student body each year. Any elected member of the Assembly may be re-elected. The term of office of all Senators shall begin on the first day of August following their election. Staff members will be selected by the Staff Association.

Each year during the winter semester student members shall be elected at large without regard to departmental, school, college, or divisional affiliation. To qualify for service on the Senate, a student must be enrolled in good standing, must not be on disciplinary probation, must have a cumulative grade point average calculated by the University of Missouri-St. Louis to be at least 2.0, and must have completed a minimum of nine hours of academic credit at the University of Missouri-St. Louis. Qualified students who are interested in becoming members of the Senate shall make their candidacy known to the Vice Chancellor for Student Affairs by March 1 of each year. The Vice Chancellor shall verify that the candidates satisfy all requirements for service on the Senate. Not later than March 15 of each year, duly registered students shall elect the appropriate number of student senators from the list of eligible candidates making themselves available. Only eligible students who file their candidacy in advance may be elected.

2. Functions -- It shall be the responsibility of the Assembly to exercise those functions of the faculty (see Section 300.040 A.2) delegated by the Faculty as a body.

3. Meetings and Officers -- The Assembly shall meet regularly every other month during the academic year or in special meetings as called by the Steering Committee of the Faculty Senate and the University Assembly (hereinafter referred to as the Steering Committee). The Steering Committee shall call a special meeting of the Assembly on request of the Chancellor or of any five members of the Assembly. Proceedings in Assembly meetings shall be in accordance with the rules set forth in the most recent edition of Robert's Rules of Order. A quorum shall consist of a majority of the elected representatives.

a. The elected officers of the Assembly shall be the same as those for the Faculty Senate.

b. The Chairperson, or in the Chairperson's absence a voting member of the Assembly designated by the Chairperson, shall be the presiding officer at each meeting of the Assembly. The Secretary shall distribute the agenda to all members of the Assembly at least three days in advance of each meeting, shall keep minutes of each meeting of the Assembly, and shall distribute a copy of the

minutes of each meeting to all members of the Assembly. The Secretary shall also maintain the official roster of the Assembly, and shall collect annual reports on committee activities, which shall be submitted in written form by each committee chairperson no later than May 10 of each year.

4. Committees of the Assembly -- All members of the Faculty (as defined in C.1.a), Administration, and Staff shall be eligible to serve on Assembly committees. Students who satisfy the eligibility requirements for service on the Assembly shall also be eligible to serve on Assembly committees. The standing committees of the Assembly shall be elected each year at the first organizational meeting of the Assembly.

Faculty and student members of all standing Assembly committees shall be elected by all voting members of the Assembly. Staff members shall be selected by the Staff Association.

At least one elected member of each standing and *ad hoc* committee of the Assembly shall be a voting faculty Senator. Faculty members of all standing committees except the Committee on Committees and the Budget and Planning Committee shall be elected for two-year terms, with half the faculty members to be replaced each year. Student members of all standing committees shall be elected for one-year terms which may be renewed. Each standing and *ad hoc* committee shall be convened by the Senate Chairperson. As its first order of business, each standing and *ad hoc* committee shall elect a chairperson. If a faculty member of an Assembly committee is to take a leave of absence, a substitute shall be elected to serve for the entire academic year during which the leave is taken. A replacement will be elected to complete the remainder of the unexpired term of a committee member who becomes unable or ineligible to continue serving on a Senate committee

Newly elected members of standing Assembly committees shall assume office on the first day of August following their election unless completing the unexpired term of another member.

In their deliberations the committees shall, when appropriate, consult with the Chancellor or other administrative officers; with representatives of the separate schools, colleges, and other parallel units which may be created from time to time; with departments and concerned faculty; and with students and student organizations. Committee recommendations shall be made to the Assembly or to the appropriate administrative officer.

The Steering Committee of the Senate shall serve the same function for the University Assembly.

The Assembly shall establish the following standing committees:

- a. Administrator Evaluation--the Administrator Evaluation Committee shall annually conduct an evaluation of administrators on the UM-St. Louis campus.
  - i. This committee shall be chaired by a faculty member.

ii. This committee shall consist of at least five faculty members representing at least three schools or colleges, one student, and one staff member.

iii. This committee is responsible for distributing an approved evaluation form to the faculty of the UM-St. Louis, collecting forms, and tabulating the results.

iv. This committee shall present the results to the Steering Committee for review. Upon approval of a report, the report is to be distributed to all members of the Assembly.

b. **Budget and Planning Committee** -- The voting members of the Committee shall consist of the Chancellor, who shall serve as Chairperson; the Senate Chairperson; the President of the Staff Association; two students; and one faculty member from each of the following units: Humanities, Natural Sciences/Mathematics, Social Sciences, Business Administration, Education, Nursing, Optometry, and such parallel units as may be created from time to time. Faculty representatives shall be elected by the Assembly for staggered three-year terms. Ex-officio, non-voting members shall include the vice chancellors for Academic Affairs; Managerial and Technological Services; Administrative Services; University Relations; and Student Affairs.

This committee is a response to the mandate of Section 140.020 of the Collected Rules: "Faculty must be meaningfully involved through regular on-going mechanisms with the total University fiscal situation. Appropriate committees with faculty members at the system and campus levels shall be created and designated to advise in education planning, to appraise resource needs and fiscal conditions, and to advise on allocation and reallocation of resources."

The committee shall examine general budgetary allocations and priorities, shall consider questions relating to the development of the University of Missouri-St. Louis and to the University of Missouri as a whole, and shall make recommendations on development and fiscal matters to the Chancellor. The committee shall report on its work at each Assembly meeting.

c. **Committee on Recruitment, Admissions, Retention, and Student Financial Aid** - The Committee shall consist of the Vice Chancellors for Academic Affairs and Student Affairs (both non-voting), the Director of Admissions (non-voting), the Director of Student Financial Aid (non-voting), six faculty members and two student members. The Committee shall be chaired by a faculty member. The Committee shall:

i. Recommend policies and procedures to the Assembly, the Director of Admissions, and the Director of Student Financial Aid regarding recruitment, admissions, retention, and student financial aid;

ii. Monitor recruitment, admissions, retention, and student financial aid activities and report on a regular basis to the Assembly; and

iii. Rule on appeals made by applicants regarding admission to the University and student financial aid.

d. **Committee on Student Affairs and Student Publications** -- The Committee shall consist of the Vice Chancellors for Student Affairs and Administrative Services (both non-voting), the President of the Student Government Association (non-voting), the Editor of the Current, the Advisor to the Current (non-voting), four faculty members and four student members. Its members shall be broadly representative of the various academic disciplines, schools, colleges, and other parallel units which may be created from time to time.

The Committee on Student Affairs and Student Publications shall be responsible for recommending and reviewing policy in the areas of non-academic regulations and student services, and for advising the Vice Chancellor of Student Affairs, and for recommending and reviewing policy concerning student publications which are directly funded by the University. The responsibilities of the committee may be exercised by subcommittees established in any of the above areas. Faculty and staff members with administrative responsibilities in these areas shall be members of the subcommittees dealing in those areas. This charge does not contradict nor supersede the explicit charge of any of the other standing committees of the Assembly.

e. **Committee on Physical Facilities and General Services** -- The Committee shall consist of the Vice Chancellor for Administrative Services (non-voting), six faculty members including at least one from the north and one from the south campus, three students, and one representative selected by the Staff Association.

The committee shall have general responsibility for recommending to the Assembly policies and procedures in the areas of campus facilities and general services. It shall act in an advisory and fact-finding capacity for the planning of physical facilities, review and report priority matters relating to maintenance, construction, and support services to the Assembly and review and process complaints and suggestions regarding physical facilities and services.

f. **Committee on Computing and Instructional Technology** -- The Committee shall consist of the Coordinator of Campus Computing (non-voting), one representative selected by the Staff Association, two students, and one faculty member from each of the following units: Humanities, Natural Sciences/Mathematics, Social Sciences, Business Administration, Education, Nursing, Optometry, and such parallel units as may be created from time to time.

i. The Committee shall be responsible for reviewing general policy issues regarding campus computing and video instruction, including on-campus computer classrooms and laboratories and their maintenance, scheduling, and supporting resources and for monitoring the quality and effectiveness of video and instructional technology.

- ii. Provide advice regarding video production programming.
- iii. Provide advice on acquisitions of audio-visual and video telecommunications equipment for the campus and provide input on campus policies and operational procedures related to facility and equipment utilization and services.
- iv. Coordinate the activities of video-enhanced instruction on the campus for the purpose of securing funding.
- v. Serve as an advisory body for the development and implementation of video technology as a component of integration with digital voice and data systems, both on the campus and in the University of Missouri System.
- vi. Oversee distance learning policy, including but not limited to property rights of Faculty and workload and credit implications for Faculty.

The Committee shall present timely reports and recommendations to the Assembly and to the Coordinator of Campus Computing. The Committee shall coordinate with the Committee on University Libraries and with any other committees on telecommunications and technology on issues of mutual concern.

g. *Ad Hoc* Committees -- As the need arises, the Assembly shall establish or recommend to the Chancellor establishment of *ad hoc* committees. *Ad Hoc* Assembly committees shall be established through Assembly approval of nominees selected by the Senate/Assembly Committee on Committees or by nomination from the floor of the Assembly. The composition for each *ad hoc* committee shall be determined by the University Assembly.

h. University Wide and Statewide Committees -- Reports from University wide and statewide committees may be presented to the Assembly. Whenever possible, representatives of the University of Missouri-St. Louis serving on University wide and/or statewide committees should advise the Steering Committee if a report to the Assembly is necessary.

## E. AMENDMENTS

1. Proposed changes to the Bylaws shall be submitted in written form to the Faculty, either following approval by the Faculty Senate (as outlined in C.5) or by petition signed and submitted by at least fifteen percent (15%) of the Faculty (as defined in C.1.a). Bylaw changes shall be adopted by a majority of the votes cast by the Faculty.

**REPORT FROM THE CURRICULUM AND INSTRUCTION COMMITTEE  
December 7, 1999**

- I. The Committee has established 5 p.m. on Friday, March 3, 2000, as the deadline by which all curricular proposals, to be reviewed in the current academic year, must arrive in the Office of Academic Affairs. Early submissions are encouraged.
- II. Academic Calendars
- A. Proposed changes to the previously approved Academic Calendars for 1999-2000 and 2000-2001.
- B. Proposed Academic Calendar for 2001-2002.
- III. The Committee recommends Senate approval for the following proposals:
- A. Change in Degree Requirements
1. Revision to the Specific Requirements -- Bachelor of Science in Management Information Systems
- B. Change in Minor
1. American Studies Minor
  2. Requirements for the Minor-Philosophy
- IV. Housekeeping:
- A. Change in Degree Requirements
1. Bachelor of Science in Physics
  2. Bachelor of Arts in Economics
  3. Bachelor of Science in Economics
- V. The Committee wishes to inform the Senate of the following course actions that were effected by the Committee:

<b>Curricular Designation/Number</b>	<b>Add/Drop/Change</b>	<b>Course Title</b>	<b>Credit Hours</b>
Anthropology 005	Change in description	Human Origins	4
Anthropology 005a	Change in description	Human Origins	3
Biology 310	Change in prerequisite	Cell Physiology	3
Biology 316	Change in prerequisite	Parasitology	3
Biology 360	Change in prerequisite	Techniques in Electron Microscopy	5
Biology 388	Change in description	Biometry	3
Chemistry 376	Add	Interdisciplinary Topics in Biochemistry	3

REPORT FROM THE CURRICULUM AND INSTRUCTION COMMITTEE

December 7, 1999

Page 2

Curricular Designation/Number	Add/Drop/Change	Course Title	Credit Hours
CNS ED 495	Change in prerequisite	Foundations for Multicultural Counseling	3
Economics 261	Change in title, hours, description	The Economics of Poverty and Income Inequality (formerly The Economics of Poverty and Income Maintenance)	<del>1-6</del> (formerly 3)
Gerontology 111	Drop	Issues in Geriatric Health Care	2
Gerontology 311	Drop	Physiology of Aging	3
Interdisciplinary 102	Change in description	Women, Gender, and Diversity	3
Nursing 010	Add	Orientation to Professional Nursing	0
Nursing 207	Drop	Information Management in Nursing	2
Nursing 345	Drop	Management of Clients with Complex Needs	8
Nursing 355	Drop	Leadership in Health Care Delivery Systems	8
Nursing 360	Drop	Nursing Seminar	3
Nursing 416	Drop	Nursing Practice Theories and Models	3
Nursing 480	Add	Guided Nursing Research Seminar	3-6
Nursing 485	Add	Nursing Research I: Quantitative Methods in Nursing Research	3
Nursing 487	Add	Integrative Review of Nursing Literature	3
Nursing 488	Add	Qualitative Methods in Nursing Research	3
Nursing 490	Add	Nursing Research II: Advanced Methods in Nursing Research	3
Nursing 491 (formerly 415)	Change in number, title, prerequisite, description	Nursing Theory Analysis and Development (formerly Conceptual Structure of Nursing)	3
Nursing 492 (formerly 485)	Change in number, title, prerequisite, description	Nursing Research III: Quantitative Analysis of Nursing Data (formerly Issues and Methods in Quantitative Analysis in Nursing)	3
Nursing 493 (formerly 476)	Change in number, title, prerequisite, description	Psychometrics (formerly Instrument Development)	3
Nursing 498 (formerly 480)	Change in number, hours, prerequisite, description	Doctoral Seminar	1-12 (formerly 1-10)
Nursing 499	Change in prerequisite, description	Dissertation Research	1-12
Optometry 504	Change in prerequisite	Neuroanatomy	4
Optometry 505	Change in prerequisite	Geometric Optics	4
Physics 011	Change in prerequisite	Basic Physics	4
Physics 111	Change in prerequisite	Mechanics and Heat	5
Physics 112	Change in prerequisite	Electricity, Magnetism, and Optics	5
Sociology 102	Add	Women, Gender, and Diversity	3
Sociology 103 (formerly 102)	Change in number	Sex Roles in Contemporary Society	3

*Should have been 3. See memo to above*

**PROPOSED  
UNIVERSITY OF MISSOURI - ST. LOUIS  
ACADEMIC CALENDAR FOR 1999-2000**

<b>1999</b>	<b>FIRST SEMESTER</b>	
August 23	Monday, classes begin 8 a.m.	M 15
September 4	Saturday, Labor Day holiday begins 3 p.m.	T 16
September 7	Tuesday, classes resume 8 a.m.	W 15
November 23	Tuesday, Thanksgiving holiday begins 11 p.m.	R 14
November 29	Monday, classes resume 8 a.m.	F 14
December 8	Wednesday, classes end 11 p.m.	<b>Total 74</b>
December 9, 10	Thursday/Friday, Intensive study days*	
December 13	Monday, final examinations begin	
December 21	Tuesday, first semester closes end of day	

**2000**  
January 9 Sunday, mid-year commencement

<b>2000</b>	<b>SECOND SEMESTER</b>	
January 10	Monday, classes begin 8 a.m.	M 15
January 17	Monday, Dr. Martin Luther King holiday	T 15
March 25	Saturday, spring recess begins 5 p.m.	W 15
April 3	Monday, classes resume 8 a.m.	R 15
May 1	Monday, classes end 11 p.m.	F 15
May 2, 3	Tuesday/Wednesday, Intensive study days*	<b>Total 75</b>
May 4	Thursday, final examinations begin	
May 11	Thursday, second semester closes end of day	
May 13	Saturday, annual commencement	

\*Intensive study days -- no classes held, no exams scheduled

**Note: Students will not be allowed to enter courses (undergraduate and/or graduate) following the first week of a regular semester without the written consent of the instructor. (Effective Winter 2000)**

**2000 SUMMER SESSIONS**

**I. INTERSESSION (4 WEEKS)**

May 15	Monday, classes begin 8 a.m.
May 29	Monday, Memorial Day holiday
June 9	Friday, session closes end of day

**II. SUMMER SESSION 1 (8 WEEKS)**

June 12	Monday, classes begin 8 a.m.
July 4	Tuesday, Independence Day holiday
August 2, 3, 4	Wednesday/Thursday/Friday final examinations
August 4	Friday, session closes end of day

**III. SUMMER SESSION 2 (4 WEEKS)**

June 12	Monday, classes begin 8 a.m.
July 4	Tuesday, Independence Day holiday
July 7	Friday, session closes end of day

**IV. SUMMER SESSION 3 (4 WEEKS)**

July 10	Monday, classes begin 8 a.m.
August 4	Friday, session closes end of day

August 6 Sunday, summer commencement



**PROPOSED  
UNIVERSITY OF MISSOURI - ST. LOUIS  
ACADEMIC CALENDAR FOR 2000-2001**

<b>2000</b>	<b>FIRST SEMESTER</b>	
August 21	Monday, classes begin 8 a.m.	M 15
September 2	Saturday, Labor Day holiday begins 5 p.m.	T 16
September 5	Tuesday, classes resume 8 a.m.	W 15
November 21	Tuesday, Thanksgiving holiday begins 11 p.m.	TH 14
November 27	Monday, classes resume 8 a.m.	F 14
December 6	Wednesday, classes end 11 p.m.	<b>Total 74</b>
December 7, 8	Thursday/Friday, Intensive study days*	
December 11	Monday, final examinations begin	
December 19	Tuesday, first semester closes end of day	

**2001**  
January 14                      Sunday, mid-year commencement

<b>2001</b>	<b>SECOND SEMESTER</b>	
January 15	Monday, Dr. Martin Luther King holiday	M 15
January 16	Tuesday, classes begin 8 a.m.	T 15
March 24	Saturday, spring recess begins 5 p.m.	W 15
April 2	Monday, classes resume 8 a.m.	TH 15
May 7	Monday, classes end 11 p.m.	F 15
May 8, 9	Tuesday/Wednesday, Intensive study days*	<b>Total 75</b>
May 10	Thursday, final examinations begin	
May 17	Thursday, second semester closes end of day	
May 19	Saturday, annual commencement	

\*Intensive study days -- no classes held, no exams scheduled

**Note: Students will not be allowed to enter courses (undergraduate and/or graduate) following the first week of a regular semester without the written consent of the instructor. (Effective Winter 2000)**

**2001                      SUMMER SESSIONS**

**I. INTERSESSION (4 WEEKS)**

May 21                      Monday, classes begin 8 a.m.  
May 28                      Monday, Memorial Day holiday  
June 15                      Friday, session closes end of day

**II. SUMMER SESSION 1 (8 WEEKS)**

June 18                      Monday, classes begin 8 a.m.  
July 4                        Wednesday, Independence Day holiday  
August 8, 9, 10              Wednesday/Thursday/Friday final examinations  
August 10                      Friday, session closes end of day

**III. SUMMER SESSION 2 (4 WEEKS)**

June 18                      Monday, classes begin 8 a.m.  
July 4                        Wednesday, Independence Day holiday  
July 13                        Friday, session closes end of day

**IV. SUMMER SESSION 3 (4 WEEKS)**

July 16                        Monday, classes begin 8 a.m.  
August 10                      Friday, session closes end of day

August 12                      Sunday, summer commencement

**PROPOSED  
UNIVERSITY OF MISSOURI - ST. LOUIS  
ACADEMIC CALENDAR FOR 2001-2002**

<b>2001</b>	<b>FIRST SEMESTER</b>	
August 22	Wednesday, classes begin 8 a.m.	M 15
September 1	Saturday, Labor Day holiday begins 5 p.m.	T 15
September 4	Tuesday, classes resume 8 a.m.	W 15
November 20	Tuesday, Thanksgiving holiday begins 11 p.m.	TH 15
November 26	Monday, classes resume 8 a.m.	F 15
December 10	Monday, classes end 11 p.m.	<b>Total 75</b>
December 11	Tuesday, Intensive study day*	
December 12	Wednesday, final examinations begin	
December 20	Thursday, first semester closes end of day	

**2002**  
January 13                      Sunday, mid-year commencement

	<b>SECOND SEMESTER</b>	
January 14	Monday, classes begin 8 a.m.	M 15
January 21	Monday, Dr. Martin Luther King holiday	T 15
March 23	Saturday, spring recess begins 5 p.m.	W 15
April 1	Monday, classes resume 8 a.m.	TH 15
May 6	Monday, classes end 11 p.m.	F 15
May 7	Tuesday Intensive study day*	<b>Total 75</b>
May 8	Wednesday, final examinations begin	
May 16	Thursday, second semester closes end of day	
May 18	Saturday, annual commencement	

\*Intensive study days -- no classes held, no exams scheduled

Note: Students will not be allowed to enter courses (undergraduate and/or graduate) following the first week of a regular semester without the written consent of the instructor.

**2002                      SUMMER SESSIONS**  
**I. INTERSESSION (4 WEEKS)**

May 20                      Monday, classes begin 8 a.m.  
May 27                      Monday, Memorial Day holiday  
June 14                      Friday, session closes end of day

**II. SUMMER SESSION 1 (8 WEEKS)**

June 17                      Monday, classes begin 8 a.m.  
July 4                        Thursday, Independence Day holiday  
August 7, 8, 9              Wednesday/Thursday/Friday final examinations  
August 9                      Friday, session closes end of day

**III. SUMMER SESSION 2 (4 WEEKS)**

June 17                      Monday, classes begin 8 a.m.  
July 4                        Thursday, Independence Day holiday  
July 12                        Friday, session closes end of day

**IV. SUMMER SESSION 3 (4 WEEKS)**

July 15                        Monday, classes begin 8 a.m.  
August 9                      Friday, session closes end of day

August 11                      Sunday, summer commencement

SENATE PROPOSAL FORM FOR (check one):  
 CHANGE IN DEGREE REQUIREMENTS  
 CHANGE IN MINOR  
 CHANGE IN CERTIFICATE PROGRAM

MFB

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ROUTING:	Initials	Date
Academic Affairs	LVM 09	21 9
Graduate School (if applicable)		
Senate C & I	spe	11-11-99
Senate		
Academic Affairs		

FROM: School of Business Administration  
 Department

Signed: *Jan Colbell* 6/14/99  
 Department Chair Date

FROM: School of Business Administration  
 School or College

Signed: *Ray Balbes* 7/29/99  
 Dean Date

Title: Revision to the Specific Requirements --Bachelor of Science in Management Information Systems

Are other departments likely to be affected by this change? ( ) no (x) yes--Mathematics and Computer Science

*Raymond Balbes*  
 Raymond Balbes

Page number(s) 308-309 and year 1998-99 of most recent Bulletin listing.

Current Bulletin listing

Proposed Bulletin Listing

Rationale

**Specific Requirements-BS in Management Information Systems (BSMIS)**

Management Information Systems (MIS) are key building blocks of modern organizations. These systems play a crucial role in managing and organizing work. They provide inputs to managers for strategic and operational decision making. They also help organize and streamline processes to improve productivity and reduce cycle times. Thus, MIS plays a crucial role in enhancing the competitive position of an organization. MIS professionals play a vital role in re-engineering organizations for competing in the interconnected global markets of today. An MIS professional needs to acquire functional knowledge in different areas of business and an overall perspective on the objectives and mission of the organization. MIS professionals need to develop strong communication and analytical skills to understand and design business processes and systems. A wide xxx of technical and organizational skills are needed to effectively utilize the current information and communications technologies in developing business solutions. Some of the specific skills

variety

include systems analysis and design, database management, programming languages, telecommunication, decision support systems and management of systems. Besides developing technical skills, organizational skills are also very important for MIS professionals in implementing systems and the changes associated with the new systems.

Mission: The MIS area in the School of Business Administration at the University of Missouri-St. Louis endeavors to prepare high-potential students of diverse backgrounds for successful careers in the MIS profession. Careers in MIS may include programming, systems analysis and design, database administration, end user support, network administration, and management consulting. We seek to provide students with the skills to deal with the challenges confronting the MIS profession and to contribute to their solutions. Our faculty strive to further the practice and understanding of MIS through its teaching, ~~research~~, research and service to the profession. Facilities at the School, such as hi-tech case rooms, advanced computer labs, latest software tools, and infrastructure, help students understand and practice the latest in information systems technology.

For the BSMIS degree a student must complete at least seven (7) courses (twenty-one [21] hours) beyond required business core courses as specified below.

1. A student must complete 5 courses (15 hours)
  - a) Programming/File Structure Requirement (6 hours in either Track 1 or Track 2)
    - TRACK 1
    - BA 109 COBOL Programming and
    - BA 209 File Management
    - TRACK 2
    - BA 224 Managerial Applications of Object-Oriented Programming I and
    - BA 225 Managerial Applications of Object-Oriented Programming II
  - b) Analysis and Design Requirement (6 hours)
    - BA 215 Information Systems Analysis
    - BA 310 Information Systems Design
  - c) Database Requirement (3 hours)
    - BA 212 Database Management Systems
2. A student must complete two courses from the following to include at least one Business Administration (BA) course at the 300-level (6 hours):
2. A student must complete two courses from the following to include at least one Business Administration (BA) course at the 300-level (6 hours):

BA 109 COBOL Programming (if not used to fulfill requirements in 1A)  
BA 209 File Management (if not used to fulfill requirements in 1A)  
BA 224 Managerial Applications of Object-Oriented Programming I (if not used to fulfill requirements in 1A)  
BA 225 Managerial Applications of Object-Oriented Programming II (if not used to fulfill requirements in 1A)  
BA 304 The Management of Information Systems  
BA 305 Management of Telecommunications  
BA 306 Decision Support Systems  
BA 307 End-User Computing for Business Applications  
BA 344 Computer Applications in Accounting  
CS 240 Computer Hardware & Small Computer Systems I  
CS 241 Computer Hardware & Small Computer Systems II  
CS 332 Artificial Intelligence  
CS 376 Operating Systems  
BA 295/395 Business Administration Problems/Seminars  
BA 296 Independent Study  
BA 295, 296 & 395 are restricted to those courses offered and approved by the area faculty.

BA 109 COBOL Programming (if not used to fulfill requirements in 1A)  
BA 209 File Management (if not used to fulfill requirements in 1A)  
BA 224 Managerial Applications of Object-Oriented Programming I (if not used to fulfill requirements in 1A)  
BA 225 Managerial Applications of Object-Oriented Programming II (if not used to fulfill requirements in 1A)  
BA 304 The Management of Information Systems  
BA 305 Management of Telecommunications  
BA 306 Decision Support Systems  
BA 307 End-User Computing for Business Applications  
**BA 344 Computer Applications in Accounting\***  
**BA 351 Computer Applications in Finance\***  
CS 240 Computer Hardware & Small Computer Systems I  
CS 241 Computer Hardware & Small Computer Systems II  
CS 332 Artificial Intelligence  
CS 376 Operating Systems  
BA 295/395 Business Administration Problems/Seminars  
BA 296 Independent Study  
BA 295, 296 & 395 are restricted to those courses offered and approved by the area faculty.

Change made to allow either BA 344 or BA 351, but not both, to be counted as one of the "electives" toward the BS in MIS. Currently BA 344 (but not BA 351) can be counted.

\*Only one of BA 344 and BA 351 may be used for the requirement in 2.

SENATE PROPOSAL FORM FOR (check one)      ( ) CHANGE IN DEGREE REQUIREMENTS  
 (X) CHANGE IN MINOR  
 ( ) CHANGE IN CERTIFICATE PROGRAM

Page 1 of 9/10 RA

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**ROUTING**  
 Academic Affairs Lmm, 5/12/99  
 Graduate School \_\_\_\_\_  
 (if applicable)  
 Senate C&I me, 10-28-99  
 Senate \_\_\_\_\_  
 Academic Affairs \_\_\_\_\_

**Interdisciplinary**  
 Department Honors College  
 School or College \_\_\_\_\_

Signed: Martin Day Date 5-4-99  
 Chair \_\_\_\_\_

Signed: Robert M. Blum Date 3/1/99  
 Dean \_\_\_\_\_

**AMERICAN STUDIES MINOR**  
 Title of Degree/Minor/Certificate Program

Are other departments likely to be affected by this change? ( ) no ( X ) yes—list departments and secure sign-offs. Anthropology, Art and Art History, Communications, Criminology and Criminal Justice, English, History, Philosophy, Political Science, Social Work, Sociology.

T. I. G. H. J. Hylton David C. Larson music Laura H. Davis W. B. B. David B. Robertson, Pol Sci, 3/1/99 Van Quessel

Page number(s) 280 and year 1998-9 of most recent Bulletin listing:

<u>CURRENT BULLETIN LISTING</u>	<u>PROPOSED BULLETIN LISTING</u>	<u>RATIONALE:</u>
<p><b>Minors in American Studies</b></p> <p>American Studies is an internationally recognized discipline and a minor available at the University of Missouri-St. Louis. The minor is primarily an organization of courses from several departments that focus on America and American culture. Students interested in this minor should contact the coordinator of American Studies for advice and information.</p>	<p><b>Minors in American Studies</b></p> <p>American Studies is an internationally recognized academic field which involves an interdisciplinary approach to the study of the culture(s) of the United States, its colonial antecedents, and its indigenous peoples.</p>	<p>The rationale for the changes in the American Studies minor is largely given in the general description of the Minor in the middle column on this and the next page.</p> <p>The minor depended too heavily on two courses which are not regularly offered (the old 'core' requirements of American Studies 90 and 295), and thereafter did not distinguish usefully or helpfully between courses and disciplines central to the American Studies approach and those which might</p>

<p>Candidates must have a cumulative grade point average of 2.0 or better in the 18 credit hours required for the minor. Three hours (excluding Interdisciplinary 90 and 295) may be taken on a</p>	<p>Students interested in this minor should contact the coordinator of American studies</p> <p>for advice and information.</p> <p>Candidates must have a cumulative grade point average of 2.0 or better in the 18 credit hours required for the minor. Three hours of the minor may be taken on a satisfactory/unsatisfactory</p>	<p>be regarded better as 'optional additions'.</p> <p>The new minor, with a tripartite hierarchy of core, option, and elective courses, centers the Minor more firmly in traditional disciplines with a broad based approach to the study of American culture, while retaining the breadth of the university's many 'Americanist' offerings.</p> <p>Every course from the old minor still offered by the relevant departments has been included in the new minor, but assigned to a classification system more relevant to prevailing ideas about American Studies.</p> <p>Students in the minor will still be expected to divide their studies between humanities and social science disciplines, as in the past.</p> <p>NB that all department chairs have been consulted, as have members of the steering committee for American Studies. It is hoped that these changes will attract students to the minor. At the moment, there are no students embarked on the American Studies minor.</p> <p>Retained but slightly altered to reflect the broader selection of 'core' courses.</p>
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satisfactory/unsatisfactory basis.

basis. Candidates wishing to take American Studies courses from the Honors College (see below) must be members of the Honors College or must have a 3.0 cumulative grade point average.

**Requirements. Completion of the American Studies minor requires at least 18 semester credit hours, including at least two courses (6 hours) from Section A and at least two courses (6 hours) from Section B. The other 6 hours may be chosen from Section A, B, and/or C. Please read the special requirements below.**

**A. Core courses in American Studies** (all courses are 3 credits except where otherwise indicated). **At least two of the following core courses are required to qualify for the minor.** Of this minimal requirement, one course must be chosen from either American Studies or English and the other from either History or Political Science. Students may take up to two additional courses from this group, and these may be chosen from any department or discipline.

The following interdisciplinary courses are required:  
90, The Foundations of American Culture  
295, Issues in American Culture

Interdisciplinary: American Studies  
90, The Foundations of American Culture  
295, Issues in American Culture

Anthropology  
71, Native American Literature.  
120, Native Peoples of North America  
121, Native Peoples of Eastern North America  
122, Native Peoples of Western North America

Art and Art History  
90, Freshman Seminar (when appropriate)  
116, North American Indian Art

The list of core courses is generally restricted to courses which are broad surveys, often introductory, and which follow a definably 'American Studies' approach in terms of methodology. A list made up almost entirely of courses which were included in the old American Studies minor.

Retained as part of the list from which two core courses must be selected. These two courses are not offered frequently enough to serve as requirements for the Minor.



	<p>158, American Art 159, American Architecture</p> <p><u>Criminology and Criminal Justice</u> 99, The City</p> <p><u>English</u> 17, American Literary Masterpieces 70, African-American Literature 71, Native American Literature (same as Anthropology 71) 171, American Literature I 172, American Literature II</p> <p><u>History</u> 3, American Civilization (to the mid-nineteenth century) 4, American Civilization (from the mid-nineteenth century). 5, American Biography. 6, African-American History 7, The History of Women in the United States.</p> <p><u>Honors</u> 121, American Traditions: Humanities 122, American Traditions: the Fine and Performing Arts 123, American Traditions: Social Sciences. 131, Non-Western Traditions: Humanities 132, Non Western Traditions: the Fine and Performing Arts. 133, Non-Western Traditions: Social Sciences <b><u>(Admission to these Honors seminars requires consent of the dean of the Honors College: note that depending on instructor and content, Honors 121 can fulfill the requirements from this group in literature/American Studies and Honors 123 can fulfill the History/Political Science requirement. Honors 131-133 can qualify as additional Group A choices when their focus is on Native American traditions.)</u></b></p>	<p>New to this list, the City is taught by several departments.</p> <p>American Traditions, when offered, was allowed for the American Studies minor but not explicitly included in the <i>Bulletin</i> listing. When dealing with Native American traditions, Non-Western traditions should have been. In both cases, the intention to open relevant Honors seminars to qualified main campus students embarked on the American Studies minor justifies including these courses on the published list.</p>
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	<p><b>Music:</b>  <b>6</b>, Introduction to African American Music  <b>7</b>, Introduction to Jazz</p> <p><b>Philosophy:</b>  <b>107</b>, American Philosophy</p> <p><b>Political Science.</b>  <b>11</b>, Introduction to American Politics  <b>99</b>, The City  <b>130</b>, State Politics  <b>135</b>, Introduction to Urban Politics  <b>165</b>, American Political Thought.  <b>190</b>, Studies in Political Science (when the topic is appropriate).</p> <p><u>Sociology</u>  <b>99</b>, The City</p> <p><b>B. Option courses in American Studies.</b> (all courses are 3 credits except where otherwise indicated). In order to complete the American Studies minor, students must choose at least two courses from this group, from any department or discipline, and may choose up to four courses from this group. Courses chosen from this group must be chosen from at least two departments.</p> <p><b>Anthropology</b>  <b>250</b>, American Folklore  <b>291</b>, Current Issues in Anthropology (when the topic is appropriate).</p> <p><b>Art and Art History:</b>  <b>65</b>, Photography and Society (same as Interdisciplinary 65)  <b>215</b>, Topics in Tribal Art  <b>258</b>, Topics in American Art</p>	<p>Option courses are generally retained from the previous list, though some courses have been added at the request of the relevant department(s) and others have been omitted because they are no longer offered. These courses all y follow an American Studies approach, but are generally more specialized and often taught at a more advanced level than the 'core' courses with which students will begin the Minor.</p>
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**291, Topics in Contemporary Art (when the topic is appropriate)**

**Communication:**

**50, Introduction to Mass Media**  
**243, Communications in American Politics**  
**350, Mass Communication History**  
**352, Mass Media Criticism**

**Economics:**

**205, History of American Economic Development (Same as History 205)**

**Education:**

**ED FND 251, Black Americans in Education**  
**ED FND 330, History of American Education**  
**ED FND 332, Progressivism and Modern Education**

**English:**

**280, Topics in Women and Literature (when topic is appropriate)**  
**373, Selected Major American Writers I**  
**374, Selected Major American Writers II**  
**375, American Fiction to World War I**  
**376, Modern American Fiction**  
**380, Studies in Women and Literature (when topic is appropriate)**  
**395, Special Topics in Literature (when topic is appropriate)**

**History:**

**203, U.S. Social Movements in the 20<sup>th</sup> Century**  
**205, History of American Economic Development (Same as Economics 205)**  
**210, African-American History: From Slavery to Civil Rights**  
**212, African-American History: From Civil Rights to Black Power**  
**219, U. S. Labor History**  
**257, United States History for the Secondary Classroom**  
**300, Selected Topics in History (when topic is appropriate)**  
**312, The Indian in American History**  
**315, History of Women in the United States**

**316, U. S. Urban History**  
**318, African-American Women's History**  
**320, History of Crime and Justice**  
**393, Senior Seminar (5 credits: when topic is appropriate)**

**Honors College.**

(when topics are appropriate, any of the seminars below can qualify as an 'option' course for the American Studies minor. Admission to these courses requires the consent of the dean of the Honors College.)

**201, Inquiries in the Humanities.**  
**202, Inquiries in the Fine and Performing Arts**  
**203, Inquiries in the Social Sciences,**  
**207, Inquiries in Education**  
**301, Advanced Seminar in the Humanities**  
**302, Advanced Seminar in the Fine and Performing Arts**  
**303, Advanced Seminar in the Social Sciences**  
**307, Advanced Seminar in Education**  
**351, Research Seminar: Humanities**  
**352, Research Seminar: Fine and Performing Arts**  
**353, Research Seminar: Social and Behavioral Sciences**  
**357, Research Seminar: Education**

**Interdisciplinary:**

**65, Photography and Society (Same as Art 65)**

Philosophy when  
**210, Significant Figures in Philosophy (When topic is appropriate)**

**Political Science.**

**228, The Federal Judicial System: Politics, Process, and Behavior**  
**230, The American Presidency**  
**231, Congressional Politics**

	<p> <b>232, African Americans and the Political System</b>  <b>234, Politics and the Media</b>  <b>235, Political Parties and Elections</b>  <b>238, Women in U. S. Politics</b>  <b>320, Constitutional Law</b>  <b>321, Civil Liberties</b>  <b>332, Studies in American Politics (when topic is appropriate).</b> </p> <p> <u>Sociology</u>  <b>40, Social Problems</b>  <b>100, Women in Contemporary Society</b>  <b>268, The Sociology of Conflict</b>  <b>316, Power, Ideology and Social Movements</b>  <b>360, Sociology of Minority Groups</b>  <b>380, Selected Topics in Social Policy: Women and Higher Education (when topic is appropriate).</b> </p> <p> <b>C. American Studies elective courses.</b>  (courses are 3 credit hours unless otherwise indicated). Up to two courses from this group may be used for the American Studies minor. When two courses are chosen from this group, they must be chosen from different departments. </p> <p> <u>Anthropology</u>  <b>126, Archaeology of Historic St. Louis</b>  <b>131, Archaeology of Missouri</b>  <b>132, Archaeology of North America</b>  <b>138, African-American Archaeology</b> </p> <p> <u>Art and Art History</u>  <b>191, Art since 1945</b>  <b>263, Photography Since 1945</b> </p> <p> <u>Communication</u>  <b>218, Public Policy in Telecommunication</b>  <b>332, Intercultural Communications</b>  <b>343, The Rhetoric of Protest</b>  <b>355, Media Law and Regulation</b> </p>	<p> Elective courses are in general taken from the current <i>Bulletin</i> listing. While containing American Studies material, the approach to teaching these courses is not generally 'American Studies' oriented. While relevant to an American Studies minor, these courses should not form the core of any such minor. </p>
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	<p><b><u>Criminology and Criminal Justice</u></b>  <b>240, Policing</b>  <b>340, Race, Crime, and Justice</b></p> <p><b><u>English</u></b>  <b>306, Adolescent Literature</b>  <b>384, Modern Poetry</b>  <b>385, Modern Drama</b>  <b>386. Poetry since World War II</b></p> <p><b><u>History</u></b>  <b>301, United States History: Colonial America to 1763</b>  <b>302, United States History: Revolution and the New Nation, 1763-1815</b>  <b>303, United States History: Nationalism and Sectionalism, 1815 to 1860</b>  <b>304, United States History: 1860-1900</b>  <b>305, United States History: 1900-1940</b>  <b>306, United States History: 1940 to the Present</b>  <b>311, Topics in American Constitutional History</b>  <b>313, American Military History to 1900</b>  <b>314, American Foreign and Military Affairs, 1900-Present</b>  <b>315, History of Women in the United States</b></p> <p><b><u>Political Science:</u></b>  <b>129, Women and the Law</b>  <b>226, Law and the Individual</b>  <b>227, State and Local Courts</b>  <b>233, Introduction to Political Behavior</b>  <b>241, The Politics of Business Regulation</b>  <b>242, Introduction to Public Policy</b>  <b>246, The Politics of Poverty and Welfare</b>  <b>282, United States Foreign Policy</b>  <b>333, Mock Constitutional Convention</b></p> <p><b><u>Social Work:</u></b>  <b>150, Social Welfare as a Social Institution</b>  <b>285, Social Issues and Social Policy</b></p>	
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	<p>Development <b>314, Social Work with Culturally Diverse Populations</b></p> <p><b>Sociology:</b> <b>40, Social Problems</b> <b>180, Alcohol, Drugs and Society</b> <b>234, Political Sociology</b> <b>202, Urban Sociology</b> <b>354, Sociology of Business and Work Settings</b></p> <p>In addition, courses with variable topics such as Topics in ... , Studies in ... , and seminars may be taken when the topics are appropriate. When in any doubt, see the coordinator of American studies; such courses must be approved for inclusion in your American Studies minor <b>before the semester registration deadline.</b></p>	
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*Robert M. Blum*  
3/1/95

SENATE PROPOSAL FORM FOR (check one):  CHANGE IN DEGREE REQUIREMENTS

CHANGE IN MINOR

CHANGE IN CERTIFICATE PROGRAM

(See Instructions on Reverse)

Page 1 of 1

Philosophy  
Department

Signed: Paul G. Roth  
Department Chair

8/30/99  
Date

Arts & Sciences  
School or College

Signed: David Young  
Dean

10-22-99  
Date

(Do Not Use Shaded Area)

ROUTING	INITIALS	DATE
Academic Affairs	LMM 11	01 99
Graduate School (If Applicable)		
Senate C & I	aje	11-18-99
Senate		
Academic Affairs (Effective Date)		

Requirements for the Minor

Title of Degree/Minor/Certificate Program

Are other departments likely to be affected by this proposal?  No  Yes List departments and secure sign-offs.

Page number (s) 221 and year 1998-1999 of most recent Bulletin listing.

Current <u>Bulletin</u> Listing	Proposed <u>Bulletin</u> Listing	Rationale
<p><b>Degree Requirements</b></p> <p>Requirements for the Minor Fifteen hours of course work in philosophy are required. Philosophy 60 or Philosophy 160, and four other courses numbered above 100, including two numbered above 200.</p>	<p><b>Degree Requirements</b></p> <p>Requirements for the Minor Fifteen hours of course work in philosophy are required. The fifteen hours must be distributed as follows: Philosophy 60 or Philosophy 160, and four other courses numbered above 100, including two numbered above 200. All coursework for the minor except Philosophy 60 or 160 must be taken in residence from the Philosophy Department at UM-St. Louis.</p> <p>Minors are encouraged, though not required, to take Philosophy 391, Senior Seminar.</p> <p>A GPA of 2.0 or better is required in courses presented for the minor.</p> <p>Prospective minors are encouraged to consult with members of the department for advice in planning an appropriate sequence of courses.</p>	<p>The department at present has no residency requirement and given the pressure to accept courses from other institutions, stringent "quality control" measures are needed.</p>







## University Senate

8001 Natural Bridge Road  
St. Louis, Missouri 63121-4499  
Telephone: 314-516-6769  
Fax: 314-516-6769  
E-mail: senate@umsl.edu

(Minutes to be considered for approval at the Senate meeting on January 18, 2000, 3:00 p.m.)

**SENATE MINUTES  
UM-ST. LOUIS  
December 7, 1999  
3:00 p.m. 126 J. C. Penney**

Dr. Jeanne Morgan Zarucchi, Senate Chair, called the meeting to order at 3:00 p.m.

Minutes from the previous meeting (held November 9, 1999) were approved as submitted.

**Report from the Senate Chair -- Jeanne Morgan Zarucchi**

Dr. Zarucchi recognized Dr. Chuck Korr. Dr. Korr said that he felt the most appropriate place and time to say a few brief words about Dr. Ed Fedder, who had passed away the week prior, was at a meeting of the Senate.

*(Attachment 1)*

**Report from the Chancellor -- Chancellor Blanche Touhill**

*(Attachment 2)*

Dr. McBride said that the Chancellor's report was the first time that he had heard the number of faculty eligible for the early retirement plan. He said that if a high proportion of those eligible retired now it could lead to a substantial amount of money. Dr. McBride said that Ken Hutchinson, UM System Vice President of Human Resources, stated in an article in the Missouri Tribune, that the money would be used for two purposes; to hire back faculty in departments that lost them and reduce the size of the rate reallocations. Dr. McBride asked Chancellor Touhill if she would pledge to return the early retirement money back to the colleges to replace faculty and reduce the rate reallocations.

Chancellor Touhill said the first purpose of this plan, according to Dr. Pacheco, is to soften the blow of the rate reallocations and the second purpose is to renew the faculty. She said that she agreed with the goals, but is working with the Academic Officers for guidelines to accomplish those goals.

Dr. Ratcliff asked if there was any progress in the search for the Vice Chancellor of University Relations. Chancellor Touhill said that the search had not been started, but would be started at the beginning of next year.

**Report from the Faculty Council Presiding Officer -- Dennis Judd**

*(Attachment 3)*

Dr. Judd recognized Dr. Dick Schwartz to present a report concerning the Performing Arts Center.

*(Attachment 4)*

Dr. Ratcliff asked if Kirkegaard had just redone the numbers or reengineered the building. Dr. Schwartz said that the music theater hall was substantially reengineered, particularly the windows. He said that the window structure, if achieved as planned, should work quite well. It has big dead air space and very thick laminated sheets of glass without any glazing and no steel to conduct sound through the windowpanes themselves. He said he was confident that they have achieved, at least in theory, something that should work quite well. Dr. Schwartz said as far as the main hall is concerned, the main issue had been the roof. They have increased the thickness of the walls of the building to 16 inches plus the 4 inch brick facing that decreases the sound penetration through the wall, but as far as he knows they have not increased the thickness of the roof structure, that is impossible without a lot more supporting trestle work and expense. He said it was possible that they have put more dead air space in somewhere that he is not fully aware of and that would help give more attenuation. Dr. Schwartz said this is the information that he would like to know, where the additional dB came from over what they stated a year ago.

Dr. Ratcliff asked how often the most audible flights would pass over the Performing Arts Center. Dr. Schwarz answered pretty infrequently, the loudest ones. He said that there are not many large 747 flights out of St. Louis; most of the military flights, if not all of them, are daytime flights.

Dr. Korr thanked Dr. Schwartz for his time and effort and suggested that the information be forwarded to the Senate Committee on Physical Facilities for follow-up. Dr. Connett said that although he was not familiar with the legalities, the Committee could consult with those writing the contracts and felt it was very important for the committee to follow up on this issue.

Report from Intercampus Faculty Council -- Joseph Martinich

Dr. Martinich said that before Thanksgiving Dr. Zarucchi sent out a notice to all faculty informing them about the president's creation of a Post-Tenure Review Committee. He said that IFC representatives were asked to put forward 3 names from each campus. Dr. Martinich said that the original plan was that Dr. Burkholder, himself and Dr. Zarucchi, the UMSL IFC Representatives, would review those names and then put forward the three names. He said that after receiving the nominations and volunteers, they concluded that there is a body that is representative of the faculty and should make the decision. He said that they have brought forth 5 names; Silvia Madeo, Professor, Business Administration; David Ronen, Professor, Business Administration; Patricia Somers, Associate Professor, Education; Teresa Thiel, Professor, Arts and Sciences, Biology; Jeanne Morgan Zarucchi, Professor, Arts and Sciences, FLL.

Dr. Martinich proposed a temporary suspension of the rules motion to restrict the voting to elected Faculty Senators and the Presiding Officer of the Faculty Council. Dr. Martinich made this motion, it was seconded. The motion passed unanimously.

Dr. Burkholder, Arts and Sciences, History and Dr. Harold Harris, Arts and Sciences, Chemistry, were nominated from the floor. Dr. Williamson asked if they were voting regardless of the field of study. Dr. Martinich said there were no restrictions on discipline put forward by the president.

Ballots were counted by Dr. Kohfeld, Senate Secretary, and announced at this meeting. Elected were Dr. Silvia Madeo, Dr. Teresa Thiel and Dr. Mark Burkholder.

Report from the Bylaws and Rules Committee -- Lois Pierce

*(Attachment 5-Amendments)*

Dr. Zarucchi announced that voting on amendments would be by a show of hands and voting on the Revision to the Faculty Bylaws would be by written ballot. Dr. Pierce asked that discussions be limited to 10 minutes for each amendment. Attendees were polled regarding the time limit on amendments and a consensus was in favor of the time limit.

Dr. Pierce said that the Bylaws and Rules Committee overall supports the Revision to the Faculty Bylaws document and have incorporated changes that were discussed at the November meeting. She said the final document includes only 1 Amendment section, section D, and the other change to the document is the reference to the Barnes College of Nursing.

Dr. Martinich made a motion to insert the term "full-time" before the term non-regular faculty in section C.1.a., line 2. The motion was seconded, and approved by voice vote. Dr. Pierce allowed the motion from the floor because it was an editorial change to the document.

Approved Amendment Submitted by Margaret Cohen. (See Attachment 5-Page 1)

Dr. Pierce said the Bylaws and Rules Committee recommended passage of this amendment. Vice Chancellor Jack Nelson explained that the term affiliate is a new title created in the last 6 months and in effect has the same meaning as lecturer. After much discussion on the terms used for full-time non-regular academic faculty, the amendment was approved by voice vote.

Not Approved Amendment Submitted by Gail Ratcliff. (See Attachment 5-Page 1)

Dr. Pierce said the Bylaws and Rules Committee decided that since a recent change was proposed to the current wording on committee members' leaves of absence, they would not recommend passing a change at this point. Dr. Ratcliff said that her rationale for submitting the amendment was that the current rule has been inconsistently applied, particularly for faculty who go on leave in the winter semester. She said that currently faculty are replaced when they give notification. Some faculty know that they are going on leave in the winter and declare it in the fall and they are replaced for the entire year. She said that there are other faculty who wait until they actually leave until they give notification and are not replaced for the fall, only the winter. She said another reason for the submitted amendment was the large amount of work done on Committee on Committees. Dr. Ratcliff said there are a lot of Senate Committees and it is increasingly difficult to find people to serve. She said that this amendment would streamline the process of finding replacements.

Dr. Barton recalled that he brought this same issue to the floor in October and again asked for a clarification on the term leave of absence. Dr. Pierce answered that a leave of absence is determined by Academic Affairs and they submit a list to the Senate. Dr. Nelson concluded that a leave of absence is reported to the Senate if a leave of absence form has been submitted to Academic Affairs.

A voice vote followed by a hand vote was taken, and the amendment did not pass.

Approved Amendment Submitted by David Klostermann. (See Attachment 5-Page 1)

Dr. Pierce said the Bylaws and Rules Committee recommended passage of this amendment. A voice vote was taken and the amendment was approved.

Not Approved Amendment Submitted by Steven Spaner. (See Attachment 5-Page 2)

Dr. Pierce said that the Bylaws and Rules Committee was not able to recommend passage of this amendment as it is now and the amendment needed feedback from all of the units on campus.

Dr. Spaner was willing to withdraw the amendment if further discussions were allowed as New Business, but this was not allowed because the motion was already the property of the assembly. It was agreed that Dr. Spaner's proposal would be discussed under New Business, and the amendment was defeated by voice vote.

Approved Amendment 1 Submitted by Joshua Stegeman. (See Attachment 5-Page 3)

Dr. Pierce said the Bylaws and Rules Committee voted to approve this amendment. Dr. Pierce explained that students would be responsible for electing students to committees. A voice vote was taken, and the amendment was approved.

No Vote Amendment 2 Submitted by Joshua Stegeman. (See Attachment 5-Page 3)

After much discussion on whether this amendment should be disregarded or voted on because of the approval of Mr. Stegeman's Amendment 1, it was pointed out that the amendment "Explanation" clearly stated that "if the above amendment is adopted, then it does not seem necessary for students to be represented on the Faculty Senate Committee on Committees because the students will be electing themselves". No vote was taken.

Not Approved Amendment 3 Submitted by Joshua Stegeman. (See Attachment 5-Page 3)

Dr. Pierce said the Bylaws and Rules Committee asked that she talk with Mr. Stegeman and explain to him that they were not willing to approve the amendment with 2 students, but would recommend approval for 1 student to serve on the Steering Committee. Dr. Pierce said Mr. Stegeman was not able to be present today but he agreed to change the amendment to include 1 student. Dr. Jones moved unanimous consent to suspend the rules for the purpose of having one amendment to this amendment. The motion was seconded and approved. Although the motion was not approved unanimously, Dr. Long explained that the motion could be passed with 2/3 approval.

Mr. Bauer questioned the Bylaws and Rules Committee rationale for recommending only 1 student on the Steering Committee. Dr. Pierce said that the Steering Committee would have essentially only 5 members: 3 faculty, the Chair of the Senate, the Secretary of the Senate and the Chancellor. She said that if 2 students were on the committee it would have an unbalanced faculty student ratio. Dr. Long said that the term is Faculty Senate and his understanding was to produce separate bodies that fed into a common body. Dr. Long spoke against the amendment and said if we were to adopt this, in the same spirit, we should perhaps have faculty sitting on the board of the Student Government Association. Mr. Bauer said the decisions of the Steering Committee affect the University Assembly as a whole and students, as members of the Assembly, should have representation on a Steering Committee. Dr. McBride said that the Governance Committee rationale was that the current Executive Committee is quite large and was purposely kept small to make it more workable and by adding a student it would become disproportionate to other representatives of the faculty.

Dr. Ratcliff spoke against the amendment and said the Governance Committee started off with a set of principles, first was that faculty had the responsibility and should make the decisions on academic matters and second that faculty should strengthen faculty governance. She said that the Steering Committee represents both bodies but the Faculty Senate is going to be dealing with the most important work, academic

matters. She agreed that faculty are not inserted into the student government or the staff association. She said this needs to be the place where the faculty decided on issues of faculty governance.

A voice vote was taken, and the amendment did not pass.

*Not Approved Amendment 4 Submitted by Joshua Stegeman. (See Attachment 5-Page 4)*

Dr. Pierce said the Bylaws and Rules Committee does not recommend passage of this amendment. Dr. Pierce added that the Curriculum and Instruction Committee would have 2 student members and moving the committee to the Assembly would not change that they already have a chance to provide discussion on curriculum. Dr. Pierce said that it is not appropriate to have student members on the ATP Committee. Dr. Smith spoke against the amendment and added that if the Curriculum and Instruction Committee would move to the Assembly it could cause a problem if it only reported twice per semester. Mr. Bauer spoke in favor of the move and said that items like Academic Calendars should be discussed in Assembly meetings. Dr. Burkholder pointed out again that students would be members of the committee.

A voice vote was taken, and the amendment did not pass.

*Not Approved Amendment 1 Submitted by Jeanne Morgan Zarucchi. (See Attachment 5-Page 5)*

Dr. Pierce reported that the Bylaws and Rules Committee recommended passage of the amendment and noted that the argument against the 3 year staggered term is that it would allow more continuity on the committee to carry on business from year to year. She said an argument for the amendment is that more faculty would have the opportunity to serve on the IFC. Dr. Pierce pointed out that IFC members could be reelected.

Dr. Burkholder spoke against the amendment and in favor of 3 year staggered terms on IFC. He said that experience on the committee provided continuity that would be very useful in IFC discussions.

A voice vote was taken and the amendment did not pass.

*Not Approved Amendment 2 Submitted by Jeanne Morgan Zarucchi. (See Attachment 5-Page 5)*

Dr. Pierce said the Bylaws and Rules Committee wanted to point out that the 2 processes might have different results. The person that received the next highest vote may not be the person that the department wanted. On the other hand there are a lot of mail ballots and I understand that it places a burden on the Senate office to send out new mail ballots every time someone resigns.

Dr. Ratcliff spoke against the proposal and said she agreed that there would be a different outcome in elections with alternates and re-elections. She also wanted to point out that the newly proposed body is significantly smaller than the current Senate and the rate of replacements would be lower.

Dr. Burkholder spoke against the amendment and said under the new procedure that it would be possible within a large department that the vote might be 15 to 1 and the second choice by the department might be someone else besides the faculty member who came in second in the original election and might cause unintended results.

A voice vote was taken and the amendment did not pass.

*Approved Amendment 3 Submitted by Jeanne Morgan Zarucchi. (See Attachment 5-Page 5)*

Dr. Pierce said the amendment was a clarification to the proposed Bylaws. A voice vote was taken and the amendment was approved.

No Vote Amendment 4 Submitted by Jeanne Morgan Zarucchi. (See Attachment 5-Page 6)

Dr. Pierce announced that a vote was not needed and referred to the amendment by Mr. Stegeman.

No Vote Amendment 5 Submitted by Jeanne Morgan Zarucchi. (See Attachment 5-Page 6)

Dr. Pierce announced that a vote was not needed and referred to the amendment by Mr. Stegeman.

Approved Amendment 6 Submitted by Jeanne Morgan Zarucchi. (See Attachment 5-Page 6)

Dr. Pierce said that the Bylaws and Rules Committee recommends the amendment for consistency to the proposed Bylaws.

A voice vote was taken, and the amendment was approved.

Approved Amendment 7 Submitted by Jeanne Morgan Zarucchi. (See Attachment 5-Page 7)

Dr. Pierce said that the Bylaws and Rules Committee recommends accepting this proposal

A voice vote was taken, and the amendment was approved.

Not Approved Amendment 8 Submitted by Jeanne Morgan Zarucchi. (See Attachment 5-Page 7)

Dr. Pierce said that Dave Klostermann's amendment was similar to this amendment and if this amendment passed than we would also take care of the Klostermann amendment.

Dr. Martinich pointed out the Director of Telecommunications was not needed on the committee. Dr. Wendell Smith said in this instance he would recommend that the Director of Instructional Technology Center and the Coordinator of Campus Computing be members of the Computing and Instructional Technology Committee.

A voice vote was taken, and the amendment did not pass. [Please refer back to Acting Dean David Klostermann's amendment that was passed in place of this amendment.]

*(Attachment 6-Revision to the Faculty Bylaws)*

A written ballot was taken on the Revision to the Faculty Bylaws, and was passed by a vote of 44 in favor, 13 against. The Revision will be submitted to a vote of the full-time regular faculty in January 2000.

Report from the Appointments, Tenure, and Promotion Committee -- Bruce Wilking

*(Attachment 7)*

Report from the Budget and Planning Committee -- Chancellor Blanche Touhill

*(Attachment 8)*

Report from the Curriculum and Instruction Committee -- David Ganz

*(See Agenda Attachment 4)*

Dr. Ganz explained the rationale for the revision to the previously approved Academic Calendars for 1999-2000, 2000-2001. Dr. Spaner asked how the maximum/minimum load would be affected during summer

sessions. Dr. Ganz said that this was up to the academic units, and a normal load in the intersession is 1 course, summer session is 2 courses, but many exceptions are made.

Dr. Cohen asked if it would be a disadvantage to approve a change to the Academic Calendars for the next three years. She said that it might be better to approve the calendars year by year because this is a pilot program. Dr. Burkholder agreed that the additional summer sessions are a pilot program, but that a pilot program may take 3 years. He said that it would take time to get the word out about the summer sessions. Dr. Ganz agreed that a pilot program would need a 2-year minimum.

The question was called, seconded and approved. A voice vote was taken to approve the 1999-2000 and 2000-2001 Academic Calendars. Both were approved.

Dr. Ganz explained that the Curriculum and Instruction Committee felt very strongly that the Academic Calendar should provide the same amount of class days each semester for Monday through Friday. Dr. Ganz said for that reason the committee proposed to start the 2001 Fall semester on Wednesday, August 22. The question was called, seconded and approved. The 2001-2002 Academic Calendar was approved.

*(Attachment 9)*

All action items were approved except for the Change in Minor-Philosophy. Dr. Ganz announced that he was told before today's meeting that the Change in Minor-Philosophy was tabled at the college level and he asked Dr. Burkholder for clarification. Dr. Burkholder replied that he had moved to table it at the college level.

*(See Agenda Attachment 4)*

Report from the Physical Facilities and General Services Committee -- William Connett

*(Postponed)*

Report from the University Libraries Committee -- Harold Harris

*(Attachment 10)*

### New Business

Dr. Spaner made a motion to establish a Senate Ad Hoc Committee on Appointments, Tenure, and Promotion. The committee charge would be to investigate and review the pros and cons of implementing the proposed ATP Bylaw change from the School of Education and report a recommendation to the Senate at the April 2000 meeting. Proposed membership of the Ad Hoc Committee: One regular full professor and one regular associate professor elected by each of the tenure granting academic units, i.e., College of Arts and Sciences, School/College of Education, School/College of Business Administration, College of Nursing, School of Optometry, plus one regular professor of either associate or full rank holding a joint appointment in two units and one regular at-large regular professor of either associate or full rank, each of the latter to be elected by the current University Senate. Election of committee members should be completed by the February 2000 meeting of the University Senate. Nominations for the joint appointment and at-large members should be submitted to the Senate Chair. The motion was seconded.

Dr. Martinich said he supported the general idea but made an amendment to the motion to parallel the current composition of the ATP Committee. Dr. Connett spoke against the amendment and said that the ATP Committee was currently working on this charge. Dr. Korr said that he agreed with Dr. Martinich's amendment, but thought that Dr. Spaner's original motion to appoint a faculty member with a joint appointment very innovative. Dr. Spaner opposed Dr. Martinich's amendment to the original motion, and



said that the tenure granting units are the Colleges and the Schools and those are the units that should be proposing, debating and formulating, at least the sense of, the original bylaw amendment to move for the recognition of the individual academic units.

Dr. Korr made a motion to add a faculty member with a joint appointment to the task force. He added that it made more sense to have a new ad hoc committee, because the members of the ATP Committee may not have originally known that they would have to deal with the much more politically involved question of trying to restructure the campus tenure and promotion guidelines. The amendment to the amendment was seconded. This amendment states that there would be 7 unit representatives plus 3 at-large members (1 at large member with a joint appointment). Dr. Burkholder spoke in favor of this motion. A voice vote was taken and approved the amendment to the amendment.

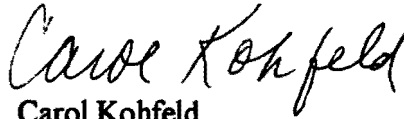
A voice vote was taken on the original amendment it was also approved.

Dr. Connett spoke against the motion as amended and said that best way to handle the issue would be to refer it to the ATP Committee. Dr. Connett said that the ATP members have already put a lot of effort into the changes and that ATP Committee members do know the amount of work that is involved with the committee before they make a commitment.

Dr. Spaner said he was assuming that the recommendation for membership on the ad hoc committee was with no reference to rank.

A quorum was called, and there being an insufficient number of Faculty Senators present, the Senate adjourned at 5:06 p.m.

Respectfully submitted,



Carol Kohfeld  
Senate Secretary

**Attachments:**

- 1) Remarks by Dr. Charles Korr
- 2) Report from the Chancellor
- 3) Report from the Faculty Council Presiding Officer
- 4) Report from Dr. Richard Schwartz
- 5) Amendments to the Governance Proposal
- 6) Revision to the Faculty Bylaws-As Amended
- 7) Report from the Appointments, Tenure, and Promotion Committee
- 8) Report from the Budget and Planning Committee
- 9) Academic Calendars-1999-2000, 2000-2001, 2001-2002
- 10) Report from the University Libraries Committee

IN MEMORY OF DR. EDWARD FEDDER

REMARKS BY DR. CHARLES KORR  
SENATE MEETING -- DECEMBER 7, 1999  
UNIVERSITY OF MISSOURI - ST. LOUIS

*The Senate meant a great deal to Ed Fedder. For those of us who came here as young faculty, many of us owed the recognition to Ed that spending one afternoon a month was not very much of an investment of time into something that could have such a dramatic effect on the lives of faculty and students alike. Ed had a marvelous capacity for deflating pomposity and hypocrisy. He was a man of enormous integrity and I can say, for myself and some of my colleagues, that in my close to 30 years here there was no one who had a greater effect beneficially on my career and my attitude towards this profession than did Ed Fedder.*

*As the sometimes delivery boy for the ephemeral committee on intellectual purity, I know that Ed was able to get his word out to a much broader community than that which merely existed in the Senate. He also had the fortune for the campus and the personal misfortune to be the chairman of this body in what was its most tempestuous and disagreeable single year. He carried that out with the same grace and integrity with which he did everything.*

*For those of you who knew Ed, it is very easy to say how much we will miss him. For those of you who did not, I wish you would have had the pleasure to do so.*

*Thank you.*

December 7, 1999

**Senate Remarks**

**By Blanche M. Touhill**

**Curators Professors**

I am happy to report that Dr. Frank Moss of physics and astronomy and Dr. Patricia Resick of Psychology have been named Curators' Professors -- the highest academic rank in the University of Missouri System. The Board of Curators considered and approved the nominations forwarded from this campus during its meeting last week in Columbia.

I want to congratulate these individuals for the extraordinary contributions to this campus and to the students they teach. I also want to commend the academic affairs office and all those responsible for putting together the nominations sent to the curators.

**Early Retirement**

Also at its December 3rd meeting, the Board of Curators approved an early retirement plan. This plan is for all employees, faculty and staff. To be eligible for this plan an employee must, as of Sept. 1, 2000, be 55 years of age and have ten years of service to the institution. This campus has 84 staff members and 112 faculty members eligible for early retirement under this plan.

Eligible employees have until February 29, 2000 to elect for this early retirement option. If you have any questions about calculating eligibility or benefits, please contact Human Resources Director Peter Heithaus. Don Driemeier also will be available to work with individuals in exploring this option.

**Schools Seek New Name**

The School of Education and the School of Business Administration, with the recommendation of their faculties, have requested to be renamed the College of Education and the College of Business Administration. The Office of Academic Affairs is considering these requests. I encourage you to contact Dr. Jack Nelson if you have any comments in regard to this issue.

## Senate Remarks

By Blanche M. Touhill

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### Winter Enrollment

I am pleased to report that present indications are that we will have a very healthy Winter semester enrollment. Present indications are that we will be up, both in head count and in student credit hours, in all areas, undergraduate and graduate, except Nursing. As of December 1, Winter registrations were running 18 percent ahead of last year.

This is very good news and if these predictions hold up it will mean that there is no need for costs cuts this year and perhaps that the budget cuts we are planning for next year can be marginally reduced.

I do believe that this upturn in enrollments is traceable, in large part, to our current extensive marketing campaign. I also want to thank all those in student affairs, and throughout the campus, who have worked so hard to recruit new students, and all advisors and faculty who have contributed to our effort to increase our retention rates. I believe our efforts are paying off.

### Ear Marked Funds

Largely through the efforts of our lobbyist, Steve Knorr, the University of Missouri is scheduled to receive over \$54 million in direct federal funding. This campus will receive about \$2 million for two projects, both proposed by the School of Education. While this is good news, we can, and should, do better. I am encouraging units to develop more ambitious proposals so that in coming years we can attract substantially greater federal funding, and a larger share of the total funding going to the University of Missouri.

### Strategic Plan

One of the points made in the recent System review of campus practices is that we have not, in the past, had a strategic plan with goals, objectives and action steps. Accordingly, I am appointing a campus wide committee to develop such a campus strategic plan that does prioritize and integrate unit goals.

## **Senate Remarks**

**By Blanche M. Touhill**

**Page 3**

**Dr. Manuel Pacheco is very supportive of campuswide Strategic Planning and has offered to provide a System officials to serve as facilitators for this campus. I have discussed this offer with the Academic Officers and the Senate Budget and Planning Committee.**

**I hope to have the committee in place before the end of this semester and I expect it will complete its work by the end of the winter semester.**

**Most of the faculty who will serve on the committee selected from the list of faculty involved in school and college planning. In addition, vice chancellors, academic officers, the chair of the University Senate, the presiding officer of the Faculty Council as well as individuals representing staff, students and the community will be included on the committee.**

**I expect the committee to begin by reviewing the plans already developed or under development by various campus units and then to integrate those plans, or revisions of them, into a single campus plan. I expect the committee to share this plan, as it evolves with the entire campus community by hosting open meetings.**

**I will ask the Academic Officers and the Senate Budget and Planning Committee to review the document.**

### **President Visits Campus**

**I want to remind you that Dr. Pacheco will be visiting campus tomorrow from 3:30 to 4:30 p.m. in Room 200 of Lucas Hall to discuss the System Strategic and Resource plans. I encourage you to attend.**

### **Questions Anyone**

**I have and will continue to answer questions that arise from the floor of Senate meetings. But, in the future, I also will address any questions that have been submitted to me seven days in advance. This relates particularly to complicated questions that might require some research.**

REPORT OF THE PRESIDING OFFICER TO THE SENATE

December 7, 1999

The Faculty Council met on December 2, 1999, to discuss the report of the Select Committee on Fiscal Practices, the report prepared by Vice President James Cofer, Controller Nikki Krawitz, and Assistant Vice President Larry Gates, and Chancellor Touhill's Open Report to the Campus Community. After some discussion, the Faculty Council approved, by a vote of 15 to 6, the following motion:

The Faculty Council finds that the faculty of the University of Missouri-St. Louis has often been excluded from meaningful participation in major initiatives and governance processes of the campus. The members of the Faculty Council call for greater faculty involvement in planning and decision-making in all major initiatives and programs. In order to restore the confidence of the faculty in her administration, Chancellor Touhill must implement steps to meaningfully involve the faculty in planning and governance. At future meetings the Faculty Council will consider whether effective steps have been taken.

Based on the discussion at the meeting, I also want to report that the members of the Faculty Council respond positively to the Chancellor's recent proposal to appoint a task force to prepare a campus-wide strategic plan, and her announcement that she would participate in a formal question-and-answer period during each meeting of the Senate.

December 7, 1999

Senate Remarks  
Dr. Richard Schwartz  
Performing Arts Center

Most of you are aware that Kirkegaard & Associates were on campus a couple of weeks ago to present a sound demonstration of their anticipated sound levels in the 3 venues of the new Performing Arts Center, as it's been proposed. A number of people attended those presentations and there was also a chance for discussion after the presentations. I think it was a very worthwhile episode.

I had some questions that remained after that conference, the reply to which I just received a couple of days ago, so I have not had too much time to prepare what I have to say today. But I do want to comment upon first of all the sound issue. Information that I had in hand, at the time I requested the sound demonstrations, was effectively a year old, which was the latest information that had been provided to me. At that time the sound attenuation factors that were being planned for the facility were, in my opinion, not adequate to meet the requirement for the Performing Arts Center.

The engineers and architects have been working on this issue quite hard now over the past year, and they have come up with new values for the sound attenuation factors for the new center. It turns out that they are substantially better than first thought. In other words, as I understand it, they have improved the construction to achieve attenuation which will effectively keep the interior space, particularly the main auditorium and the music hall, workable as performing spaces. The lobby will of course still be somewhat noisy, but only the very loudest overflights will be perceptible in the two main venues, the music theater and the main hall. And by that I mean the loudest overflights of things like 747 aircraft and the military jet fighters, they will still be audible but will not be particularly bad, in terms of what was presented in the sound demonstrations.

Therefore the numbers which I now have in hand, indicate that the sound problem has by and large been resolved. There is one question I have, to which the sound engineer in Chicago has not yet responded. How have they managed to achieve the additional attenuation in the main hall? Because I spent some time with them a year ago talking about all of the possible fixes to reduce the noise penetration by a few dB, and their new numbers are up to +/-10 to +/-15 dB greater attenuation than they thought was possible a year ago. So I'm not quite sure what they have done with the proposed construction, particularly in the roof structure which was the weakest area for sound. But I accept them at face value, these are professional people and they know what they are doing.

December 7, 1999

Senate Remarks  
Dr. Richard Schwartz  
Performing Arts Center  
Page 2

Given those facts I have composed a memo to Don Driemeier, the last two paragraphs of which I would like to read to you. They are two recommendations which came to my mind that I think in the long run, could serve the purpose of getting the best possible Performing Arts Center that we can on this campus and preserving against possible pitfalls which could arise as the construction proceeds.

There are two issues which I would recommend that you consider. First, on the sound issue, Kirkegaard has now stated the transmission loss values which they intend to achieve in each of the three venues. I still think that it would be wise to write a contingency clause enforcing the achievement of these values to within  $\pm 3$  dB at each frequency (this is a factor of 2 in actual sound intensity). Should something be seriously wrong with the calculations and/or construction, the University would then have recourse to correct the problem without additional cost.

The second issue is that of liability for potential aircraft accidents at or near the site of the Center. It is my understanding that the Center is to be used almost exclusively for non-academic purposes, and in fact will charge admission for performances and fees for arrangement of special events. It would be wise to check the degree to which the University or the State is willing to cover the liability under such circumstances. An aircraft crashing into the building during a performance would be an incredible tragedy, potentially causing the death of 1000 or more people (I remind you that an Ozark airliner crashed about 200 yards from the proposed site in 1973 with the loss of 38 lives). The building should be indemnified for just this circumstance, either by the University (State) or by a private insurance company. A liability figure of \$100 million, large as it may sound, might cover only about 100 deaths in such an event. Contrary to popular opinion, there is a much higher probability of an airplane crash on the north end of north campus since over 90% of the flights into and out of Lambert pass over that portion of the campus. The mathematical calculations of risk are straightforward, and I suggest that any reputable insurance company would be happy to provide the calculation and the indemnification.



**APPROVED AND NOT APPROVED  
AMENDMENTS FOR THE  
GOVERNANCE PROPOSAL  
December 7, 1999**

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**APPROVED 12-7-99**

Submitted by Margaret Cohen.

300.040, section C.1.a

For the purposes of Senate membership, the word "faculty" includes all those with full-time regular appointments as well as those with full-time non-regular academic appointments who have at least 50% teaching or research responsibilities per year and one of the following terms in their titles: adjunct professor, **affiliate professor**, visiting professor, clinical professor, research professor (professor to include assistant and associate ranks), lecturer, instructor or specialist.

Rationale: Affiliate is a new designation added this fall by the Office of Academic Affairs.

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**NOT APPROVED 12-7-99**

Submitted by Gail Ratcliff, seconded by Joyce Corey.

Section C.4, paragraph 5, sentence 6

If a faculty member of a Senate committee is to take a YEAR'S leave of absence (or semester's leave in the case of the independent Fall and Winter panels of the committee on Research), a substitute shall be elected to serve for the duration of the leave.

Section D.4, paragraph 3, sentence 6

If a faculty member of an Assembly committee is to take a YEAR'S leave of absence, a substitute shall be elected to serve for the DURATION OF THE LEAVE.

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**APPROVED 12-7-99**

Submitted by David Klostermann.

Section D.4.f -- Committee on Computing and Instructional Technology

I would like to suggest that the director of the Instructional Technology Center be listed as a member. ITC brings to the committee knowledge and expertise regarding distance education technologies (ISDN, ITV, satellite, and Internet) and a staff resource for faculty development and support services that are integral to the campus' efforts in distance education and technology-related matters. It is also forming new collaborative efforts with Campus Computing in support of these areas. Given this, I suggest that this position be specifically added to the list of committee members.

**PROPOSED WORDING (NEW WORDING IN CAPS)**

- C.4.d. Committee on Appointments, Tenure, and Promotion --The Committee shall consist of full professors holding tenure appointments. There shall be one member on the Committee elected from each of the following units: Humanities, Natural Sciences/Mathematics, Social Sciences, Business Administration, Education, Nursing, Optometry, and such parallel units as may be created from time to time. There shall also be two members elected at large from the campus. The Committee shall elect a chairperson from among its members.
- i. **IT SHALL BE THE RESPONSIBILITY OF THIS COMMITTEE TO REVIEW AND APPROVE THE INITIAL GUIDELINES AND CRITERIA AND ANY CHANGES TO THE GUIDELINES AND CRITERIA FOR APPOINTMENTS, TENURE AND PROMOTION OF EACH UNIT OF THE UNIVERSITY. THE COMMITTEE SHALL RECOMMEND CHANGES TO UNIT STANDARDS AS IT DEEMS NECESSARY BASED ON GRIEVANCE AND APPEAL CASES THAT THE COMMITTEE HEARS FROM TIME TO TIME.**
  - ii. **IT SHALL BE THE RESPONSIBILITY OF THIS COMMITTEE TO HEAR FACULTY GRIEVANCES AND APPEALS OF UNIT APPOINTMENTS, TENURE AND PROMOTION DECISIONS. SUCH GRIEVANCES AND APPEALS SHALL FOLLOW THE PROCEDURES OUTLINED IN THE ACADEMIC GRIEVANCE PROCEDURE (COLLECTED RULES AND REGULATIONS: 370.010).**
  - iii. **THIS COMMITTEE MAY BE CALLED UPON BY A UNIT COMMITTEE ON APPOINTMENTS, TENURE AND PROMOTION FOR ADVICE, GUIDANCE, AND RULINGS REGARDING INDIVIDUAL CASES BUT IT SHALL NOT BE THE RESPONSIBILITY NOR THE PREROGATIVE OF THIS COMMITTEE TO RULE, ADVISE, OR OTHERWISE HAVE INPUT ON INDIVIDUAL CASES DURING THE NORMAL PROCESSING OF AN INDIVIDUAL APPLICATION FOR APPOINTMENT, TENURE, OR PROMOTION.**

**Rationale:**

The University of Missouri - Saint Louis (UMSL) is 35 years old this year. It has by all accounts -- the Chancellor's annual addresses, outside evaluating and accrediting organizations, and alumni successes and testimonials -- one of the finest faculties of any comparable university. In short, UMSL is now a mature institution of higher education. The centralized evaluation of appointment, tenure, and promotion (ATP) applications had a fundamental and foundational role in the building of the current high quality and diverse faculty at UMSL today, but the nature and specificity of today's knowledge and expertise requires a decentralization of the decision function to the relevant disciplines. The Curators state in the Collected Rules and Regulations, Section 310.020,

"Recommendations in matters of appointment, reappointment, non-reappointment, promotion, tenure, and dismissal shall be by the appropriate faculty ...." The appropriate faculty is the faculty in the applicant's discipline. The present centralized ATP review process at UMSL is not shared by any other campus of the UM system. The Bylaws of UM-C, UM-R, and UM-KC charge their tenure committees with the function of hearing grievances over and appeals of unit tenure decisions. Likewise, a centralized ATP review process is an uncommon system at other institutions of UMSL's size and standing. Therefore, this amendment is in keeping with the Bylaws of the other three UM campuses and in keeping with the Collected Rules and Regulations, Section 310.020.

**APPROVED 12-7-99**

1. Motion that all student members of the University Assembly be elected by voting student members of the Assembly for service on the University Assembly committees. (Change Article D, Section 4, clause 4, "Faculty and student members of all standing Assembly committees shall be elected by all voting members of the Assembly. Staff members shall be selected by the Staff Association.")

**Amendment:** All student members of the University Assembly will be elected only by voting student members of the Assembly for service on standing University Assembly committees.

**Explanation:** The Faculty Senate standing committee student members are selected by only students and do not presently serve on the Committee of Committees, so why shouldn't students be selected in the University Assembly in the same manner in which they are selected in the Faculty Senate? Furthermore, the Staff Association selects its staff members, so if this specific group elects its own members to the standing committees of the University Assembly, then the students, a specific group, should also be able to select their own members to serve on the standing committee of the University Assembly.

**NO VOTED NEEDED 12-7-99 (See "Explanation" below.)**

2. Motion that students be represented on the Committee on Committees for the Faculty Senate committee, if the above amendment is not adopted. (Change Article C, Section 4, clause a - Committee on Committees).

**Amendment:** Three students shall serve on the Committee of Committee for the Faculty Senate to aid in the selection of student members of the standing committees for the University Assembly.

**Explanation:** The rationale for this amendment stems from the first amendment. The students feel that if the University Assembly as a whole will vote on both faculty and students for service on the University Assembly standing committees, then since the faculty maintain representation on the Committee of Committees for the Faculty Senate which decides which faculty will serve on the Faculty Senate and University Assembly, then the students should maintain that same freedom. However, if the above amendment is adopted, then it does not seem necessary for students to be represented on the Faculty Senate Committee on Committees because the students will be electing themselves.

**NOT APPROVED 12-7-99**

3. Motion that students be represented on the Steering Committee. (Change Article C, Section 4, clause b - Steering Committee).

**Amendment:** Two students shall serve on the Steering Committee for the Faculty Senate and the University Assembly.

**Explanation:** The students feel it is necessary to have student representation on the Steering Committee considering its responsibilities delineated in clause b. Since the decisions of the Steering Committee affect the University Assembly, it seems appropriate that since students may body of representation is the University Assembly, that the students would be represented on all committees that affect the University Assembly. This amendment is very important to the student senators.

(Submitted by Joshua Stegeman-Continued)

**NOT APPROVED 12-7-99**

4. Motion that the Curriculum and Instruction Committee of the Faculty Senate be moved to the University Assembly. (Move Article C, section 4, clause c - Committee on Curriculum and Instruction to Article D, section 4, clause g, re alphabetize subsequent letters for proper organization).

**Amendment:** The Curriculum and Instruction Committee shall be recognized as a standing committee of the University Assembly under Article D, section 4, clause g - Committee on Curriculum and Instruction.

**Explanation:** The rationale of this amendment is that since the students do not have representation on any one of the tenure committees in the Faculty Senate, and considering the discussion heretofore of the proposed post-tenure review board by President Pacheco, then the students feel their only channel to discuss issues regarding tenure may be through the Curriculum and Instruction Committee.

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Submitted by Jeanne Morgan Zarucchi.

**1. NOT APPROVED 12-7-99**

**Current Version:**

300.040 A.4 -- The Intercampus Faculty Council -- . . . Two of the three shall be elected by the University of Missouri-St. Louis faculty to serve three-year staggered terms so that no more than one of the two elected members will be replaced or reelected in any year. . .

**Proposed Version:**

300.040 A.4 -- The Intercampus Faculty Council -- . . . Two of the three shall be elected by the University of Missouri-St. Louis Faculty to serve two-year staggered terms so that no more than one of the two elected members will be replaced or reelected in any year. . .

**Rationale:**

Silvia Madeo intended to propose this last Spring.

**2. NOT APPROVED 12-7-99**

**Current Version:**

300.040 C.1.i -- If a representative should resign from the University or from the Senate, the department or parallel unit, School, or College will elect a replacement by mail ballot conducted as in C.1.d and C.1.e. . .

**Proposed Version:**

300.040 C.1.i -- If a representative should resign from the University or from the Senate, the department, parallel unit, School, or College will select as a replacement the faculty member who received the next-highest number of votes. If no alternate is available another mail ballot will be conducted as in C.1.d and C.1.e. . .

**Rationale:**

There are too many replacements for mail ballots to be practical in every case.

**3. APPROVED 12-7-99**

**Current Version:**

300.040 C.4 paragraph 4 -- All standing and ad hoc committees of the Senate shall be chaired by faculty; the chairs of the Committee on Committees and the Bylaws and Rules Committee shall be faculty Senators.

**Proposed Version:**

300.040 C.4 paragraph 4 -- All standing and ad hoc committees of the Senate shall be chaired by faculty; the chairs of the Committee on Committees and the Bylaws and Rules Committee shall be faculty Senators, and the chair of the Steering Committee shall be the Senate Chairperson.

**Rationale:**

Clarification

(Submitted by Jeanne Morgan Zarucchi-Continued)

**4. NO VOTE 12-7-99 (Refer back to Josh Stegeman's amendments.)**

**Current Version:**

300.040 C.4.a -- Committee on Committees -- The Committee shall consist of one elected faculty Senator from each of the following units: Humanities, Natural Sciences/Mathematics, Social Sciences, Business Administration, Education, Nursing, Optometry, and such parallel units as may be created from time to time. . . .

**Proposed Version:**

300.040 C.4.a -- Committee on Committees -- The Committee shall consist of one elected faculty Senator from each of the following units: Humanities, Natural Sciences/Mathematics, Social Sciences, Business Administration, Education, Nursing, Optometry, and such parallel units as may be created from time to time, and one student . . . . .

**Rationale:**

A student should serve on the Committee on Committees.

**5. NO VOTE 12-7-99 (Refer back to Josh Stegeman's amendments.)**

**Current Version:**

300.040 C.4.a.ii -- Committee on Committees -- It shall be the responsibility of the committee to nominate for election by the University Assembly: (1) faculty members of all standing committees of the Assembly; (2) faculty members of *ad hoc* committees of the Assembly, when so instructed by the Assembly. Where appropriate, the committee shall nominate members of *ad hoc* or standing state-wide committees for election by the Assembly or appointment by the Chancellor.

**Proposed Version:**

300.040 C.4.a.ii -- Committee on Committees -- -- It shall be the responsibility of the committee to nominate for election by the University Assembly: (1) faculty and student members of all standing committees of the Assembly; (2) faculty and student members of *ad hoc* committees of the Assembly, when so instructed by the Assembly. . . .

**Rationale:**

According to the proposal students serve on Senate committees and should be nominated by a member of Committee on Committees.

**6. APPROVED 12-7-99**

**Current Version:**

300.040 D.4 paragraph 5 -- Committee of the Assembly -- In their deliberations the committees shall, when appropriate, consult with the Chancellor or other administrative officers; with representatives of the separate schools, colleges, and other parallel units which may be created from time to time; with departments and concerned faculty; and with students and student organizations. Committee recommendations shall be made to the Assembly or to the appropriate administrative officer.

(Submitted by Jeanne Morgan Zarucchi-Continued)

**Proposed Version:**

300.040 D.4 paragraph 5 -- Committee of the Assembly -- In their deliberations the committees shall, when appropriate, consult with the Chancellor or other administrative officers; with representatives of the separate schools, colleges, and other parallel units which may be created from time to time; with departments and concerned faculty; with students and student organizations; and with staff and staff organizations. . . .

**Rationale:**

Reference to staff has been included for consistency.

**7. APPROVED 12-7-99**

**Current Version:**

300.040 D.4.b paragraph 3 -- Budget and Planning Committee -- . . . The committee shall report on its work at each Assembly meeting.

**Proposed Version:**

300.040 D.4.b paragraph 3 -- Budget and Planning Committee -- . . . The committee shall report on its work at each Assembly and each Senate meeting.

**Rationale:**

The Budget and Planning Committee should continue to report to each Senate meeting.

**8. NOT APPROVED 12-7-99 (Refer back to David Klostermann's amendment.)**

**Current Version:**

300.040 D.4.f -- Committee on Computing and Instructional Technology -- The Committee shall consist of the Coordinator of Campus Computing (non-voting), one representative selected by the Staff Association, . . .

**Proposed Version:**

300.040 D.4.f -- Committee on Computing and Instructional Technology -- The Committee shall consist of the Coordinator of Campus Computing (non-voting); the Director of Telecommunications (non-voting); the Director of the Instructional Technology Center (non-voting); one representative selected by the Staff Association, . . .

**Rationale:**

These two individuals presently serve an important role on the Video and Instructional Technology Committee.

**APPROVED BY THE SENATE ON DECEMBER 7, 1999**

**REVISION TO THE FACULTY BYLAWS**

**UNIVERSITY OF MISSOURI-ST. LOUIS**

Bd. Min. 3-19-71; Amended 10-12-73, 2-18-77, 12-15-78, 6-18-82, 2-11-83, 6-24-83, 5-4-84, 5-3-85, 7-29-88, 3-10-89, 6-22-90 & 5-3-91; Revised 1-29-92; 5-8-92, 5-6-93; 3-29-94; 3-24-95; 4-25-96; 5-29-97; 10-16-98; Amended 5-27-99.

**300.040 FACULTY BYLAWS OF THE UNIVERSITY OF MISSOURI-ST. LOUIS**

**A. FACULTY**

1. Membership -- The Faculty of the University of Missouri-St. Louis shall consist of the President, the Chancellor, all persons with regular full-time academic appointments, and others elected by the faculty. Elected members so designated by the faculty shall be non-voting members.

2. Functions -- The Faculty of the University of Missouri-St. Louis, together with appropriate administrative officers, shall bear responsibility for recommending and implementing educational policy, particularly in areas of curriculum, degree requirements, methods of instruction, research, requirements for admission, student affairs, and faculty status. The Faculty may make recommendations to the Chancellor concerning general policy matters affecting the University. Where appropriate, the Faculty may delegate its responsibility to separate schools, colleges, or such other parallel units as may be created from time to time, to the Faculty [Senate], and to the [University Assembly] within the University of Missouri-St. Louis.

3. Meetings -- The Faculty of the University of Missouri-St. Louis shall meet at least twice each year and at such additional times as the President, Chancellor, or the Faculty itself may determine. Upon written request of twenty-five members of the Faculty, the Chancellor shall call a meeting within two weeks.

a. The President, or in the President's absence, the Chancellor, or in the Chancellor's absence, a member of the Faculty designated by the Chancellor shall preside at each faculty meeting.

b. A quorum shall consist of ten percent of the voting members of the Faculty.

c. Proceedings in Faculty meetings shall be in accordance with the rules set forth in the most recent edition of *Robert's Rules of Order* except where otherwise provided for in these Bylaws or the regulations of the University of Missouri-St. Louis.

d. The Chancellor shall appoint each year a Secretary of the Faculty who shall keep an official record of the proceedings of each meeting and shall transmit copies of the minutes to each member of the faculty. A copy of the official minutes shall be kept on file in the offices of the Registrar and the Vice Chancellor for Academic Affairs and shall be available to each member of the Faculty.



4. The Intercampus Faculty Council-- Three campus representatives will serve on the Intercampus Faculty Council. Two of the three shall be elected by the University of Missouri-St. Louis faculty to serve three-year staggered terms so that no more than one of the two elected members will be replaced or reelected in any year. The Senate Chairperson shall serve as an ex officio member of the Intercampus Faculty Council.

## **B. STUDENT BODY**

1. Membership -- The student body of the University of Missouri-St. Louis shall consist of all persons who are officially enrolled as regular full-time or part-time students in the University of Missouri-St. Louis.

2. Functions -- The student body shall have the responsibility to participate in the recommending and implementing of educational policy, particularly in the areas of academic and student affairs. The student body may, through its official representatives, make recommendations to the Vice Chancellor of Student Affairs or the Chancellor concerning general policy matters affecting the University of Missouri-St. Louis.

## **C. FACULTY SENATE OF THE UNIVERSITY OF MISSOURI-ST. LOUIS**

(Hereinafter referred to as Senate)

1. Membership -- The voting members of the Senate shall consist of elected voting representatives of the full-time regular and non-regular faculty and, as non-voting members, the Chancellor; the Vice Chancellor for Academic Affairs; and the Dean of the Graduate School.

a. For the purposes of Senate membership, the word "faculty" includes all those with full-time regular appointments as well as those with full-time non-regular academic appointments who have at least 50% teaching or research responsibilities per year and one of the following terms in their titles: adjunct professor, affiliate professor, visiting professor, clinical professor, research professor (professor to include assistant and associate ranks), lecturer, instructor or specialist.

b. Faculty so defined will have all the privileges of Senate participation including the right to vote on Senate membership, to be nominated for Senate membership, and to serve in the Senate and on Senate committees. Faculty so defined will be counted in apportioning Senate at-large representation, and hereinafter will be referred to as "faculty" to differentiate them from the Faculty as a whole.

c. Elected faculty members of the Senate shall serve three-year staggered terms with one-third of the body elected by the faculty annually. Any elected member of the Senate may be re-elected. The term of office of all Senators shall begin on the first day of August following their election.

d. Each department or parallel unit of the College of Arts and Sciences, Barnes College of Nursing, School of Business, School of Education, and School of Optometry and other parallel units with at least five tenured or tenure-track faculty will elect one representative by mail ballot distributed and tallied by the Faculty Senate.

- e. Following the election of the department and parallel unit representatives, an election will be held by mail ballot distributed and tallied by the Faculty Senate in each College and School for at-large representatives. The number of at-large representatives will be determined by the number of faculty (as determined in C.1.a) and as determined at the beginning of each fall semester with each specified school or college having a minimum of one at-large representative.
- i. Each College faculty will vote for its College representatives and each School faculty will vote for representatives of its School.
  - ii. The total number of at-large College and School representatives will be one-third of the number of representatives in C.1.d.
  - iii. For the purpose of determining the allocation of at-large seats, a faculty member with a joint appointment shall be counted as a member of the unit which receives the greater share of the faculty member's time. If a joint appointee's time is equally distributed between units, the faculty member may select the unit in which to be counted. However, a joint appointee who is serving a continuing term on the Senate will be assigned to the unit from which he/she was originally elected to the Senate. Joint appointees may vote only on the nominating ballot of the unit in which they are counted in determining the allocation of Senate seats.
- f. Each newly established academic department/unit with at least five tenured or tenure-track faculty will receive representation as spelled out in C.1.d and C.1.e.
- g. Elections of all Faculty representatives shall occur before April 1 of each year.
- h. A subcommittee of the Senate Steering Committee (4.b) shall be established to supervise the election of faculty members to the Senate and distribute and tally the ballots. The Subcommittee shall consist of the Senate Chairperson; the Chairperson of the Committee on Committees; and the Senate Secretary, who shall maintain a complete record of the votes received by all candidates.
- i. If a representative should resign from the University or from the Senate, the department or parallel unit, School, or College will elect a replacement by mail ballot conducted as in C.1.d and C.1.e. If a Senator should take a leave of absence for an academic year, an alternate shall be selected in the same manner to serve only during the duration of the leave of absence.
  - j. If an elected faculty Senator qualifies for service as an ex officio Senator, he/she will be moved immediately into the ex officio category. In accordance with the bylaws, a replacement will be designated to serve for the remainder of the academic year in which the vacancy occurs if the ex officio status is permanent. The balance (if any) of the faculty member's elected term will be filled at the next spring election of Senators.
2. Functions -- It shall be the responsibility of the Senate to exercise those functions of the Faculty (see Section 300.040 A.2) not reserved by the Faculty as a body or specifically delegated to the University Assembly (Section 300.040 D).

3. Meetings and Officers -- The Senate shall meet regularly each month during the academic year or in special meetings as called by the Steering Committee of the Senate. The Steering Committee shall call a special meeting of the Senate on request of the Chancellor or of any five members of the Senate. Proceedings in Senate meetings shall be in accordance with the rules set forth in the most recent edition of *Robert's Rules of Order*. A quorum shall consist of a majority of the elected faculty Senators. Following each election, the newly-constituted Senate shall meet for the sole purpose of selecting the Senate Chairperson, the Secretary of the Senate, and the Committee on Committees.

a. The elected officers of the Senate shall be the Senate Chairperson, who must be a voting faculty Senator, and the Secretary of the Senate, who must be a voting faculty Senator. The elected officers of the Senate shall serve for one year, beginning on the first day of August following their election. The elected officers may be re-elected.

b. The Senate Chairperson, or in the Chairperson's absence a voting member of the Senate designated by the Chairperson, shall be the presiding officer at each meeting of the Senate.

c. The Secretary of the Senate shall distribute the agenda to all members of the Senate at least three working days in advance of each meeting, shall keep minutes of each meeting of the Senate, and shall distribute a copy of the minutes of each meeting to all members of the Senate. The Secretary shall also maintain the official roster of the Senate, and shall collect annual reports on committee activities, which shall be submitted in written form by each committee chairperson no later than May 10 of each year.

4. Committees of the Senate -- All members of the faculty (as defined in C.1.a), Administration, and Staff shall be eligible to serve on Senate committees. Students who satisfy the eligibility requirements for service on the Assembly shall also be eligible to serve on Senate committees. With the exception of the Committee on Committees and Steering Committee, faculty members of the standing committees of the Senate shall be elected each year at the second organizational meeting of the Senate.

Faculty members of all standing Senate committees shall be elected by all voting members of the Senate.

Student members of standing Senate committees shall be elected by voting student members of the Assembly.

All standing and *ad hoc* committees of the Senate shall be chaired by faculty; the chairs of the Committee on Committees and the Bylaws and Rules Committee shall be faculty Senators, and the chair of the Steering Committee shall be the Senate Chairperson.

At least one elected member of each standing and ad hoc committee of the Senate shall be a voting faculty Senator. Faculty members of all standing committees except the Committee on Committees shall be elected for two-year terms, with half the faculty members to be replaced each year. Student members of all standing committees shall be elected for one-year terms which may be renewed. Each standing and ad hoc committee shall be convened by the Senate Chairperson. As its first order of business, each standing and ad hoc committee shall elect a chairperson. If a faculty member of a Senate

committee is to take a leave of absence (or semester's leave in the case of the independent Fall and Winter panels of the Committee on Research), a substitute shall be elected to serve for the entire academic year during which the leave is taken. A replacement will be elected to complete the remainder of the unexpired term of a committee member who becomes unable or ineligible to continue serving on a Senate committee.

Newly elected members of standing Senate committees shall assume office on the first day of August following their election unless completing the unexpired term of another member.

In their deliberations the committees shall, when appropriate, consult with the Chancellor or other administrative officers; with representatives of the separate schools, colleges, and other parallel units which may be created from time to time; with departments and concerned faculty; and with students and student organizations. Committee recommendations shall be made to the Senate or to the appropriate administrative officer.

The Senate shall establish the following standing committees:

a. Committee on Committees -- The Committee shall consist of one elected faculty Senator from each of the following units: Humanities, Natural Sciences/Mathematics, Social Sciences, Business Administration, Education, Nursing, Optometry, and such parallel units as may be created from time to time. The members of the Committee shall serve for one year. They shall be elected at a special meeting of the Senate called each spring, immediately following the election of the Senate. The Committee shall be convened by the newly elected Senate Chairperson, who shall assist the Committee with electing its chairperson. The Committee on Committees shall be responsible for nominating for election all faculty members of the committees of the Senate and the University Assembly. The chair of the Committee shall be a faculty Senator.

i. It shall be the responsibility of the committee to nominate for election by the Senate: (1) faculty members of all standing committees of the Senate; (2) faculty members of *ad hoc* committees of the Senate, when so instructed by the Senate. Where appropriate, the committee shall nominate members of *ad hoc* or standing statewide committees for election by the Senate or appointment by the Chancellor.

ii. It shall be the responsibility of the committee to nominate for election by the University Assembly: (1) faculty members of all standing committees of the Assembly; (2) faculty members of *ad hoc* committees of the Assembly, when so instructed by the Assembly. Where appropriate, the committee shall nominate members of *ad hoc* or standing statewide committees for election by the Assembly or appointment by the Chancellor.

iii. In preparing lists of nominees, the Committee may consult with the Chancellor, the Vice Chancellors, the academic deans or equivalent, and department chairpersons.

iv. Nominations made by the Committee shall be presented to the Senate or University Assembly as relevant. Members of the Senate shall have the right to make additional nominations from the floor for Senate committees. Members of the Assembly shall have the right to make additional nominations from the floor for Assembly committees.

b. Steering Committee of the Faculty Senate and University Assembly (hereinafter referred to as the Steering Committee) – The Steering Committee shall consist of the Senate Chairperson, who shall serve as Chairperson of the Steering Committee, the Chancellor, the Secretary of the Senate, and three elected Senators. Chairs of Senate and Assembly Committees will be asked to attend Steering Committee meetings when their committees have items for the agenda of the next Senate or Assembly meeting. It shall be the responsibility of the Steering Committee:

i. To call regular and special meetings of the Senate and Assembly and to prepare the agenda prior to each meeting.

ii. To coordinate the work and activities of the Senate and Assembly and of Senate and Assembly committees.

iii. To meet regularly and frequently with the Chancellor to discuss matters of policy concerning the University of Missouri-St. Louis.

iv. As an agency of the Senate and Assembly, to maintain avenues of communication with the Faculty and student body of the University of Missouri-St. Louis, with campus administrative officers and the governing board of the University.

v. To establish all guidelines for elections for membership in the Senate and Assembly and to supervise said elections.

During the month of April the Steering Committee shall examine its membership to determine which members will be absent during the summer session. Steering Committee members who will be absent shall designate their replacement from among the members of the Senate. If the Chairperson and/or Secretary of the Senate shall be absent, a summer replacement will be elected at the Steering Committee's April meeting. The minutes of that meeting shall include the summer roster. In the event of the need for emergency action during the summer, the Steering Committee will be empowered to act in behalf of the Senate and Assembly and will be obligated to report its action to the Senate and Assembly in the fall.

c. Committee on Curriculum and Instruction -- The Committee shall consist of the Vice Chancellor for Academic Affairs (non-voting); the Director of Admissions (non-voting); two students; and one faculty member from each of the following units: Humanities, Natural Sciences/Mathematics, Social Sciences, Business Administration, Education, Nursing, Optometry, and such parallel units as may be created from time to time.

i. The committee shall have general responsibility for recommending to the Senate policies and procedures in the areas of curriculum and instruction. It shall also recommend policies regarding graduation requirements, special honors programs, and academic publications such as catalogs and schedules of courses. Furthermore, it shall also recommend general policies and procedures governing the evaluation of academic instruction and advisement.

ii. The committee also shall regularly recommend to the Senate the calendar of the University. It shall recommend policies relating to schedules of classes and final examination schedules. Departures from calendars and examination schedules will be cleared through this committee.

iii. New degrees and degree programs proposed by the separate schools, colleges, or such other parallel units as may be created from time to time, shall be submitted by the appropriate dean or equivalent to the Committee for recommendation to the Senate.

iv. Curricular additions and changes will be sent by the appropriate dean or equivalent to the Committee to be examined for overlap and duplication. In the absence of overlap and/or duplication, such proposals will be reported to the Senate.

d. Committee on Appointments, Tenure, and Promotion --The Committee shall consist of full professors holding tenure appointments. There shall be one member on the Committee elected from each of the following units: Humanities, Natural Sciences/Mathematics, Social Sciences, Business Administration, Education, Nursing, Optometry, and such parallel units as may be created from time to time. There shall also be two members elected at large from the campus. The Committee shall elect a chairperson from among its members.

i. Initial academic appointments to the University of Missouri-St. Louis recommended as tenure appointments shall be submitted by the Department or Division concerned through the Dean or equivalent of the appropriate school, college, or other parallel unit. The Dean or equivalent shall forward the Department's or Division's recommendations with the Dean's or equivalent's own recommendations for approval or disapproval. After consideration, the Committee on Appointments, Tenure, and Promotion shall submit its recommendations to the Chancellor.

ii. Tenure recommendations for Faculty holding term appointments, and recommendations for promotion above the rank of assistant professor, shall be made in accordance with the procedure outlined above.

iii. It shall be the responsibility of this committee, together with the appropriate administrative officers, to establish, develop, and maintain in all areas of the University the highest standards of faculty quality.

e. Committee on Research -- The Committee shall consist of two panels, one meeting in the Fall semester and the other meeting in the Winter semester. Each panel shall include the senior campus research administrator (non-voting); five faculty members

from the College of Arts and Sciences (and no more than two from any one division of the College); and one faculty member from each of the following units: Business Administration, Education, Nursing, Optometry, and such parallel units as may be created from time to time.

i. The Fall and Winter panels shall meet jointly in the Fall to elect a committee chairperson, to clarify program objectives, to coordinate deadlines, to set guidelines for research proposals and awards, and to recommend policy to the senior campus research administrator. The panels shall meet separately to elect their respective panel leaders in the Fall. Thereafter, the panels shall meet during their semester of service to advise and make recommendations on:

(1) Competitions for internal grant funds, including financial support during the Summer and during research leaves, support for research assistants, grants for equipment and supplies, and funds for travel to research locations, and

(2) Nominations for campus, University, and external research awards that are available campus-wide.

ii. The panels shall also meet jointly after the Winter panel has completed its work in order to review procedures and develop recommendations for the following year's committee to consider.

iii. The committee chairperson shall vote only as a member of the panel to which he/she has been elected.

iv. Panel members are ineligible to receive funding and awards under the jurisdiction of the panel on which they serve during the period of their service on the panel. The committee chairperson is ineligible to receive funding and awards under the Committee's jurisdiction during the entire year of his/her service as chairperson.

f. Committee on University Libraries -- The Committee shall consist of the Director of Libraries (non-voting); eight faculty members elected by the Senate, no more than five of whom may be from a single college, school, or other parallel unit; and two students. The Committee shall:

i. Advise the Director of Libraries on policy issues, including budgetary issues;

ii. Serve as a liaison between the libraries and the University community via the University Senate;

iii. Advise the University administration about policies and recommendations adopted by the Senate or the Committee; and

iv. Consider any matter referred by the Senate, the Director of Libraries, or any member of the campus community.

g. Committee on Faculty Teaching and Service Awards -- The Committee shall consist of the following faculty members elected by the Senate: five faculty members from the College of Arts and Sciences (no more than two from any one division of the

College); one faculty member from each of the following units: Business Administration, Education, Nursing, Optometry, and such parallel units as may be created from time to time; and two students. The Committee shall:

- i. Formulate and publish guidelines for campus, University, and external teaching and service awards that are available campus-wide;
- ii. Solicit nominations for these awards; and
- iii. Recommend candidates to the Chancellor.

Members of the Committee are ineligible to receive awards under the Committee's jurisdiction during the entire period of their service on the Committee.

h. Committee on the Assessment of Educational Outcomes -- The Committee shall consist of the Vice Chancellor for Academic Affairs (non-voting); the administrative appointee in charge of assessment (non-voting); two students; and the following faculty elected by the Senate: one faculty member from each of the following units: Humanities, Natural Sciences/Mathematics, Social Sciences, Business Administration, Education, Nursing, Optometry, and such parallel units as may be created from time to time.

The Committee shall have the general responsibility of making recommendations concerning policies in the area of assessment of educational outcomes and related matters. The Committee shall also regularly review and advise on policies and procedures in this area and recommend changes when appropriate.

i. Academic Advisory Committee -- The committee shall consist of the Vice Chancellor for Academic Affairs and the following faculty elected by the Senate: one faculty member from each of the following units: Humanities, Natural Sciences/Mathematics, Social Sciences, Business Administration, Education, Nursing, Optometry, and such parallel units as may be created from time to time.

The Committee shall have the general responsibility of making recommendations to the Vice Chancellor of Academic affairs on academic issues affecting the University.

j. Committee on Bylaws and Rules for the Faculty Senate and University Assembly -- The Committee shall consist of six faculty members elected by the Senate who are broadly representative of the Faculty, and two students. The Committee shall:

- i. Receive all proposals for Bylaws changes, review proposed Bylaws changes, and initiate the process of Bylaws changes as smoothly and infrequently as possible.
- ii. Recommend interpretation of the Bylaws upon the written request of the Senate Chairperson, and report its conclusions to the Senate.
- iii. Compile and maintain a current set of Senate Operating Rules, consider changes in Operating Rules, and report recommendations regarding Operating Rules to the Senate.



- iv. The Committee may initiate proposals for Bylaws changes.
- v. The Committee shall recommend approval or disapproval of each proposed Bylaws change within two Senate meetings following receipt of the proposal.
- k. *Ad Hoc* Committees -- As the need arises, the Senate shall establish or recommend to the Chancellor establishment of *ad hoc* committees.
  - i. *Ad Hoc* Senate committees shall be established through Senate approval of nominees selected by the Senate Committee on Committees or by nomination from the floor of the Senate. The faculty composition for each *ad hoc* committee shall be determined by the Faculty Senate.
  - ii. *Ad Hoc* Administration - Senate Committees shall be recommended to the Chancellor by the Senate to include a specific number of appointed and elected members. The faculty elected members shall be chosen by the Senate as provided above.
- l. University Wide and Statewide Committees -- Reports from University wide and statewide committees may be presented to the Senate. Whenever possible, representatives of the University of Missouri-St. Louis serving on University wide and/or statewide committees should advise the Senate Steering Committee if a report to the Senate is necessary.

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## D. UNIVERSITY ASSEMBLY OF THE UNIVERSITY OF MISSOURI-ST. LOUIS

(Hereinafter referred to as Assembly)

1. **Membership** -- The voting members of the Assembly shall consist of the elected members of the Faculty Senate; the Chancellor; the Vice Chancellor for Academic Affairs; the Dean of the Graduate School; the Vice Chancellor for Student Affairs; the Dean of Continuing Education; student representatives equal in number to one-third of the Faculty members of the Assembly; and three staff members, including the President of the Staff Association. Non-voting members shall consist of vice chancellors not already included, deans of all colleges and schools (whether or not their faculties are represented), the Director of the Libraries, and the President of the Student Government Association.

Elected faculty members of the Assembly shall serve three-year staggered terms co-terminous with their service in the Faculty Senate. Elected student members of the Assembly will serve a term of one year and shall be elected by the student body each year. Any elected member of the Assembly may be re-elected. The term of office of all Senators shall begin on the first day of August following their election. Staff members will be selected by the Staff Association.

Each year during the winter semester student members shall be elected at large without regard to departmental, school, college, or divisional affiliation. To qualify for service on the Assembly, a student must be enrolled in good standing, must not be on disciplinary probation, must have a cumulative grade point average calculated by the University of Missouri-St. Louis to be at least 2.0, and must have completed a minimum of nine hours of academic credit at the University of Missouri-St. Louis. Qualified students who are interested in becoming members of the Assembly shall make their candidacy known to the Vice Chancellor for Student Affairs by March 1 of each year. The Vice Chancellor shall verify that the candidates satisfy all requirements for service on the Assembly. Not later than March 15 of each year, duly registered students shall elect the appropriate number of student senators from the list of eligible candidates making themselves available. Only eligible students who file their candidacy in advance may be elected.

2. **Functions** -- It shall be the responsibility of the Assembly to exercise those functions of the faculty (see Section 300.040 A.2) delegated by the Faculty as a body.

3. **Meetings and Officers** -- The Assembly shall meet regularly every other month during the academic year or in special meetings as called by the Steering Committee of the Faculty Senate and the University Assembly (hereinafter referred to as the Steering Committee). The Steering Committee shall call a special meeting of the Assembly on request of the Chancellor or of any five members of the Assembly. Proceedings in Assembly meetings shall be in accordance with the rules set forth in the most recent edition of Robert's Rules of Order. A quorum shall consist of a majority of the elected representatives.

a. The elected officers of the Assembly shall be the same as those for the Faculty Senate.

b. The Chairperson, or in the Chairperson's absence a voting member of the Assembly designated by the Chairperson, shall be the presiding officer at each meeting of the Assembly. The Secretary shall distribute the agenda to all members of the Assembly at least three days in advance of each meeting, shall keep minutes of each meeting of the Assembly, and shall distribute a copy of the minutes of each meeting to all members of the Assembly. The Secretary shall also maintain the official roster of the Assembly, and shall collect annual reports on committee activities, which shall be submitted in written form by each committee chairperson no later than May 10 of each year.

4. Committees of the Assembly -- All members of the faculty (as defined in C.1.a), Administration, and Staff shall be eligible to serve on Assembly committees. Students who satisfy the eligibility requirements for service on the Assembly shall also be eligible to serve on Assembly committees. The standing committees of the Assembly shall be elected each year at the first organizational meeting of the Assembly.

All faculty members of the University Assembly will be elected only by voting faculty members of the Assembly for service on standing University Assembly committees.

All student members of the University Assembly will be elected only by voting student members of the Assembly for service on standing University Assembly committees.

All staff members shall be selected by the Staff Association.

At least one elected member of each standing and *ad hoc* committee of the Assembly shall be a voting faculty Senator. Faculty members of all standing committees except the Committee on Committees and the Budget and Planning Committee shall be elected for two-year terms, with half the faculty members to be replaced each year. Student members of all standing committees shall be elected for one-year terms which may be renewed. Each standing and *ad hoc* committee shall be convened by the Senate Chairperson. As its first order of business, each standing and *ad hoc* committee shall elect a chairperson. If a faculty member of an Assembly committee is to take a leave of absence, a substitute shall be elected to serve for the entire academic year during which the leave is taken. A replacement will be elected to complete the remainder of the unexpired term of a committee member who becomes unable or ineligible to continue serving on a Senate committee

Newly elected members of standing Assembly committees shall assume office on the first day of August following their election unless completing the unexpired term of another member.

In their deliberations the committees shall, when appropriate, consult with the Chancellor or other administrative officers; with representatives of the separate schools, colleges, and other parallel units which may be created from time to time; with departments and concerned faculty; and with students and student organizations; and with staff and staff organizations. Committee recommendations shall be made to the Assembly or to the appropriate administrative officer.

The Steering Committee of the Senate shall serve the same function for the University Assembly.

The Assembly shall establish the following standing committees:

a. Administrator Evaluation--the Administrator Evaluation Committee shall annually conduct an evaluation of administrators on the UM-St. Louis campus.

i. This committee shall be chaired by a faculty member.

ii. This committee shall consist of at least five faculty members representing at least three schools or colleges, one student, and one staff member.

iii. This committee is responsible for distributing an approved evaluation form to the faculty of the UM-St. Louis, collecting forms, and tabulating the results.

iv. This committee shall present the results to the Steering Committee for review. Upon approval of a report, the report is to be distributed to all members of the Assembly.

b. Budget and Planning Committee -- The voting members of the Committee shall consist of the Chancellor, who shall serve as Chairperson; the Senate Chairperson; the President of the Staff Association; two students; and one faculty member from each of the following units: Humanities, Natural Sciences/Mathematics, Social Sciences, Business Administration, Education, Nursing, Optometry, and such parallel units as may be created from time to time. Faculty representatives shall be elected by the Assembly for staggered three-year terms. Ex-officio, non-voting members shall include the vice chancellors for Academic Affairs; Managerial and Technological Services; Administrative Services; University Relations; and Student Affairs.

This committee is a response to the mandate of Section 140.020 of the Collected Rules: "Faculty must be meaningfully involved through regular on-going mechanisms with the total University fiscal situation. Appropriate committees with faculty members at the system and campus levels shall be created and designated to advise in education planning, to appraise resource needs and fiscal conditions, and to advise on allocation and reallocation of resources."

The committee shall examine general budgetary allocations and priorities, shall consider questions relating to the development of the University of Missouri-St. Louis and to the University of Missouri as a whole, and shall make recommendations on development and fiscal matters to the Chancellor. The committee shall report on its work at each Assembly and each Senate meeting.

c. Committee on Recruitment, Admissions, Retention, and Student Financial Aid -  
- The Committee shall consist of the Vice Chancellors for Academic Affairs and Student Affairs (both non-voting), the Director of Admissions (non-voting), the

Director of Student Financial Aid (non-voting), six faculty members and two student members. The Committee shall be chaired by a faculty member. The Committee shall:

- i. Recommend policies and procedures to the Assembly, the Director of Admissions, and the Director of Student Financial Aid regarding recruitment, admissions, retention, and student financial aid;
- ii. Monitor recruitment, admissions, retention, and student financial aid activities and report on a regular basis to the Assembly; and
- iii. Rule on appeals made by applicants regarding admission to the University and student financial aid.

d. Committee on Student Affairs and Student Publications -- The Committee shall consist of the Vice Chancellors for Student Affairs and Administrative Services (both non-voting), the President of the Student Government Association (non-voting), the Editor of the Current, the Advisor to the Current (non-voting), four faculty members and four student members. Its members shall be broadly representative of the various academic disciplines, schools, colleges, and other parallel units which may be created from time to time.

The Committee on Student Affairs and Student Publications shall be responsible for recommending and reviewing policy in the areas of non-academic regulations and student services, and for advising the Vice Chancellor of Student Affairs, and for recommending and reviewing policy concerning student publications which are directly funded by the University. The responsibilities of the committee may be exercised by subcommittees established in any of the above areas. Faculty and staff members with administrative responsibilities in these areas shall be members of the subcommittees dealing in those areas. This charge does not contradict nor supersede the explicit charge of any of the other standing committees of the Assembly.

e. Committee on Physical Facilities and General Services -- The Committee shall consist of the Vice Chancellor for Administrative Services (non-voting), six faculty members including at least one from the north and one from the south campus, three students, and one representative selected by the Staff Association.

The committee shall have general responsibility for recommending to the Assembly policies and procedures in the areas of campus facilities and general services. It shall act in an advisory and fact-finding capacity for the planning of physical facilities, review and report priority matters relating to maintenance, construction, and support services to the Assembly and review and process complaints and suggestions regarding physical facilities and services.

f. Committee on Computing and Instructional Technology -- The Committee shall consist of the Coordinator of Campus Computing (non-voting), the Director of the Instructional Technology Center (non-voting), one representative selected by the Staff Association, two students, and one faculty member from each of the

following units: Humanities, Natural Sciences/Mathematics, Social Sciences, Business Administration, Education, Nursing, Optometry, and such parallel units as may be created from time to time.

i. The Committee shall be responsible for reviewing general policy issues regarding campus computing and video instruction, including on-campus computer classrooms and laboratories and their maintenance, scheduling, and supporting resources and for monitoring the quality and effectiveness of video and instructional technology.

ii. Provide advice regarding video production programming.

iii. Provide advice on acquisitions of audio-visual and video telecommunications equipment for the campus and provide input on campus policies and operational procedures related to facility and equipment utilization and services.

iv. Coordinate the activities of video-enhanced instruction on the campus for the purpose of securing funding.

v. Serve as an advisory body for the development and implementation of video technology as a component of integration with digital voice and data systems, both on the campus and in the University of Missouri System.

vi. Oversee distance learning policy, including but not limited to property rights of Faculty and workload and credit implications for Faculty.

The Committee shall present timely reports and recommendations to the Assembly and to the Coordinator of Campus Computing. The Committee shall coordinate with the Committee on University Libraries and with any other committees on telecommunications and technology on issues of mutual concern.

g. *Ad Hoc* Committees -- As the need arises, the Assembly shall establish or recommend to the Chancellor establishment of *ad hoc* committees. *Ad Hoc* Assembly committees shall be established through Assembly approval of nominees selected by the Senate/Assembly Committee on Committees or by nomination from the floor of the Assembly. The composition for each *ad hoc* committee shall be determined by the University Assembly.

h. University Wide and Statewide Committees -- Reports from University wide and statewide committees may be presented to the Assembly. Whenever possible, representatives of the University of Missouri-St. Louis serving on University wide and/or statewide committees should advise the Steering Committee if a report to the Assembly is necessary.

## **E. AMENDMENTS**

- 1. Proposed changes to these Bylaws shall be submitted to or initiated by the Bylaws and Rules Committee, which will follow the relevant procedures outlined above (C.4.j) and then provide them in written form to the Faculty Senate or University Assembly as appropriate. The appropriate body shall then recommend passage or rejection of the proposed amendment(s) by majority vote. Upon passage of an amendment by the Senate or Assembly, the Chancellor shall submit the proposed change in writing to the Faculty of the University of Missouri-St. Louis. Ballots shall be mailed individually to all persons eligible to vote. Bylaws changes recommended by the Senate or Assembly shall be adopted by a majority of votes cast by the Faculty.**
- 2. Senate Operating Rules may be amended by majority vote of the Senate.**
- 3. Assembly Operating Rules may be amended by majority vote of the Assembly.**

Attachment 7

Report to the Senate from the ATP Committee  
December 7, 1999

This Fall, the ATP Committee has been enagaed in revising the campus' tenure and promotion guidelines. This revision is driven by Executive Order 6A in the UM System Collected Rules and Regulations and by a desire to make the tenure and promotion process better defined and more uniform across units. Our goal is to complete a draft of the guidelines by the end of the calendar year and distribute copies to all faculty members in early January. Open meetings are tentatively scheduled for January 25 and January 31 for discussions of the revised document. (2:00 p.m.)

Respectfully submitted,  
Bruce Wilking



**REPORT OF THE SENATE BUDGET AND PLANNING  
COMMITTEE**

December 7, 1999

At the December 1<sup>st</sup> meeting, the Budget and Planning Committee started hearing presentations by the unit managers. Evening College, Nursing, Honors College and Student Affairs made presentations concerning the budget implications of the President's Strategic Plan.

These presentations will continue through the month of December according to the following schedule:

Wednesday, December 8, 1999

9:30 a.m. – 11:30 a.m.

126 J.C. Penney

Presentations: CAD, Continuing Education & Outreach, Education, Library, Administrative Services

Wednesday, December 15, 1999

10:00 a.m. – 12 Noon

331 SSB

Presentations: Arts & Sciences, Engineering, Managerial & Technological Services, Public Policy

Wednesday, December 22, 1999

10:00 a.m. – 12 Noon

126 J.C. Penney

Presentations: Business, Graduate School, International Studies, Optometry, University Relations

These dates and locations are also posted on the Web under the Senate home page.

**APPROVED BY THE SENATE ON DECEMBER 7, 1999 (PENDING BOARD APPROVAL)  
UNIVERSITY OF MISSOURI - ST. LOUIS  
ACADEMIC CALENDAR FOR 1999-2000**

<b>1999</b>		<b>FIRST SEMESTER</b>	
August 23	Monday, classes begin 8 a.m.	M	15
September 4	Saturday, Labor Day holiday begins 3 p.m.	T	16
September 7	Tuesday, classes resume 8 a.m.	W	15
November 23	Tuesday, Thanksgiving holiday begins 11 p.m.	R	14
November 29	Monday, classes resume 8 a.m.	<u>F</u>	<u>14</u>
December 8	Wednesday, classes end 11 p.m.	Total	74
December 9, 10	Thursday/Friday, Intensive study days*		
December 13	Monday, final examinations begin		
December 21	Tuesday, first semester closes end of day		

**2000**  
January 9                      Sunday, mid-year commencement

<b>2000</b>		<b>SECOND SEMESTER</b>	
January 10	Monday, classes begin 8 a.m.	M	15
January 17	Monday, Dr. Martin Luther King holiday	T	15
March 25	Saturday, spring recess begins 5 p.m.	W	15
April 3	Monday, classes resume 8 a.m.	R	15
May 1	Monday, classes end 11 p.m.	<u>F</u>	<u>15</u>
May 2, 3	Tuesday/Wednesday, Intensive study days*	Total	75
May 4	Thursday, final examinations begin		
May 11	Thursday, second semester closes end of day		
May 13	Saturday, annual commencement		

\*Intensive study days -- no classes held, no exams scheduled

Note: Students will not be allowed to enter courses (undergraduate and/or graduate) following the first week of a regular semester without the written consent of the instructor. (Effective Winter 2000).

**2000                      SUMMER SESSIONS**

**I. INTERSESSION (4 WEEKS)**

May 15                      Monday, classes begin 8 a.m.  
May 29                      Monday, Memorial Day holiday  
June 9                      Friday, session closes end of day

**II. SUMMER SESSION 1 (8 WEEKS)**

June 12                      Monday, classes begin 8 a.m.  
July 4                      Tuesday, Independence Day holiday  
August 2, 3, 4              Wednesday/Thursday/Friday final examinations  
August 4                      Friday, session closes end of day

**III. SUMMER SESSION 2 (4 WEEKS)**

June 12                      Monday, classes begin 8 a.m.  
July 4                      Tuesday, Independence Day holiday  
July 7                      Friday, session closes end of day

**IV. SUMMER SESSION 3 (4 WEEKS)**

July 10                      Monday, classes begin 8 a.m.  
August 4                      Friday, session closes end of day

August 6                      Sunday, summer commencement

**APPROVED BY THE SENATE ON DECEMBER 7, 1999 (PENDING BOARD APPROVAL)  
UNIVERSITY OF MISSOURI - ST. LOUIS  
ACADEMIC CALENDAR FOR 2000-2001**

<b>2000</b>	<b>FIRST SEMESTER</b>	
August 21	Monday, classes begin 8 a.m.	M 15
September 2	Saturday, Labor Day holiday begins 5 p.m.	T 16
September 5	Tuesday, classes resume 8 a.m.	W 15
November 21	Tuesday, Thanksgiving holiday begins 11 p.m.	TH 14
November 27	Monday, classes resume 8 a.m.	F 14
December 6	Wednesday, classes end 11 p.m.	Total 74
December 7, 8	Thursday/Friday, Intensive study days*	
December 11	Monday, final examinations begin	
December 19	Tuesday, first semester closes end of day	

**2001**  
January 14                      Sunday, mid-year commencement

<b>2001</b>	<b>SECOND SEMESTER</b>	
January 15	Monday, Dr. Martin Luther King holiday	M 15
January 16	Tuesday, classes begin 8 a.m.	T 15
March 24	Saturday, spring recess begins 5 p.m.	W 15
April 2	Monday, classes resume 8 a.m.	TH 15
May 7	Monday, classes end 11 p.m.	F 15
May 8, 9	Tuesday/Wednesday, Intensive study days*	Total 75
May 10	Thursday, final examinations begin	
May 17	Thursday, second semester closes end of day	
May 19	Saturday, annual commencement	

\*Intensive study days -- no classes held, no exams scheduled

Note: Students will not be allowed to enter courses (undergraduate and/or graduate) following the first week of a regular semester without the written consent of the instructor. (Effective Winter 2000).

**2001                      SUMMER SESSIONS**

**I. INTERSESSION (4 WEEKS)**

May 21                      Monday, classes begin 8 a.m.  
May 28                      Monday, Memorial Day holiday  
June 15                      Friday, session closes end of day

**II. SUMMER SESSION 1 (8 WEEKS)**

June 18                      Monday, classes begin 8 a.m.  
July 4                        Wednesday, Independence Day holiday  
August 8, 9, 10              Wednesday/Thursday/Friday final examinations  
August 10                      Friday, session closes end of day

**III. SUMMER SESSION 2 (4 WEEKS)**

June 18                      Monday, classes begin 8 a.m.  
July 4                        Wednesday, Independence Day holiday  
July 13                        Friday, session closes end of day

**IV. SUMMER SESSION 3 (4 WEEKS)**

July 16                        Monday, classes begin 8 a.m.  
August 10                      Friday, session closes end of day

August 12                      Sunday, summer commencement

**APPROVED BY THE SENATE ON DECEMBER 7, 1999 (PENDING BOARD APPROVAL)  
UNIVERSITY OF MISSOURI - ST. LOUIS  
ACADEMIC CALENDAR FOR 2001-2002**

**2001**

**FIRST SEMESTER**

August 22	Wednesday, classes begin 8 a.m.	M	15
September 1	Saturday, Labor Day holiday begins 5 p.m.	T	15
September 4	Tuesday, classes resume 8 a.m.	W	15
November 20	Tuesday, Thanksgiving holiday begins 11 p.m.	TH	15
November 26	Monday, classes resume 8 a.m.	<u>F</u>	<u>15</u>
December 10	Monday, classes end 11 p.m.	Total	75
December 11	Tuesday, Intensive study day*		
December 12	Wednesday, final examinations begin		
December 20	Thursday, first semester closes end of day		

**2002**

January 13                      Sunday, mid-year commencement

**SECOND SEMESTER**

January 14	Monday, classes begin 8 a.m.	M	15
January 21	Monday, Dr. Martin Luther King holiday	T	15
March 23	Saturday, spring recess begins 5 p.m.	W	15
April 1	Monday, classes resume 8 a.m.	TH	15
May 6	Monday, classes end 11 p.m.	<u>F</u>	<u>15</u>
May 7	Tuesday Intensive study day*	Total	75
May 8	Wednesday, final examinations begin		
May 16	Thursday, second semester closes end of day		
May 18	Saturday, annual commencement		

\*Intensive study days -- no classes held, no exams scheduled

Note: Students will not be allowed to enter courses (undergraduate and/or graduate) following the first week of a regular semester without the written consent of the instructor.

**2002**

**SUMMER SESSIONS**

**I. INTERSESSION (4 WEEKS)**

May 20	Monday, classes begin 8 a.m.
May 27	Monday, Memorial Day holiday
June 14	Friday, session closes end of day

**II. SUMMER SESSION 1 (8 WEEKS)**

June 17	Monday, classes begin 8 a.m.
July 4	Thursday, Independence Day holiday
August 7, 8, 9	Wednesday/Thursday/Friday final examinations
August 9	Friday, session closes end of day

**III. SUMMER SESSION 2 (4 WEEKS)**

June 17	Monday, classes begin 8 a.m.
July 4	Thursday, Independence Day holiday
July 12	Friday, session closes end of day

**IV. SUMMER SESSION 3 (4 WEEKS)**

July 15	Monday, classes begin 8 a.m.
August 9	Friday, session closes end of day

August 11                      Sunday, summer commencement

**University Senate Committee on Libraries**  
**December 7, 1998**  
Harold H. Harris

The Senate Committee on Libraries met briefly on November 23, for updates on the status of the search for a new University Librarian, and on budget concerns for the Library. Acting Director of Libraries Sandy Snell expressed to the Committee her concern about the impact of the impending campus-wide reallocation process. The Libraries report on the impact of reallocation will be presented to the Senate Budget and Planning Committee as part of its meeting tomorrow, December 8, 9:30-11:30 in 126 J. C. Penney Building. A second budgetary concern is centered on the continuing increases in the costs of library materials, especially journals. As you may know, inflation in this category has been increasing substantially faster than the consumer price index and the higher education price index. It is projected that a shortfall approaching 500 K\$ for the 2001 calendar year would result from the continuation of recent trends, even without a mandated real-money decrease in the library budget. The Committee anticipates being involved in helping to devise rational procedures by which allocations of library resources would be made, not only for journals and books, but also for electronic materials, which are becoming increasingly important to students and faculty.

The Search Committee for the University Librarian has been meeting regularly all semester, under the chairmanship of Jerry Durham, Dean of the School of Nursing. Three finalist candidates have been identified, and interview trips to campus are being arranged in January. The faculty at large will be invited to meet with each candidate and to participate in the selection process by providing written evaluations of those interviews. I regret that I am not able at this meeting to disclose the names of the remaining candidates, because some of the second-tier applicants have not yet been formally notified of their status. The Search Committee will be notifying you as soon as possible about the interview schedule.

Hal Harris