University of Missouri St. Louis

Senate

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MEMORANDUM

TO: The Senate

FROM: Dr. Lawrence Friedman, Senate Chairperson LF/ca

DATE: January 14, 1998

The Senate is scheduled to meet at 3 p.m. on Tuesday, January 20, in 126 J.C. Penney. The agenda follows:

I. Report from the Chancellor -- Vice Chancellor Jack Nelson (representing Chancellor Touhill)

II. Report from the Intercampus Faculty Council -- Dr. Susan Feigenbaum

III. Committee reports:

A. Budget and Planning -- Vice Chancellor Jack Nelson
B. Curriculum and Instruction (action items, please bring the attachment distributed with the 12/9/97 agenda) -- Professor David Ganz
C. Computing -- Dr. Susan Sanchez
D. Physical Facilities and General Services -- Mr. Robert Roeseler
E. Bylaws and Rules (action items, please bring the attachment distributed with the 12/9/97 agenda) -- Dr. William Long
F. Video Technology Presentation -- Dr. Bernard Feldman

IV. Other business

(to be considered
for approval at
2/17/98 Senate meeting)

UM-ST. LOUIS
SENATE MINUTES
January 20, 1998
3 p.m. 126 J. C. Penney

The meeting was called to order at 3:02 p.m. The Chairperson reported that minutes from the December meeting will be distributed and considered for approval at the February 17 Senate meeting.

Report from the Chairperson -- Dr. Lawrence Friedman

Congratulations were extended to Chancellor Blanche Touhill on her designation as "Citizen of the Year."

Senators were invited to attend the January 29 meeting of the Board of Curators, to be held at UM-St. Louis.

Report from the Chancellor -- Vice Chancellor Jack Nelson for Chancellor Blanche Touhill

On-campus enrollment for the winter semester is up by nearly 2 percent over a year ago, and credit hour production is up by 917. Our wait-list continues to be a problem. Vice Chancellor Nelson said he will be reviewing the list in view of low enrollment classes.

Beginning with the 1998-99 academic year, Academic Affairs will establish a process for soliciting and reviewing nominations for both Curators' Professorships and Distinguished Teaching Professorships. Each will carry a $10,000 annual stipend, half of which may be used to supplement the recipient's salary.

The search committee for the Director of the Public Policy Research Center is being reconstituted. The committee will be chaired by Dr. Andrew Glassberg. Other members include Drs. Richard Burnett, Michele Hoyman, George McCall, Donald Phares, Van Reidhead, Roberta Lee, L. Douglas Smith, as well as Ms. Elizabeth Van Uum and Mr. Larry Mooney, who will represent St. Louis County government. A representative from St. Louis City government has yet to be designated.

Reacting to pressure from the community colleges, the Coordinating Board for Higher Education is likely to lift its limit of 64 on the number of credits that can be transferred from a community college. Simultaneously, community colleges are pressing CBHE and the University System to accept

substantially more than 64 credits. They would like us to accept at least as many credits from them as we are willing to accept from a four-year institution. Acting Vice President Stephen Lehmkuhle is coordinating the System's response in cooperation with the other four-year institutions.

Vice Chancellor Nelson reported that our proposal for a Ph.D. in Education has been sent to CBHE and approval is expected soon. Following that approval, Dr. Lehmkuhle has agreed to forward our proposal for a Master's in Social Work to CBHE.

The University of Missouri-Rolla will move all courses it offers on our campus to a site at the Missouri Research Park. With this news, we are pressing the System to implement the agreement to transfer the Master's in Computer Science from UMR to our campus.

A consultant is coming in this week to advise us on how to meet the substantial demand for offerings from the Communication Department. Currently, six tenured faculty members serve 390 majors. Vice Chancellor Nelson said it is likely that we will put additional resources into this department.

Construction of a 700-space parking garage along West Drive could begin as early as March and be open within 18 months from that date. Curators approved the project at their December meeting. The campus will ask the curators to begin the same process for a larger parking garage along East Drive. If all goes well, that structure could be open within two-and-a-half years.

Student Activities and the University Program Board sponsored a Step Show on December 20 at the J. C. Penney Auditorium. More than 500 people attended this presentation of choreographed dance routines.

In cooperation with the Alumni Association, Counseling Services is beginning a program that will serve graduates who are seeking a new career path. Members of the Alumni Association will be offered a special reduced rate for these services.

Close coordination between faculty and University Relations staff is having a tremendous impact on our fund-raising totals. At the midpoint of this fiscal year, the University had received more than $3.5 million in private gifts.

Recent media attention has focused on the research of both Dr. Philip Fraundorf and Dean Douglas Wartzok, who were recently profiled in the St. Louis Post-Dispatch. Television interviews featured Dr. William Welsh and Dr. Vicki Sauter, along with their students. Chancellor Touhill was the subject of a two-page article in the Post-Dispatch on receiving recognition as "Citizen of the Year."

St. Louis Mayor Clarence Harmon has revised his earlier position concerning our performing arts center.

Report from the Intercampus Faculty Council -- Dr. Susan Feigenbaum

(see attached)

Report from the Student Government Association -- Mr. Jim Avery

Mr. Avery reported that we are awaiting word from the Governor regarding the appointment of a student curator. Concerning student senator elections, Mr. Avery challenged senators to each solicit one student to run this year and said he will solicit 25 candidates himself.

Report from the Budget and Planning Committee -- Vice Chancellor Nelson for Chancellor Blanche Touhill

The Committee met on December 15, at which time Dean Wartzok presented a report on research funding. It was announced that President Pacheco will have a lobbyist in Washington, D.C. who will work to promote selected research proposals. The date of the Committee's next meeting had yet to be determined, but Vice Chancellor Nelson indicated that, customarily, the Committee will be meeting on a two-week cycle.

Report from the Committee on Curriculum and Instruction -- Professor David Ganz

All action items (see agenda) were approved. Professor Ganz briefed the Senate on several discussion items on the Committee's agenda, including a grade change policy, the possibility of moving to a two-year Bulletin, the proposed renumbering of courses, and the articulation issue with the community colleges. In closing, Professor Ganz called the Senate's attention to course actions that were approved by the Committee.

Report from the Committee on Computing -- Dr. Susan Sanchez

The Committee has developed guidelines concerning ATC scheduling (see attached). Dr. Sanchez also reported that the second round of Southwestern Bell awards have been announced. She encouraged those interested to apply and noted that the Chairperson of the Committee on Research has been added to the review committee.

Recycling -- Mr. Robert Roeseler

About $7,000 has been realized from our recycling effort, and the money has been used to plant several trees on the campus. Mr. Roeseler encouraged

everyone to continue to recycle and to sort garbage from trash so that our trash will be accepted by the recycling company.

Report from the Committee on Bylaws and Rules -- Dr. William Long

Two proposals, one to add the Vice Chancellor for Student Affairs to the Committee on Recruitment, Admissions, Retention and Student Financial Aid, the other to add the Vice Chancellor for Administrative Services to the Committee on Student Affairs, passed without discussion or dissent.

A proposal to allow the Senate Chairperson to appoint committee members to fill elected positions when vacancies occur on all but four committees was returned to Bylaws and Rules. Drs. Roland Champagne and L. Douglas Smith questioned the policy of replacing faculty members who are on leave for a period that may extend longer than their leave. For example, under the present bylaws, a committee member who is on leave in the fall must be replaced for the entire academic year.

The Senate Chair indicated that the February meeting would be the last opportunity to consider bylaw amendments that will be submitted for vote in this spring's campus referendum.

Video Technology -- Dean Wendell Smith

Dean Smith introduced the new Director of the Instructional Technology Center, who presented information to the Senate and invited everyone to attend an Open House at the ITC on February 16 from 2:00-4:30 p.m.

Honorary Awards -- Vice Chancellor Kathleen Osborn

The Senate then met in Executive Session to consider a candidate proposed to receive an honorary degree.

Completing the business at hand, the meeting adjourned at 4:15 p.m.

Respectfully submitted,

David R. Ganz

David Ganz
Acting Secretary

IFC REPORT
UM-St. Louis Faculty Senate
January 20, 1998

The Intercampus Faculty Council has met twice since our last Senate meeting. At its December meeting, members discussed the status of its project to compare total faculty compensation -- including salary and fringe benefits -- by rank and discipline for each UM campus, to our AAU comparator group. The primary purpose of this project is to benchmark the adequacy of the University's pension plan and to assess whether the University has in fact achieved the goals of its last five year plan, which included reaching parity in salaries with its AAU comparator group. The office of Vice President of Academic Affairs has offered to facilitate data acquisition for this project. The meeting with President Pacheco again focussed on pressures being brought to bear on the state legislature by two-year colleges unhappy with implementation of current articulation agreements. Specifically, Vice-President Lehmkuhle noted that concern was being expressed repeatedly about credit transfer problems; he is in the process of pursuing the specifics of these concerns to gauge the real magnitude of such problems. Meanwhile, there is increasing pressure to not only enforce current articulation agreements, but to enhance the role of two-year colleges in providing junior-level coursework. President Pacheco stressed the importance of working with local two-year colleges to track the success of transfer students in UM upperclass courses; specifically, it would be useful to identify current weaknesses in two-year college prerequisite offerings that may compromise their students' success rates once they've transferred. The President also addressed the financing of the new Administrative Data System that has recently been approved by the Board of Curators. He noted that the ultimate cost of the system will likely be higher than rumored, perhaps as high as $40 million. However, the cost to each campus will be about a third of what was previously anticipated, the rest coming from system-level funds. President Pacheco was asked to keep faculty informed about this initiative, particularly those changes in computing systems that will impose potentially high transition costs on faculty (for example, changes in e-mail systems and word processing software).

At its January meeting, the IFC focussed on possible modifications to the current faculty grievance procedures, reviewing concerns and proposals from faculty members at each of the campuses. The major grievance procedure concerns that will be addressed in the next few IFC meetings are: (i) the lack of incentives for timeliness on the part of administrators involved in the process; (ii) the question of who should be present during grievance proceedings; (iii) the level of evidence necessary to support grievances; (iv)

the role of nonregular faculty in the grievance process; (v) the process by which grievances are identified as primarily administrative in nature, and therefore not grievable; and (vi) safeguards to ensure that relevant information is accessible to the grievant in a timely fashion. The IFC will attempt to address these issues both through changes in the collected rules as well as the development of a grievance handbook to facilitate implementation of the rules. The IFC then met with President Pacheco, who continued to emphasize the pressure building in the legislature to come to terms with the two-year colleges. Vice-President Lehmkuhle has been engaged in intensive shuttle diplomacy to respond to alleged problems in adhering to current articulation agreements; he is well aware of the potential threat posed by "mission creep" of the two-year institutions. The President noted that certain legislators continue to show interest in what faculty actually do with their time, including the amount of time spent teaching. Based on his initial review of the issue, the President stated that he is satisfied that teaching loads at the University are already "pretty high" vis-a-vis comparable institutions. A discussion then ensued about the possible benefits forthcoming from a more pro-active public relations campaign by faculty, as was waged in Arizona, where it was credited with turning the tide of sentiment in favor of the University and resulted in significant increases in appropriations. The President announced that he has opened an internal search for a permanent Vice-President of Academic Affairs and will be looking for faculty input into the decision. Finally, the President reported that he has formed a steering committee comprised of chancellors and vice-presidents to engage in strategic planning as it relates to system-level activities.

Susan Feigenbaum

approved by the Senate 1/20/98

UNIVERSITY OF MISSOURI-ST. LOUIS
PROPOSED
ACADEMIC CALENDAR FOR 1999-2000

1999	FIRST SEMESTER		
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.		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		
	SECOND SEMESTER		
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 3 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*		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

SUMMER SESSION

May 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
Eight-Week Session	
June 12	Monday, classes begin 8 a.m.
July 4	Tuesday, Independence Day holiday
August 2,3	Wednesday/Thursday, final examinations
August 3	Thursday, session closes end of day
August 6	Sunday, summer commencement

Guidelines for ATC Scheduling

prepared by the Senate Computing Committee, January 1998

The Senate Computing Committee (SCC) has considered the task of scheduling classrooms in the ATCs. There has been a great deal of talk about the problems with the current room scheduling practice. Since this fall's scheduling for the Windows and UNIX rooms went smoothly, it appears that this concern is largely due to

- Perception that scheduling conflicts will increase rapidly in the near future
- General dissatisfaction with the room scheduling process (things work "better" for some of the ATC's than for regular classrooms since human beings are involved in the decision process);
- Lack of knowledge about how conflicts are resolved, what priorities are given, and whether or not additional times are available;
- Lack of a cooperative method for resolving conflicts in the MAC ATCs.

With these in mind, the SCC feels that a general set of guidelines for ATC classroom scheduling is more appropriate than a rigid procedural structure. Our recommendations follow.

1 Priorities.

Requests for use of the ATCs should be given priorities as follows:

1. Credit courses and laboratories who need facilities for each class meeting
2. Credit courses and laboratories who need facilities on a regular basis
3. Non-credit semester length courses
4. Non-credit short courses and continuing ed courses
5. Ad hoc scheduling

Within categories 1 and 2, the SCC recommends that first priority be made to schedule courses which have already been developed using the technology in the appropriate ATCs, although faculty may need to be flexible regarding class times (see 2). High-demand facilities should be scheduled first.

2 The current cooperative system for overseeing the scheduling of the Windows and Unix classrooms in CCB should be maintained.

At the present time, the School of Business and the Math/CS dept. together account for 49 of the 76 courses scheduled in the DOS/Windows and UNIX classrooms in CCB. Scheduling conflicts are forwarded to a representative of SoBA and Math/CS from the Registrar's office. The process has gone smoothly in the past and demand patterns have stabilized over the last year. A spirit of negotiation and cooperation has worked well up to now, and it is our intention that this spirit should continue for the future. Some strategies that are used successfully include:

- Determining whether time and/or classroom is the primary requirement;
- Determining whether resources can be shared (i.e., two courses each use an ATC once a week and a regular classroom once a week);
- Determining whether other facilities might be suitable (i.e., an instructor who does not intend to have students use individual stations could use an empty MAC room with an instructor's station, or a "Smart Cart," while an instructor needing student stations for only a few classes could reserve the classroom section of the SSB lab).

3 A similar procedure should be followed for resolving scheduling conflicts among the MAC classrooms in CCB and South Campus.

The demand for MAC ATCs covers a large number of departments. English, Foreign Languages, Music, Education and Psychology each scheduled between 6 and 8 classes in these rooms for the fall semester 1997. The SCC recommends that representatives from Humanities and Education be identified to oversee conflict resolution for the MAC rooms.

4 A summary of unscheduled times for the ATCs should be posted on the web to facilitate the reservation process for occasional use. Written reminders to faculty prior to preparing course schedules will also alert them to the facilities available.

Reservations can currently be requested (on-line or off-line) but there is a perception among many faculty that rooms are unavailable. Posting the times when no regular scheduled classes are meeting in a particular room would alleviate this problem. It would also encourage faculty interested in moving to ATC-based instruction to try out the technology and determine which type of facility (e.g., instructor's station, student stations) best suits their teaching needs.

5 Campus Computing and ITC should collect and share information regarding the utilization of the "Classrooms in a Box" or "Smart Carts," and post procedures for reserving these carts on the web.

In the Faculty Computing Survey many faculty expressed an interest in using a portable instructor station for occasional use in their classroom. While a few such stations have been available in the past, several new ones were added in Fall 1997. Reports of usage, problems, equipment failures, etc. need to be kept. By tracking their use and following up discussions with faculty, Campus Computing/ITC will have a better idea of the benefits and drawbacks of the portable stations and the demand for instructor-station-only facilities. If information on reserving these portable facilities is easily accessible, faculty who occasionally need instructor projection equipment should be less inclined to request reservations for an ATC for a full semester.

6 When scheduling requests for a given type of facility top 85%, Campus Computing (in consultation with the Senate Computing Committee) should consider adding more ATC capacity of this type.

100% utilization is not a practical goal for the facilities, since it allows no room for occasional use, no room to add new classes requiring the advanced technologies, and no time for regular

maintenance/cleaning of the rooms by computing staff. A critical factor would be the need for rooms with individual student stations, vs. instructor stations only or rooms set up for small groups sharing a limited number of stations. Discipline specific ATCs are necessary for departments with highly specialized hardware needs–especially when there is a high usage rate.

7 When scheduling requests for a particular type of facility drop below 50% (M-F), Campus Computing (in consultation with the Senate Computing Committee) should consider converting this facility into a specialty purpose combined classroom/lab or into another type of facility.

Departments and programs may have special requirements for particular types of hardware and software different than a "standard" box for general use. A combined classroom/lab would be a more cost-effective solution to meet the unit's educational objectives.

8 The SCC should review the ATC scheduling procedure on an annual basis to determine if changes are necessary.

The future mix of ATC facilities and demands for these facilities is unclear. The SCC should review utilization reports on the ATCs and portable stations (both regular and occasional use), as well as contact those responsible for coordinating the classroom schedules, to determine if (1) adding or altering facilities is desirable, and/or (2) whether or not the current guidelines for classroom scheduling are adequate.

endorsed by the Senate
1/20/98

UM-ST. LOUIS
BYLAW AMENDMENT PROPOSAL

Current Version:

300.040 C.4.f.	Committee on Recruitment, Admissions, Retention, and Student Financial Aid -- The Committee shall consist of the Vice Chancellor for Academic Affairs (non-voting), the Director of Admissions (non-voting), the Director of Student Financial Aid (non-voting), four faculty members...

Proposed Revision:

	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), four faculty members...

Rationale for proposed revision:

Enrollment management responsibilities now are shared by the vice chancellors for Academic Affairs and Student Affairs; therefore, it is appropriate for the Vice Chancellor for Student Affairs to be included on this committee.

endorsed by the Senate
1/20/98

UM-ST. LOUIS
BYLAW AMENDMENT PROPOSAL

Current Version:

300.040 C.4.i. Committee on Student Affairs -- The Committee shall consist of the Vice Chancellor for Student Affairs (non-voting), the President of the Student Body (non-voting), four faculty members...

Proposed revision:

Committee on Student Affairs -- The Committee shall consist of the vice chancellors for Student Affairs and Administrative Services (both non-voting), the President of the Student Body (non-voting), four faculty members...

Rationale for proposed revision:

The Chancellor has reassigned responsibilities previously held by the Vice Chancellor for Student Affairs to the Vice Chancellor for Administrative Services. Under this reorganization, the Vice Chancellor for Administrative Services oversees the maintenance and physical operations of the University Center, the focal point for our students. The University Center provides offices for many student organizations, meeting rooms, student lounges, the bookstore, and the cafeteria. The Center's management has a direct impact on student life on the campus; therefore, the Vice Chancellor for Administrative Services should be included as an ex officio, non-voting member of the Committee on Student Affairs.

University of Missouri St. Louis

Senate

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516-6769

M E M O R A N D U M

TO: The Senate

FROM: Dr. Lawrence Friedman, Senate Chairperson LF/gma

DATE: February 11, 1998

The Senate is scheduled to meet at 3 p.m. on Tuesday, February 17, in 126 J. C. Penney. The agenda follows:

I. Approval of minutes from previous meeting (2 sets)

II. Report from the Chairperson -- Dr. Lawrence Friedman

III. Report from the Chancellor -- Chancellor Blanche Touhill

IV. Report from the Faculty Council -- Dr. Herman Smith

V. Committee reports:

- A. Executive Committee (possible action item, see attached) -- Dr. Lawrence Friedman
- B. Report on Benefits -- Dr. Susan Feigenbaum
- C. Curriculum and Instruction (action items, see attached) -- Prof. David Ganz
- D. Budget and Planning -- Chancellor Blanche Touhill
- E. Appointments, Tenure, and Promotion -- Dr. Mark Burkholder
- F. Physical Facilities and General Services -- Dr. Lawrence Barton

VI. Other business

- A. Report on campus master plan -- Dr. Driemeier
- B. Report on University Center -- Mr. Schuster

Attachment C

RESOLUTION
TOWARD AN ENHANCED UM RETIREMENT PLAN
(Passed at the January 22, 1998 meeting)

WHEREAS, the UMR Academic Council recognizes that:

UM spends between 40 and 50 percent of total benefit spending on retirement and all employees benefit from the UM Defined Benefit Plan;

UM has not changed the formula for computing the benefits for retirement since 1990;

In 1994 a university consultant, Hewitt, hired to analyze UM benefits relative to an AAU Research University peer group found that in the retirement area UM ranked 11 out of 14 universities in the comparison group; and

UM retirement fund investment returns between 1991 and 1997 have averaged 15.5 percent per year resulting in decreasing University contributions;

IT IS HEREBY RESOLVED:

That the UMR Academic Council recommends to the UM Administration that the UM Defined Benefit Retirement value be increased to and maintained at the average of the AAU Research University peer group; and

A timely response to the UMR Academic Council is requested.

REPORT FROM THE COMMITTEE ON CURRICULUM AND INSTRUCTION -- February 5, 1998

I. The Committee recommends the following proposals for a "first reading":

A. Grade Grievance Procedure

Current version:
The following grievance procedure is to be followed by any student who believes he/she received an unjustified grade in a course and wants a review of the matter. It is to be understood that the establishment of criteria for grades is the responsibility of the instructor. The purpose of this grievance procedure is to determine whether the criteria for grading were fairly applied. If these procedures lead to the conclusion that the grading criteria were improperly applied, then the instructor is to be requested to reconsider the grade.

1. The student's first recourse is to review the issue fully with the instructor involved and then with the department chairperson. This must be done within, at most, one month after the beginning of the succeeding regular academic semester.

2. If the issue has not been resolved within, at most, two weeks, the student should bring the matter to the dean of the School or college for adjudication by whatever appeals procedure the dean's office has established. It is anticipated that nearly all cases would be settled at the department or College or School level.

3. A student may take his/her case to the Vice Chancellor for Academic Affairs and, subsequently the Chancellor.

Note: If a student believes the grade is a result of discrimination, see the Discrimination Grievance Procedure for Students.

Proposed insertion:

4. No one may substitute personal judgment for that of the instructor in regard to the quality of the student's work. However, mathematical or mechanical errors that may have been made in scoring examinations may be corrected.

5. No grade shall be otherwise changed unless there is clear, convincing and unequivocal evidence that it was a direct result of arbitrary and capricious conduct on the part of the instructor.

B. Course Numbering

Current version:

1 to 99 -- primarily for freshmen and sophomores

100 to 199 -- primarily for upperclassmen, no graduate credit

200-299 -- for undergraduates and appropriate professional and graduate students, except those whose graduate majors are in the department in which the course is given

300-399 -- for undergraduate, appropriate professional, and graduate students without restriction as to students' graduate majors

400-499 -- primarily for graduate and appropriate professional students in special programs; upper-class students are admitted to courses in this series only with the approval of the graduate dean

500-599 -- for professional optometry students. Other students are admitted to courses in this series only with the approval of the Optometry Dean. In addition, these numbers are used for courses offered in the cooperative MSN program between UM-St. Louis and UM-Kansas City.

Proposed revision:
1-99 -- service courses not available for degrees from offering department
100-299 -- lower division
300-499 -- upper division
500-599 -- graduate
600-699 -- professional
Unless otherwise noted, each degree must include fifty percent of its minimum hours at the upper division level.

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

A. Change in degree requirements -- B.F.A. in Studio Art
B. Change in minor -- Minor in Art History

III. The Committee has effected minor "housekeeping" changes to the following:

A. General Information from Mathematics and Computer Science (to reflect the addition of the Ph.D. in Applied Mathematics to the programs available)

B. General Education Requirements from History (to indicate addition of new survey courses and cancellation of others)

C. B.A. in History (to shorten catalog text, reflect new courses and areas of emphasis, to reflect new survey courses designed to satisfy state requirement, to reflect 38- to 45-hour options)

D. Graduate Studies in Mathematics (to reflect approval of our new Ph.D. in Applied Mathematics, to eliminate redundant statement concerning grade point average, to eliminate foreign language requirement)

E. B.S. in Physics (to drop Engineering, which is no longer part of the Physics and Astronomy Department, to drop eliminated courses, and to reflect a title change)

F. Minor in Physics (to drop Physics 201 from list of courses)

G. General Education Requirements from Physics and Astronomy (to drop Engineering, which is no longer part of the department)

H. International Studies Certificate (to drop eliminated courses)

I. European Studies Certificate (to drop eliminated courses)

J. Africana Studies Certificate (to add new courses and to drop a course which was eliminated)

IV. The Committee has effected the course actions noted below:

Anthropology 428	add	"Culture and Business in East Asia"	3 hours
Psychology 460	add	"Internship in Industrial/Organizational Psychology"	1-4 hours
Anthropology 315	change prereq	"Senior Seminar in Anthropology"	3 hours
Anthropology 435	add	"Foundations of Museology I"	3 hours
Anthropology 436	add	"Foundations of Museology II"	3 hours
Anthropology 437	add	"Effective Action in Museums"	3 hours
Anthropology 438	add	"Museum Studies Master's Project"	4 hours
Art History 158	change descrip	"American Art"	3 hours
Art History 179	change prereq	"Special Topics in Art History"	1-3 hours
Art History 195	change prereq	"Sophomore/Junior Seminar: The Methods of Art History"	3 hours
Art History 235	change prereq	"Topics in Renaissance Art"	3 hours
Art History 285	change title	"Studies in Architectural History"	3 hours
Art History 435	add	"Foundations of Museology I"	3 hours
Art History 436	add	"Foundations of Museology II"	3 hours

Art History 437	add	"Effective Action in Museums"	3 hours
Art History 438	add	"Museum Studies Master's Project"	4 hours
Economics 110	add	"The Economics of Professional Sports"	3 hours
Economics 471	add	"The Political Economy of Health Care"	3 hours
English 210	change prereq, descrip	"Advanced Expository Writing"	3 hours
English 212	change prereq, descrip	"Business Writing"	3 hours
English 213	change prereq	"Technical Writing"	3 hours
English 216	change prereq	"Writing in the Sciences"	3 hours
English 455	add	"Graduate Workshop in Poetry and Fiction"	3 hours
English 456	add	"Graduate Workshop in the Novel"	3 hours
English 459	add	"Literary Journal Editing"	3 hours
History 5	add	"American Biography"	3 hours
History 6	add	"African-American History"	3 hours
History 7	add	"The History of Women in the United States"	3 hours
History 87	add	"Women in the Ancient World"	3 hours
History 202	drop	"Black History in the United States"	3 hours
History 210	add	"History of American Conservatism"	3 hours
History 219	add	"U.S. Labor History"	3 hours
History 407	add	"Readings in African-American History"	3-5 hours

History 435	change title, prereq, descrip	"Foundations of Museology I"	3 hours
History 436	change title, prereq, descrip	"Foundations of Museology II"	3 hours
History 437	change title, prereq, descrip	"Effective Action in Museums"	3 hours
History 438	add	"Museum Studies Master's Project"	4 hours
Mathematics 402	change title, prereq, descrip	"Classical Applied Mathematics"	3 hours
Mathematics 427	add	"Numerical Linear Algebra"	3 hours
Mathematics 432	add	"Applied Statistics"	3 hours
Mathematics 460	change title, prereq, descrip	"Calculus of Variations"	3 hours
Philosophy 251	add	"Feminism and Science"	3 hours
Physics 202	drop	"Elementary Electronics II"	3 hours
Physics 282	drop	"History of Physics"	3 hours
Political Sci 347	add	"Introduction to Environmental Law and Policy"	3 hours
Political Sci 395	change descrip	"Senior Seminar in Political Science"	3 hours
Education 408	change title, descrip	"Graduate Seminar"	1-10 hours
Education 480	add	"Research Internship I"	3 hours
Education 481	add	"Research Internship II"	3 hours
Education 482	add	"Research Internship III"	3 hours

Interdisciplinary 160	add	"Monday Noon Cultural Seminar"	2 hours

(end)

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

(Do Not Write in This Space)

ROUTING:	initials / date
Academic Affairs	LMM / 1-7-98
Graduate School (If applicable)	/
Senate C&I	JMA / 2-5-98
Senate	/
Academic Affairs	/

Page 1 of 4

Art & Art History
Department

Signed: Ruth L Bohan — Department Chair — 10-29-97 Date

College of Arts & Science
School or College

Signed: Martin Sage — Dean — 12-11-97 Date

Bachelor of Fine Arts in Studio Art

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) 119 and year 1997-98 of most recent Bulletin listing.

Current Bulletin Listing:	Proposed Bulletin Listing:	Rationale:
	Bachelor of Fine Arts in Studio Art Candidates for the B.F.A. degree must complete a Foundation Art Program (which is largely satisfied by the A.F.A. degree) and an emphasis area in one of the following: Drawing, Graphic Design, Painting, Photography, Printmaking or General Fine Arts. Studio art majors are required to take 75 hours in Studio Art (this includes 30 hours in the Foundation Art Program) and 15 hours in Art History. Art 134, Art Activities for Elementary Schools cannot be applied toward this degree. The final 24 hours must be completed in residence at UM-St. Louis. Graduating students must also pass a faculty portfolio review.	

SEN: 7

	The following courses are required for the Foundation Art Program: **40**, Drawing I **42**, Figure Drawing I **50**, Design I **140**, Drawing II **150**, Design II **240**, Drawing III or **142**, Figure Drawing II* **250**, Composition 9 hours of Studio Art Electives *Those planning an emphasis in drawing or painting must take Art 142. Students must complete 45 hours in **one** of the following emphasis areas: **Drawing** **240**, Drawing III **242**, Figure Drawing III **340**, Drawing IV **342**, Figure Drawing IV **350**, Design III **387**, Advanced Problems in Drawing I **388**, Advanced Problems in Drawing II **396**, Senior Studio Seminar (6 hours) 6 hours of Painting or Printmaking 12 hours of Studio Art Electives	
Graphic Design **210**, Graphic Design I **211**, Graphic Design II **220**, Computer Art I **221**, Computer Art II **310**, Graphic Design III **311**, Graphic Design IV	**Graphic Design** **210**, Graphic Design I **211**, Graphic Design II **220**, Computer Art I **221**, Computer Art II **310**, Graphic Design III **311**, Graphic Design IV	The faculty of the studio art area feel that the incoming AFA/BFA transfer students with a Graphic Design concentration have less opportunities to take classes directly related to graphic design and illustration than they should in their final two years at UM-St. Louis. As it is now, incoming AFA students in this concentration

Printmaking
270, Printmaking I
271, Printmaking II
340, Drawing IV
342, Figure Drawing IV
350, Design III
370, Printmaking and Relief
393, Advanced Problems in Printmaking I
394, Advanced Problems in Printmaking II
396, Senior Studio Seminar (6 hours)
6 hours from the following list:
272, Printmaking: Lithography I
273, Printmaking: Screenprinting I
277, Printmaking: Photolithography
372, Advanced Lithography
9 hours of Studio Art Electives, including one course in photography

General Fine Arts
24 hours must be taken at the 200 level or above. The following courses are required:
350, Design III
396, Senior Studio Seminar (6 hours)
12 hours of Studio Art electives

Students must complete 15 hours of Art History, with at least 9 hours taken in residence at UM-St. Louis.

340, Drawing IV or **342**, Figure Drawing IV **350**, Design III **383**, Advanced Problems in Graphic Design I **384**, Advanced Problems in Graphic Design II **396**, Senior Studio Seminar (6 hours) 9 hours of Studio Art Electives	**312**, Special Techniques in Illustration and Graphic Design **383**, Advanced Problems in Graphic Design I **384**, Advanced Problems in Graphic Design II **389**, Graphic Design Studio **396**, Senior Studio Seminar (6 hours) 9 hours of Studio Art Electives **Painting** **180**, Painting I **280**, Painting II **350**, Design III **380**, Painting III **381**, Painting IV **385**, Advanced Problems in Painting I **386**, Advanced Problems in Painting II **396,** Senior Studio Seminar (6 hours) 6 hours from the following list: **240**, Drawing I **242**, Figure Drawing III **340**, Drawing IV **342**, Figure Drawing IV 12 hours of Studio Art Electives	have all their studio electives filled before they start their final two years at the university. We feel the two classes proposed will add breadth to the concentration, by allowing the students to add to their base of knowledge of their field by selecting from additional classes in technique as well as participating in actual client based projects, under the guidance of an instructor. Since we do not wish to add to the total of hours required for graduation, we plan to substitute these two classes for two classes already in the concentration: Design 3 and Drawing 4.
Photography **260**, Digital Photography II **261**, Color Photography I **262**, Non-Silver Photography **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 **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 3 hours of Photography Electives	Eliminates unnecessary Non-Silver photography as degree requirement and allows it or other photography course as an elective. Provides students flexibility within emphasis area.

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

(Do Not Write in This Space)
initials / date

ROUTING:
Academic Affairs lmm / 1-7-98
Graduate School (If applicable) ____ / ____
Senate C&I jma / 2-5-98
Senate ____ / ____
Academic Affairs ____ / ____

Page 1 of 1

Art & Art History
Department

Signed: Ruth L Bohan
Department Chair

10-28-97
Date

College of Arts & Science
School or College

Signed: Marilyn Sager
Dean

12-11-97
Date

Minor in Art History
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) 120 and year 1997-98 of most recent Bulletin listing.

Current Bulletin Listing:	Proposed Bulletin Listing:	Rationale:
Minor in Art History A minor in art history requires the completion of a program of courses, at least 15 hours and normally not more than 18, with a grade point average of 2.0 or better. This program can consist of an historical survey of the basic periods in world Art History. Alternatively, it can be a group of courses which are coherent in theme, methodology, or art-historical scope, which has been specified in advance with an adviser from the art department, and which has the approval of the department chairperson.	A minor in art history requires the completion of at least 18 hours of art history courses. Students must take Art 5, Art 8 or Art 15. In addition, students are required to take at least one course in Western art, one course in non-western art and one course at the 200-level. A maximum of 3 hours of internship can be applied toward a minor in art history. The GPA for the courses for the minor must be 2.0 or better. Nine of the 18 hours must be taken in residence at UM-St. Louis.	To strengthen the requirements for the minor and to make the degree more rigorous.

SEN: 7/88

(to be considered for approval
at 3/24/98 Senate meeting)

SENATE MINUTES
UM-ST. LOUIS
February 17, 1998
3 p.m. 126 J. C. Penney

The meeting was called to order at 3:02 p.m. Minutes from the previous two meetings (December 9 and January 20) were approved as submitted.

Report from the Chairperson -- Dr. Lawrence Friedman

The Chair reminded faculty senators to complete and return the Committee Service Preference Poll, and he prepared them to expect to receive the primary ballot for election of faculty members to the Senate, as well as the campus referendum ballot to vote on proposed amendments to the campus bylaws. Referendum rules require that ballots be received from a majority of the Faculty.

Report from the Chancellor -- Chancellor Blanche Touhill

Chancellor Touhill announced that winter semester enrollment has increased more than 3 percent, and we have reached nearly 103,000 credit hours.

Several activities have been planned over the coming weeks to provide potential students with information about UM-St. Louis, including an open house on March 22 which is expected to draw more than 500 students and parents and a program on March 4 sponsored by the Financial Aid Office which will show students how new tax laws can help them pay for their college education.

Two hundred first-time freshmen with ACT scores of 26 or higher have been admitted to the University, the Chancellor announced.

During January, University Relations booked more than $400,000 in gifts to the University, a 59 percent increase over the same period last year. Of note were gifts from Sigma Chemical Company to the Biology Department and the Gannett Foundation to the Weinman Center.

On February 16, Vice Chancellor Nelson and Dean Durham met with faculty members in the Barnes College of Nursing to explain that there will be a reduction in the number of non-regular faculty to reflect the College's current enrollment. The contracts of nine individuals will not be renewed, the Chancellor reported.

The search committee for a director of the Public Policy Research Centers has been formed, and advertisements for the position will be placed in the appropriate publications this week.

In April, the Coordinating Board for Higher Education is likely to approve revisions in the document that governs the transfer of Missouri community college students to public four-year institutions. We are working with Acting Vice President Stephen Lehmkuhle on this project.

The Chancellor was asked by Senator Gail Ratcliff how actual enrollment figures compare to the projections on which the budget is based. Chancellor Touhill promised to share that information at a later date. Senator Barbara Collaso inquired about the status of the Master's in Social Work. Chancellor Touhill reported that she had no news to share.

Chancellor Touhill then asked Deputy Donald Driemeier to update senators on our implementation of the University's master plan. A total of $15.5 million for the project will come from bond issues, and $5 million will come from the Legislature.

Following Dr. Driemeier's presentation, he accepted questions from the floor.

Report from the Faculty Council -- Dr. Herman Smith

(see attached)

Report from the Executive Committee -- Dr. Lawrence Friedman

Dr. Friedman called attention to the resolution concerning retirement benefits which was appended to the agenda. He explained that he received the document from the UMR Academic Council, together with a request for our support. The Executive Committee asked for additional information, and the plan was to bring the resolution to the floor of the Senate at a time when Dr. Susan Feigenbaum, a member of the Benefits Committee, was available to answer questions. Unfortunately, Dr. Feigenbaum was unable to attend the Senate meeting due to illness, and she suggested tabling the resolution until the March meeting, when she will be present. The Senate was amenable to this, and Dr. Friedman suggested that the Senate receive regular updates from campus representatives to the Benefits Committee (Drs. Feigenbaum and Eyssell and Mr. Robert Proffer) each semester.

Report from the Committee on Curriculum and Instruction -- Professor David Ganz

Professor Ganz began by introducing two action items: a change in degree requirements for the B.F.A. in Studio Art and a change in the Minor in Art

History, both of which were approved by the Senate. Next, he called the Senate's attention to a list of proposals that were "housekeeping" in nature and thus approved by the Committee and reported for the Senate's information. Senator Joseph Martinich questioned a proposal to change the Graduate Studies in Mathematics, noting that the elimination of a foreign language requirement appears substantive rather than housekeeping. Senator Grant Welland clarified that the proposed change had previously been approved; the purpose of the proposal was merely to reflect that change in the Bulletin. With that information, the Senate declined Professor Ganz's offer to bring the proposal forward at a subsequent meeting for vote.

Course actions listed in the agenda were called to the Senate's attention by Professor Ganz, who then presented two items for a "first reading."

The first proposal addressed the concern that present campus policy lacks language disallowing grade changes from being made by other than the instructor. Professor Ganz noted that there is a slight discrepancy between the version currently in the catalog and the version in the Student Handbook, which permits a student to take his/her case to the Vice Chancellor for Academic Affairs before submitting it to the Chancellor.

Senator Gail Ratcliff noted that the proposed new wording provides that "mathematical or mechanical errors ...may be corrected," but doesn't specify by whom. Professor Ganz observed that this would depend on the academic unit. The change could be made by a department chairperson, an area coordinator, or perhaps by a dean's office, he suggested. Dr. Ratcliff wanted the wording to clearly state that no one other than the instructor may change a grade, but Senator Welland commented that instructors come and go. Dr. Martinich agreed, saying the Senate should clearly specify by whom the grade can be changed when the instructor is on the faculty and when he/she is not.

Another clarification necessary is the definition of what constitutes a grade change. Delayed grades that turn into an F are subsequently turned by administrators into an Excused, it was stated. Senator Jane Williamson commented that it would be necessary to know if the student earned an F or if the Y turned into an F. Professor Ganz reported that a separate proposal is pending on that issue.

Senator Joyce Mushaben felt that the student should not be allowed to appeal a grade to the Vice Chancellor for Academic Affairs or to the Chancellor, and Chancellor Touhill reported that in the eight years she has been Chancellor, she has changed two grades.

Student Body President Jim Avery was concerned that an instructor could carry a grudge against a student. Interim Dean Martin Sage felt the Senate needs information on how or if these grade changes are presently taking

place. Dr. Ratcliff reported that the Faculty Council is attempting to collect the data at this time. It was suggested that the student should have a deadline by which he/she must signal his/her intention to grieve a grade so that the department chair can take action to preserve the record. Senator William Long stated that if grade changes could be made without the faculty member's knowledge, he would like that issue addressed. Professor Ganz invited senators to jot down their thoughts and share them with the Committee on Curriculum and Instruction. He explained that the Committee spent only a brief time considering the recommendation, which emanated from a faculty member, and merely lifted the language that currently appears in the UMC catalog.

The second item for a "first reading" was a proposal to renumber courses. Professor Ganz reported that the Committee's intent was to delineate upper from lower division courses. He agreed that the graduate system needs to be examined more closely. Currently, no department requires as much of their degree work at the upper level as the Committee is proposing. This led to the distribution of a handout on CBHE's Credit Transfer Policy (see attached) and a brief discussion by Professor Ganz about "mission creep," of which the community colleges are being accused, and "sector discrimination," of which the four-year institutions are being accused. In short, the community colleges feel that a lower division course should be acceptable from their institutions if we accept it in transfer from a four-year institution. Responding to this, the Senate Committee on Curriculum and Instruction suggests that we renumber our courses and state that--unless otherwise noted--each degree must include 50 percent of its minimum hours at the upper division level.

Senator Jane Williamson inquired when the new articulation agreement will be in effect. Professor Ganz said he assumed that it will be in force in fall 1998. There is talk, he said, that the 39-hour general education issue needs to be addressed as well. It was suggested that the Senate take no action until more information is forthcoming, and Senator Kathleen Haywood commented that a graduate student could, under the C&I proposal, be a minority in a master's level class. Professor Ganz said it would be up to the individual department to determine what is required for their particular degree. It was suggested that we have a doctoral/professional category. Senator Susan Sanchez suggested amending the proposal to state that 50 percent of the coursework be at or above the upper level. Professor Ratcliff expressed concern that CBHE could move very quickly. Professor Ganz said he would return to the Senate in March for a vote. Again, senators were invited to send comments to the C&I Committee.

Report from the Budget and Planning Committee -- Chancellor Blanche Touhill

The Chancellor reported that the Committee met a week ago and heard a report from Vice Chancellor Osborn on gifts to the campus. In addition, the

Chancellor presented information to the Committee on the academic changes which have taken place in the departments of Music, Art, Communications, and student theatre.

Report from the Committee on Appointments, Tenure, and Promotion -- Dr. Mark Burkholder

(see attached)

Report from the Committee on Physical Facilities and General Services -- Dr. Lawrence Barton

(see attached)

At the close of his report, Dr. Barton was informed by Dr. Joseph Martinich that the doors at the walkway connecting the Computer Center Building with SSB are not easily operable by handicapped students. Dr. Joyce Mushaben reiterated the need to designate separate parking for small cars and large cars so the sightlines for small cars are not obscured. Asked by Ms. Barbara Collaso about Honors College parking, Dr. Barton said the issue is being addressed but that he doesn't yet know what the outcome will be.

Vice Chancellor Schuster then reported on progress on the new student center. He reported that the center is about 95 percent complete in design. By the first quarter in 2000 the building should be complete. He confirmed for Dr. Susan Sanchez that the unfinished area will be finished at a later date. Student Government Association President Jim Avery complained that students may be paying an unfair amount because much of the building will be used for services. He questioned if there is some way to assess these service departments for their use of the building. Vice Chancellor Schuster commented that the building is true to its mission as the "one-stop shopping" locus that students wanted. It also is consistent with the master plan, he said.

Other Business

Senator Maryellen McSweeney moved the development of a task force to investigate the role of full-time academic non-regulars in governance and their access to faculty-related benefits. The motion was seconded, and Senator Margaret Cohen suggested that the committee have representatives from every school and college. Dr. Burkholder proposed that the charge of the task force be expanded to include compensation. Senator Ratcliff reported that her efforts in this regard several years ago resulted in advice that in order to be considered for Senate membership, academic non-regulars would have to organize and bring forward recommendations. This has not been done. Dr. Ratcliff added her support to Dr. McSweeney's motion,

however. It was clarified for Dr. William Connett that the motion covers full-time academic non-regulars only. The motion passed.

Mr. Avery reported that there were 31 candidates for student senator seats.

Completing the business at hand, the Senate adjourned at 4:53 p.m.

Respectfully submitted,

Deborah Larson
Senate Secretary

Attachments: Report from the Faculty Council
CBHE's Credit Transfer Policy document
Report from the Committee on Appointments, Tenure, and Promotion
Report from the Committee on Physical Facilities and General Services

(minutes written by Ms. Joan M. Arban,
Senate Executive Assistant)

Senate Remarks from
Herm Smith
Presiding Officer of the Faculty Council
February 17, 1998

This year's Administrator Evaluation surveys are in the mail. I encourage you to help us get a high response rate to this survey. I am encouraged by the fact that a regression the results of last year's survey on this year's administrator salary raises predicted an astounding 75% of the raises received by Deans using four of the questions. Parenthetically, Deans received raises over 25% larger than designated for the Faculty pool.

We have also included essentially the same survey that I gave to the Faculty Senators last Fall concerning questions on Senate Bylaws restructuring. Even if you filled out that survey, this survey should be taken as a different measure of the entire faculty sentiment. There is still another short survey asking opinions toward appropriate size of operations and maintenance budgeting for the proposed Performing Arts Complex designed by the Administrative Evaluations Committee..

The next Steering Committee meeting will be on 26 February in Education 402 starting at 3 PM. The March meeting of the Faculty Council will take place on March 12, not March 5, as originally announced due to the Spring Break which falls this year during the first week of March. I plan tol have the tabulations completed from our annual surveys by the March 12 meeting. I have asked Dean Ganz to talk to the Council about Mission Creep in the Junior College System at the March meeting as this was the main topic of discussion at both the last Steering Committee and Faculty Council meetings.

I would be happy to entertain any questions you might have before retiring the floor at this time.

AGENDA ITEM SUMMARY

AGENDA ITEM

Discussion of Credit Transfer Policy Revisions
Coordinating Board for Higher Education
February 12, 1998

DESCRIPTION

The board's Credit Transfer Policy: Guidelines for Student Transfer and Articulation Among Missouri Colleges and Universities was adopted in October 1987. This policy is intended to ensure that a student with a clear educational objective may complete a degree program in the shortest possible time, whether the student remains in one institution or transfers to another.

The current policy prescribes a 39-hour general education core for students enrolled in Associate of Arts (AA) degree programs. Program-to-program articulation is relegated to institutional agreements. The CBHE Committee on Transfer and Articulation, which has sector representation, has responsibility to:

- conduct a continuing review of the Credit Transfer Policy,
- monitor the implementation of the Credit Transfer Policy,
- make recommendations to the CBHE for modifications to the Credit Transfer Policy, and
- serve as a state-level appeals board for student complaints.

During the time that this policy has been operative, there have been no state-level appeals concerning problems associated with student transfer and/or institutional program-to-program articulation. There have been, however, discussions about the need to:

- evaluate the effectiveness of the current policy,
- develop incentives for articulation agreements,
- revise the policy to make it student-centered, and
- provide more explicit distinctions in the Associate of Arts, the Associate of Science, and the Associate of Applied Science degrees.

In August 1997, the Missouri Community College Association (MCCA) adopted a formal resolution expressing concern about transfer barriers and establishing a task force to evaluate the current Credit Transfer Policy. Attachment A provides a chronological summary of activities that have occurred since MCCA issued its resolution.

As a result of dedication, commitment, and hard work from institutional representatives, several issues have been discussed, draft documents have been developed, and progress toward the goal of revising the 1987 Credit Transfer Policy is occurring. To date, there is general agreement that

as many issues as possible should be identified and resolved by the board's April meeting. Issues that cannot be resolved in a short timeline should be identified, and a process for their resolution should be established.

Attachment B contains a revised draft document, using a strike/add approach, with proposed changes to the current policy. CBHE staff prepared this latest draft after several preliminary drafts and extensive review and discussion with institutional representatives. While not all issues are resolved, the proposed draft represents significant changes to the current policy that will result in a more student-centered, effective transfer and articulation system.

Major changes included in the proposed policy revisions include:

- development of clear distinctions concerning the AA, AS, and AAS degrees,
- identification of the AA as the statewide transfer degree and promotion of the AS and AAS degrees as program-to-program institutionally articulated degrees,
- removal of an artificial ceiling on the number of credit hours transferable from two-year institutions,
- redefinition of a student's junior-level classification,
- clarification of comparability between transfer students and native students,
- acknowledgement of an institution's autonomy in faculty-established course prerequisites, major requirements, and graduation requirements, while maintaining the principles of articulation agreements,
- redesign of the appeals process,
- statements about participation by private/career schools,
- establishment of additional sections: "Statutory Responsibility," "Guiding Principles," "Transfer of Lower-Division Credit Hours Beyond the Associate Degree Requirements," "Junior Level Status," "Credit-Hour Graduation Requirements," and "Curriculum Changes," and
- deletion of "Transfer of Credit" section.

The staff perceives all institutions to be genuinely interested in finding common approaches to the revision of the current policy so that it will more effectively benefit students and promote a responsive transfer system. Five additional issues have already been identified that will require extensive consideration prior to resolution. These include:

- a review of the general education requirements for each associate degree,
- the establishment of competencies for course equivalencies,
- the redesign of membership on the CBHE Committee on Transfer and Articulation,
- the treatment of students who complete associate degrees after transferring, and
- development of a "Principles of Good Practice" statement.

Concerning the last item, there is general agreement that a Principles of Good Practice statement should be adopted and attached to the Credit Transfer Policy. Draft statements have been shared by representatives of the public two- and four-year sectors but have not had the benefit of extensive discussion. Attachment C is an attempt by CBHE staff to list common assumptions and elements that have been expressed by both sectors. It is important to note that this is a very

preliminary draft that has not been reviewed by the academic community and will require serious attention and revision.

The proposed policy changes will be made available to participants at the upcoming statewide conference on transfer and articulation. This board item, Discussion of Credit Transfer Policy Revisions, will be formally discussed by the CBHE Committee on Transfer and Articulation at its next scheduled meeting, on February 11, 1998, and by the CBHE Presidential Advisory Committee on February 12, 1998, in addition to being discussed by the board.

RELATED BOARD POLICY

CBHE statutory responsibilities for facilitating the transfer of students between institutions.

The Blueprint for Missouri Higher Education to ensure the efficient and effective use of state resources.

RECOMMENDED ACTION

This is an information item only. Recommended changes to the board's Credit Transfer Policy will be an action item at the April board meeting.

ATTACHMENT A
CHRONOLOGICAL SUMMARY

August 1997: MCCA sets up a task force to evaluate the impact of the 1987 document on community college transfer students. The MCCA also agrees to review legislation adopted in other states, to make recommendations for any changes in the current policy, and to determine whether or not to seek legislation.

October 1997: The CBHE Committee on Transfer and Articulation holds a conference call to discuss the preliminary recommendations of the MCCA Task Force. The issues identified include:

- development of a job description for the position of articulation officer,
- development of changes to the appeals process,
- development of a format for institutional reports,
- identification of incentives for completing associate degrees,
- establishment of "Principles of Good Practice," and
- clarification of the terminology used.

December 1997: The Council on Public Higher Education (COPHE) issues a joint statement, indicating the Council's commitment to make transfer and articulation a priority concern and expressing its commitment to work expeditiously with community colleges to refine and improve the current Credit Transfer Policy.

The CBHE Committee on Transfer and Articulation meets, discusses possible changes to the existing policy, and agrees that several of the suggestions from the public two-year sector should be developed for consideration by the committee.

The CBHE Committee on Transfer and Articulation invites the academic community to review the current policy and to make any recommendations for change.

January 1998: Subcommittees from the MCCA and COPHE meet jointly and work with CBHE staff on the development of a proposed revised credit transfer policy for distribution to the academic community. The CBHE Committee on Transfer and Articulation meets to discuss the recommended changes.

The following time schedule for making recommendations to the CBHE is established.

February 1998:
Share recommended changes with the academic community. Discuss changes at the next committee meeting, at the CBHE Presidential Advisory Committee meeting, and at the CBHE board meeting, all scheduled in conjunction with the statewide conference on transfer and articulation.

March 1998:
Finalize recommendations to be sent to the CBHE

April 1998:
Answer questions of the CBHE concerning recommended changes. Work on any items that remain after CBHE action in April.

TO THE SENATE:

REPORT OF THE APPOINTMENTS, TENURE, AND PROMOTION COMMITTEE

The ATP Committee has met three times this academic year to consider recommendations for tenure and promotion.

It has reviewed 17 cases and made 17 recommendations to the chancellor. The cases were as follows:

Ten for tenure and promotion to the rank of Associate Professor;
Four for tenure only (two at the rank of professor; two at the rank of associate professor);
Three for promotion to Professor.

Mark A. Burkholder
Professor of History
February 17, 1998

Facilities and General Services Committee - Senate Meeting, Feb. 17, 1998.

This report will be brief. Since the last Senate meeting, we received a report from the Continuing Education and Outreach Department on the issue of parking on the top of Garage C. It appears to be clear that it would be impractical to have some selective parking by students there. In December we met with Mr. Frank Days, a relatively new member of the Public Affairs Office, to discuss the issue of the relationship with neighboring municipalities. He has been meeting with officials of the City of Normandy and it appears that the major cause of past problems was one of communication. That issue is being addressed and the committee has made some suggestions on this topic.

We were given a report on the planned Student Center. Mr. Schuster will repeat this as part of the report later on at this meeting. Mr. Schuster reported on several areas to the committee including the upcoming shortage of parking spaces, possible fee increases to cover the cost of construction of new garages, possible reductions in custodial service due to budget shortfalls and other aspects of campus development which are part of the Master plan. We addressed the issue of classroom maximum occupancy numbers. There are inconsistencies between the NFPA data, the UM System room capacity data and the data used by the registrar. We concluded that there was not a problem and that acceptable room capacities were not being exceeded. We looked at enrollment data, there have been no complaints and the only advice the committee provided was that the *status quo* was acceptable but that allowable occupancy data should be posted for each classroom, along with the information about fire exits, etc.

Issues currently remaining on the committee agenda for this semester include continued attempts to find a resolution to the problem of the East Entrance to the South Campus, and problems related to scheduling of events. With respect to the former, we understand that Chancellor Touhill will contact Tom Irwin, Bistate Executive Director, and invite him to a meeting with the committee. There appears to be lack of coordination and responsibility for scheduling events and the committee will look into this issue.

Finally, please don't forget to contact committee members if you have any issues that are within the purview of the committee.

MARCH 1998 AGENDA
1st ORGANIZATIONAL MEETING
FOR THE 1998-1999 SENATE

No agenda was found in the files.

This was during the period of time when
Joan Arban left the Senate.

University of Missouri St. Louis

Senate

8001 Natural Bridge Road
St. Louis, Missouri 63121-4499
Telephone: 314-~~553-6769~~
516-6769

M E M O R A N D U M

TO: The Senate

FROM: Dr. Lawrence Friedman, Senate Chairperson LF/gma

DATE: March 18, 1998

The Senate is scheduled to meet at **3:15 p.m.** on Tuesday, March 24, in 222 J. C. Penney. The agenda follows:

I. Approval of minutes from previous meeting (action)

II. Report from the Chairperson -- Dr. Lawrence Friedman

III. Report from the Chancellor -- Chancellor Blanche Touhill

IV. Report from the Intercampus Faculty Council -- Dr. Susan Feigenbaum

V. Report from the Faculty Council -- Dr. Herman Smith

VI. Committee reports:

- A. Budget and Planning -- Chancellor Blanche Touhill
- B. Executive Committee
  1. Report on Benefits -- Dr. Susan Feigenbaum
  2. Possible action item (see attached) -- Dr. Lawrence Friedman
- C. Committee on Committees* (election) -- Dr. David Garin
- D. Assessment -- Dr. Gary Burger
- E. Curriculum and Instruction (action items, see attached) -- Prof. David Ganz
- F. Appointments, Tenure, and Promotion -- Dr. Mark Burkholder
- G. Recruitment, Admissions, Retention, and Student Financial Aid -- Dr. Joseph Martinich
- H. University Libraries -- Dr. Harold Harris
- I. Physical Facilities and General Services -- Dr. Lawrence Barton

VII. Other business

REMINDER: THE NEW (1998-99) SENATE WILL HOLD ORGANIZATIONAL MEETINGS ON MARCH 24 AND APRIL 28 AT 2:30 P.M. IN 222 J. C. PENNEY. PLEASE BE PROMPT.

---

*It is anticipated that full-time academic non-regulars will be included on the committee to be elected. Senators should be prepared to nominate them from the floor.

an equal opportunity institution

Attachment C

RESOLUTION
TOWARD AN ENHANCED UM RETIREMENT PLAN
(Passed at the January 22, 1998 meeting)

WHEREAS, the UMR Academic Council recognizes that:

UM spends between 40 and 50 percent of total benefit spending on retirement and all employees benefit from the UM Defined Benefit Plan;

UM has not changed the formula for computing the benefits for retirement since 1990;

In 1994 a university consultant, Hewitt, hired to analyze UM benefits relative to an AAU Research University peer group found that in the retirement area UM ranked 11 out of 14 universities in the comparison group; and

UM retirement fund investment returns between 1991 and 1997 have averaged 15.5 percent per year resulting in decreasing University contributions;

IT IS HEREBY RESOLVED:

That the UMR Academic Council recommends to the UM Administration that the UM Defined Benefit Retirement value be increased to and maintained at the average of the AAU Research University peer group; and

A timely response to the UMR Academic Council is requested.

REPORT FROM THE COMMITTEE ON CURRICULUM AND INSTRUCTION --
March 12, 1998

I. The Committee recommends the attached proposal concerning the grade appeal process for a "first reading."

II. The Committee recommends Senate approval for the following changes in degree requirements (see attached):

A. All Music degrees
B. B.S. in Civil, Mechanical, and Electrical Engineering

III. The Committee has effected minor "housekeeping" changes to the following:

A. B.S. in Biology (to reflect the addition of a course to increase flexibility in degree program)

B. Graduate Certificate in International Studies (to delete inappropriate sentence, to add new courses and delete dropped courses, to preclude students from counting two similar courses)

IV. The Committee has effected the course actions noted below:

Interdisciplinary 452	add	"Special Readings in Women's Studies/ Gender Studies"	3 hours
Interdisciplinary 102	change number, title, description	"Women, Gender, and Diversity"	3 hours
Interdisciplinary 150	change title, description	"Special Topics in Women's and Gender Studies"	3 hours
Communication 357	add	"Media Ethics"	3 hours
Philosophy 357	add	"Media Ethics"	3 hours
Studio Art 312	add	"Special Topics in Illustration and Graphic Design"	3 hours
Studio Art 389	add	"Graphic Design Studio"	3 hours

Economics 295	add	"Special Topics in Geography"	1-6 hours
Modern Greek 150	add	"Modern Greek Literature in Translation"	3 hours
Modern Greek 190	add	"Special Readings"	1-3 hours
Korean 190	add	"Special Readings"	1-3 hours
Japanese 190	add	"Special Readings"	1-3 hours
Chinese 190	add	"Special Readings"	1-3 hours
ESL 201	add	"ESL Listening and Speaking Skills"	3 hours
ESL 203	add	"Intermediate ESL Reading and Writing"	3 hours
ESL 205	add	"Intermediate ESL Grammar"	2 hours
History 312	change title, description	"The Indian in American History, 1600-1900"	3 hours
History 319	add	"Topics in African-American History"	3 hours
History 320	change prerequisite	"History of Crime and Justice"	3 hours
Physics 304	change number, title, description	"Modern Electronics"	3 hours
Physics 325	change title, prerequisite, description	"Topics in Modern Applied Physics"	3 hours
Physics 333	drop	"Reflection Seismology"	3 hours
Engr 10	change description	"Introduction to Engineering"	1 hour
Engr 30	drop	"Engineering Graphics"	3 hours
Engr 124	drop	"Circuits I"	3 hours
Engr 125	drop	"Circuits II"	3 hours
Engr 126	drop	"Digital Circuits"	3 hours

Engr 146	drop	"Strength of Materials"	3 hours
Engr 147	drop	"Thermodynamics"	3 hours
JCE 45	add	"Engineering Graphics"	3 hours
JCE 276	add	"Open Channel Hydraulics"	3 hours
JEE 160	change description	"Digital Computers I: Organization and Logical Design"	3 hours
JEE 214	change prerequisite	"Engineering Electromagnetics I: Fundamentals"	3 hours
JEE 262	change prerequisite, description	"Digital Computers II: Architecture"	3 hours
JEE 279	change description	"Signal Analysis for Electronic Systems and Circuits"	3 hours
JME 41	add	"Introduction to Engineering Design"	3 hours
JME 204	add	"Analytical Approaches to Design"	3 hours
JME 218	drop	"Elements of Mechanisms"	2 hours
JME 219	drop	"Mechanisms Laboratory"	2 hours
JME 222	change hours, prerequisite	"Introduction to Machine Design"	3 hours
JME 223	drop	"Elements of Mechanisms"	2 hours
JME 261	drop	"Physical Metallurgy"	3 hours
JME 262	add	"Materials Engineering"	3 hours
JME 270	change prerequisite	"Fluid Mechanics"	3 hours
JCS 36	change description	"Introduction to Computing"	4 hours

JEMT 226	add	"Probability and Statistics for Engineering"	3 hours

(end)

Recommendations for changes in the grade appeal process set forth in the "Grievance About Grade" section of the Bulletin (p. 488) and in the Student Guide & Academic Planner (p. 54). We recommend that the procedure be replaced by the following:

"Grade Appeals" (new heading)

The following procedure is to be followed by any student who believes he/she has received an unjustified grade (A, A–, B, B±, C, C±, D, D± or F; see paragraph 5 below) in a course and wants a review of the matter. It is to be understood that the establishment of criteria for grades is the responsibility of the instructor, and, further, that only the course instructor may make a change in grade, with the single exception that the administrative officer in the instructor's department/discipline unit (e. g., the department chairperson), upon recommendation of a faculty committee, and in accordance with paragraph 3a) below, may change the grade. The purpose of the procedure is to determine whether the criteria for grading were fairly applied.

1. The student must first discuss the grade fully with the course instructor. The student should prepare for this meeting by taking all relevant written work (tests, reports, etc.) with him/her. If the issue is not resolved, the student may then appeal the grade to an administrative officer of the department/discipline unit (AOD) normally below the level of the Dean, and, if it appears the complaint has merit, the AOD will discuss it with the course instructor, and inform the student of the result of this discussion. This must be done within one month after the beginning of the succeeding regular academic semester.

2. If the matter still remains unresolved, the student may request that the AOD conduct a formal investigation. The AOD will then obtain, in writing, a precise statement of the complaint from the student, and will refer it to an ad hoc faculty committee composed of at least three faculty members in the course instructor's department or in closely allied fields. The committee will investigate the matter, meeting, as it deems necessary, with the student, the instructor, and possibly others. Following its inquiries and deliberations, the faculty committee will submit its findings, together with its recommendations and reasons for those recommendations directly to the course instructor, with a copy to the AOD.

3. a) If the faculty committee recommends that the grade be changed, the committee will ask the course instructor to make the change. Should the instructor decline, he or she must provide a written explanation for refusing within 10 days. After considering the instructor's explanation, the faculty committee will recommend that the grade not be changed, or will conclude that it would be unjust to allow the original grade to stand. In the latter instance, it will then recommend to the AOD that the grade be changed. The AOD will provide the instructor with a copy of the recommendation and will ask the instructor to implement it. If the instructor continues to decline, the AOD may change the grade, notifying the instructor and the student of this action. Only the AOD, upon the written recommendation of the faculty committee, will have the authority to effect a change in grade over the objection of the instructor who assigned the original grade.

b) If the faculty committee recommends that the grade not be changed, the AOD will notify the student of this action. The student may then appeal to the Dean of the School or College who will determine whether the above procedures have been properly observed. If the Dean determines that the procedures have been followed, the grade will not be changed and this ends the appeal process. If not, the case will be returned to the faculty committee for reconsideration.

4. In the event the course instructor is deceased, cannot be located, or is otherwise unable to reconsider the grade, the above procedures will be followed, except that the student, the AOD, and the faculty committee will not confer with the instructor.

5. There shall be no appeal of a grade of EX (excused), DL (delayed) or Y, other than to the course instructor. The grades DL and Y will eventually convert to EX or to a letter grade, as set forth in the Student Guide and Academic Planner, and in the University Bulletin. If the grade is converted to a letter grade, the student may appeal that grade in accordance with the procedures above; such appeal must be initiated near the beginning of the next regular academic semester after the grade has been converted to a letter grade in order that consideration by the AOD can be completed within the first month as set forth in paragraph 1 above.

SENATE PROPOSAL FORM FOR (check one)

(X) CHANGE IN DEGREE REQUIREMENTS
( ) CHANGE IN MINOR
( ) CHANGE IN CERTIFICATE PROGRAM

(Do Not Write in This Space)

ROUTING:	initials/date
Academic Affairs	[illegible] 2/20/98
Graduate School (if applicable)	____/____
Senate C&I	JMA 3-12-98
Senate	____/____
Academic Affairs	____/____

Page 1 of 1

Music
Department

Signed: [signature] 11-14-97
Department Chair Date

Martin Sage / JC 2-18-98

Arts & Sciences
School or College

Signed: _____ _____
Dean Date

All Music Degrees
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) 237 and year 1997-98 of most recent Bulletin listing.

Current Bulletin Listing:	Proposed Bulletin Listing:	Rationale:
Undergraduate Studies **General Education Requirements** General education requirements apply to all majors, except students in the B.M. with elective studies in business and B.M. in music education degree programs who are not required to take a foreign language. Courses required for degree programs may not be taken on a satisfactory/unsatisfactory basis.	**Undergraduate Studies** **General Education Requirements** General education requirements apply to all majors, except students in the B.M. with elective studies in business and B.M. in music education degree programs who are not required to take a foreign language. Courses required for degree programs may not be taken on a satisfactory/unsatisfactory basis. All music courses presented to meet degree requirements must be completed with a grade of C or better.	This addition to Music Department catalogue copy reflects departmental practice in recent years and sets a minimum standard for all of our majors in fulfilling degree requirements.

Senate Proposal Form For (check one): (X) CHANGE IN DEGREE REQIREMENTS
( ) CHANGE IN MINOR
( ) CHANGE IN CERTIFICATE PROGRAM
(See Instructions on Reverse)

(Do Not Write in this Space)
initials / date

ROUTING:
Academic Affairs LMM / 2/26/98
Graduate School (if applicable) ____ / ____
Senate C & I jma / 3-12-98
Senate ____ / ____
Academic Affairs ____ / ____

NA Signed: NA NA
Department Department Chair Date

UM-St. Louis/Washington University
Joint Undergraduate Engineering Signed: [signature] 2/26/98
School or College Dean Date

Bachelor of Science in Civil, Mechanical, and Electrical Engineering
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) 461 and year 1997-98 of most recent Bulletin listing.

Current Bulletin listing:	Proposed Bulletin listing:	Rationale:
Degree Requirements **Bachelor of Science in Civil Engineering** **Bachelor of Science in Electrical Engineering** **Bachelor of Science in Mechanical Engineering** A program of 137 semester hours is required for the Bachelor of Science in Civil Engineering, a program of 131 semester hours is required for the Bachelor of Science in Electrical Engineering, and a program of 137 semester hours is required for the Bachelor of Science in Mechanical Engineering, as shown below.	**Degree Requirements** **Bachelor of Science in Civil Engineering** **Bachelor of Science in Electrical Engineering** **Bachelor of Science in Mechanical Engineering** A program of 137 semester hours is required for the Bachelor of Science in Civil Engineering, a program of 131 semester hours is required for the Bachelor of Science in Electrical Engineering, and a program of 139 semester hours is required for the Bachelor of Science in Mechanical Engineering, as shown below.	Curriculum revisions to meet new ABET accreditation requirements.

Senate Proposal Form For (check one): (X) CHANGE IN DEGREE REQIREMENTS
( ) CHANGE IN MINOR
( ) CHANGE IN CERTIFICATE PROGRAM
(See Instructions on Reverse)

(Do Not Write in this Space)
initials / date
ROUTING:
Academic Affairs _____ / _____
Graduate School
(if applicable) _____ / _____
Senate C & I _____ / _____
Senate _____ / _____
Academic Affairs _____ / _____

Page 2 of 7

NA Signed: NA NA
Department Department Chair Date

UM-St. Louis/Washington University
Joint Undergraduate Engineering
School or College

Signed: _____ 2/26/98
Dean Date

Bachelor of Science in Civil, Mechanical, and Electrical Engineering
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) 462 and year 1997-98 of most recent Bulletin listing.

Current Bulletin listing:	Proposed Bulletin listing:	Rationale:
Pre-Engineering Requirements	**Pre-Engineering Requirements**	Curriculum revisions to meet new ABET accreditation requirements.
Mathematics 80 Analytic Geometry/Calculus I	**Mathematics 80** Analytic Geometry/Calculus I	
Mathematics 175 Analytic Geometry/Calculus II	**Mathematics 175** Analytic Geometry/Calculus II	
Mathematics 180 Analytic Geometry/Calculus III	**Mathematics 180** Analytic Geometry/Calculus III	
Mathematics 202 Differential Equations	**Mathematics 202** Differential Equations	
Chemistry 11 Introductory Chemistry I	**Chemistry 11** Introductory Chemistry I	
Chemistry 12 Introductory Chemistry II	**Chemistry 12** Introductory Chemistry II	
Physics 111 Physics: Mechanics & Heat	**Physics 111** Physics: Mechanics & Heat	
Physics 112 Physics: Electricity, Magnetism & Optics	**Physics 112** Physics: Electricity, Magnetism & Optics	
Engineering 30 Engineering Graphics	**Engineering 144** Statics	
Engineering 144 Statics	**Engineering 145** Dynamics	
Engineering 145 Dynamics	**English 10** Freshman Composition	
English 10 Composition		

Senate Proposal Form For (check one): (X) CHANGE IN DEGREE REQIREMENTS
( ) CHANGE IN MINOR
( ) CHANGE IN CERTIFICATE PROGRAM
(See Instructions on Reverse)

(Do Not Write in this Space)
initials / date

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

NA Signed: NA NA
Department Department Chair Date

UM-St. Louis/Washington University
Joint Undergraduate Engineering
School or College

Signed: _____ 2/26/98
Dean Date

Bachelor of Science in Civil, Mechanical, and Electrical Engineering
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) 461 and year 1997-98 of most recent Bulletin listing.

Current Bulletin listing:	Proposed Bulletin listing:	Rationale:
All majors must complete the University General Education Requirements, the Pre-Engineering Requirements and the Core Engineering Requirements. Except with special permission of the program faculty, students must first complete JEMT 217, Engineering Mathematics, and JEE 180, Introduction to Electrical Networks (Mechanical and Electrical Engineering majors only), with minimum grades of C, to be eligible to take the other upper-level engineering courses (those with course numbers starting with the letter "J"). A minimum grade of C is necessary to meet the prerequisite requirement for any course.	All majors must complete the University General Education Requirements, the Pre-Engineering Requirements and the Core Engineering Requirements. Except with special permission of the program faculty, to be eligible to take the other upper-level engineering courses (those with course numbers starting with the letter "J"): • All students must first complete JEMT 217, Engineering Mathematics, with a minimum grade of C-. • Mechanical and Electrical Engineering majors must also complete JEE 180, Introduction to Electrical Networks with a minimum grade of C-. • Civil engineering majors must complete either JEE 180, Introduction to Electrical Networks or JCHE 343, Environmental Engineering Chemistry, with a minimum grade of C-. A minimum grade of C- is necessary to meet the prerequisite requirement for any course.	Clarification of existing requirements.

Senate Proposal Form For (check one): (X) CHANGE IN DEGREE REQIREMENTS
( ) CHANGE IN MINOR
( ) CHANGE IN CERTIFICATE PROGRAM
(See Instructions on Reverse)

(Do Not Write in this Space)
initials / date

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

NA Signed: NA NA
Department Department Chair Date

UM-St. Louis/Washington University
Joint Undergraduate Engineering
School or College

Signed: _____ 2/26/98
Dean Date

Bachelor of Science in Civil, Mechanical, and Electrical Engineering
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) 462 and year 1997-98 of most recent Bulletin listing.

Current Bulletin listing:	Proposed Bulletin listing:	Rationale:
• Some courses that fulfill the humanities [H] or social sciences [SS] breadth of study requirement do not count as Humanities and Social Sciences Electives; an example would be a statistics course taught in economics or psychology. See the Office of the Joint Undergraduate Engineering Program for a listing of courses that do not count as Humanities or Social Sciences Electives in this program, or check with your adviser.	• Some courses that fulfill the humanities [H] or social sciences [SS] breadth of study requirement do not count as Humanities and Social Sciences Electives; an example would be a statistics course taught in economics or psychology. See the Office of the Joint Undergraduate Engineering Program for a listing of courses that do not count as Humanities or Social Sciences Electives in this program, or check with your adviser.	Provide a more specific statement of graduation requirements in the Joint Undergraduate Engineering Program.
Minor in Environmental Engineering Science	**Graduation Requirements** In addition to the requirements of the University of Missouri-St. Louis that apply to all candidates for undergraduate degrees, the student must earn a minimum campus grade point average of 2.0 and a minimum grade point average of 2.0 for all engineering courses attempted at the University of Missouri-St. Louis. **Minor in Environmental Engineering Science** ✓	

Senate Proposal Form For (check one): (X) CHANGE IN DEGREE REQIREMENTS
( ) 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 ____ / ____

NA Signed: NA NA
Department Department Chair Date

UM-St. Louis/Washington University
Joint Undergraduate Engineering
School or College

Signed: _____ 2/26/98
Dean Date

Bachelor of Science in Civil Engineering
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) 462 and year 1997-98 of most recent Bulletin listing.

Current Bulletin listing:

Civil Engineering Major Requirements
JCE 116 Surveying
JCE 241 Structural Analysis
JCE 242 Structural Design
JCE 252 Environmental Engineering Science
JCE 274 Hydraulics and Hydrology
JCE 319 Soil Mechanics
JCE 320 Soil Exploration and Testing
JCE 374 Economic Decisions in Engineering
JCE 375 Introduction to Urban Planning
JCE 376 Site Planning and Engineering **OR**
JCE 382 Design of Water Quality Control Facilities
JCE 384 Probabilistic Methods in Civil Eng'g Design
JCE 399 Senior Civil Engineering Seminar
JCE 372 Legal Aspects of Construction **OR**
JEP 361 Introduction to Environmental Law and Policy
JME 141 Mechanics of Deformable Bodies
JME 270 Fluid Mechanics
JME 280 Fluid Mechanics Laboratory

Proposed Bulletin listing:

Civil Engineering Major Requirements
JCE 045 Engineering Graphics
JCE 116 Surveying
JCE 241 Structural Analysis
JCE 242 Structural Design
JCE 252 Environmental Engineering Science
JCE 276 Open Channel Hydraulics
JCE 319 Soil Mechanics
JCE 320 Soil Exploration and Testing
JCE 374 Economic Decisions in Engineering
JCE 375 Introduction to Urban Planning
JCE 376 Site Planning and Engineering **OR**
JCE 382 Design of Water Quality Control Facilities
JCE 384 Probabilistic Methods in Civil Engineering Design
JCE 399 Senior Civil Engineering Seminar
JCE 372 Legal Aspects of Construction **OR**
JEP 361 Introduction to Environmental Law and Policy
JME 141 Mechanics of Deformable Bodies
JME 270 Fluid Mechanics
JME 280 Fluid Mechanics Laboratory

Rationale:

Curriculum revisions to meet new ABET accreditation requirements.

Senate Proposal Form For (check one): (X) CHANGE IN DEGREE REQIREMENTS
( ) 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 ____ / ____

NA Signed: NA NA
Department Department Chair Date

UM-St. Louis/Washington University
Joint Undergraduate Engineering
School or College

Signed: [signature] Date 2/26/98
Dean

Bachelor of Science in Electrical Engineering
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) 462 and year 1997-98 of most recent Bulletin listing.

Current Bulletin listing:	Proposed Bulletin listing:	Rationale:
Electrical Engineering Major Requirements **JEE 160** Digital Logic **JEE 190** Introduction to Digital and Linear Electronics **JEE 214** Electromagnetic Fields **JEE 227** Power, Energy, and Polyphase Circuits **JEE 279** Signal Analysis for Electronic Systems and Circuits **JEE 316** Electrical Energy Laboratory **JEE 355** Digital Systems Laboratory **JEE 380** Senior Design	**Electrical Engineering Major Requirements** **JEMT 226** Probability and Statistics for Engineering **JEE 160** Digital Logic **JEE 190** Introduction to Digital and Linear Electronics **JEE 214** Electromagnetic Fields **JEE 227** Power, Energy, and Polyphase Circuits **JEE 279** Signal Analysis for Electronic Systems and Circuits **JEE 316** Electrical Energy Laboratory **JEE 355** Digital Systems Laboratory **JEE 380** Senior Design	Curriculum revisions to meet new ABET accreditation requirements.

Senate Proposal Form For (check one): (X) CHANGE IN DEGREE REQIREMENTS
( ) CHANGE IN MINOR
( ) CHANGE IN CERTIFICATE PROGRAM
(See Instructions on Reverse)

(Do Not Write in this Space)
initials / date
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Academic Affairs ____ / ____
Graduate School (if applicable) ____ / ____
Senate C & I ____ / ____
Senate ____ / ____
Academic Affairs ____ / ____

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NA Signed: NA NA
Department Department Chair Date

UM-St. Louis/Washington University
Joint Undergraduate Engineering
School or College

Signed: [signature] 2/26/98
Dean Date

Bachelor of Science in Mechanical Engineering
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) 462 and year 1997-98 of most recent Bulletin listing.

Current Bulletin listing:	Proposed Bulletin listing:	Rationale:
Mechanical Engineering Major Requirements **JME 141** Mechanics of Deformable Bodies **JME 218** Elements of Mechanisms and **JME 219** Mechanisms Laboratory **JME 221** Energetics for Mechanical Engineers **JME 222** Machine Design and **JME 223** Machine Design Laboratory **JME 270** Fluid Mechanics **JME 280** Fluid Mechanics Laboratory **JME 271** Principles of Heat Transfer **JME 281** Heat Transfer Laboratory **JME 317** Dynamic Response of Physical Systems and **JME 318** Dynamic Response Laboratory **JME 390** Senior Design	**Mechanical Engineering Major Requirements** **JEMT 226** Probability and Statistics for Engineering **JME 041** Introduction to Engineering Design **JME 141** Mechanics of Deformable Bodies **JME 204** Analytical Approaches to Design **JME 221** Energetics for Mechanical Engineers **JME 222** Machine Design **JME 270** Fluid Mechanics **JME 280** Fluid Mechanics Laboratory **JME 271** Principles of Heat Transfer **JME 281** Heat Transfer Laboratory **JME 317** Dynamic Response of Physical Systems and **JME 318** Dynamic Response Laboratory **JME 390** Senior Design **JME 394** Mechanical Engineering Design Lab	Curriculum revisions to meet new ABET accreditation requirements.

(to be considered for approval at 2:30 p.m.
Senate meeting on April 28, 1998)

SENATE MINUTES
UM-ST. LOUIS
March 24, 1998
2:30 p.m. 222 J. C. Penney

The first organizational meeting of the 1998-99 Senate was called to order at 2:32 p.m. by Dr. Lawrence Friedman, 1997-98 Senate Chairperson.

Nominations from the floor were invited for a voting faculty senator to serve as Chairperson in 1998-99. There were two nominees: Dr. Lawrence Friedman (nominated by Dr. Edward Andalafte) and Dr. Jeanne Morgan Zarucchi (nominated by Dr. Joseph Martinich). Ballots were distributed, marked, collected, and tallied. To enthusiastic applause, it was announced that Dr. Zarucchi won the election. Dr. Zarucchi accepted Dr. Friedman's invitation to chair the remainder of the meeting.

Next, nominations from the floor were invited for a voting member of the Senate to serve as Secretary in 1998-99. There were two nominees: Dr. Joyce Corey and Dr. Deborah Larson. Again, ballots were distributed, marked, collected, and tallied. It was announced that Dr. Corey won the election.

Finally, nominations were invited for senators to serve as members of the 1998-99 Senate Committee on Committees. Nominated were:

Humanities: Dr. Charles Larson
Science/Math: Dr. Gail Ratcliff
Social Sciences: Dr. Dennis Judd
Business: Dr. David Ronen
Education: Dr. Gwendolyn Turner
Nursing: Dr. Jean Bachman
Optometry: Dr. William Long
Students: Ms. Jacqueline Klump and Messrs. Thomas Albrecht, Michael Foster, and Ryan Metcalf

Faculty candidates were elected by acclamation. Ballots were distributed, marked, collected, and tallied for student members of the Committee. Ms. Klump and Messrs. Albrecht and Metcalf won the election. Dr. Zarucchi requested that the members of Committee on Committees convene immediately upon adjournment in 229 J. C. Penney.

Completing the business at hand, the 1998-99 Senate adjourned at 2:58 p.m.

Respectfully submitted,

Joyce Corey
Senate Secretary
(minutes written by Ms. Joan M. Arban, Senate Executive Assistant)

(to be considered for
approval at 4/28/98
Senate meeting)

SENATE MINUTES
UM-ST. LOUIS
March 24, 1998
3:15 p.m. 222 J. C. Penney

The meeting was called to order at 3:16 p.m. Minutes from the previous meeting (held February 17, 1998) were approved as submitted.

Report from the Chairperson -- Dr. Lawrence Friedman

Faculty senators were reminded to vote in the campus referendum on bylaw amendments. Those who may have misplaced their ballot were invited to contact Ms. Arban.

The Chair announced that the 1998-99 Senate Chairperson will be Dr. Jeanne Morgan Zarucchi, of the departments of Foreign Languages and Literatures and Art and Art History. The announcement was greeted with applause. It was also announced that Dr. Joyce Corey, of Chemistry, will serve as Senate Secretary.

Report from the Chancellor -- Chancellor Blanche Touhill

The Chancellor commended the units that participated in a very successful open house for students and parents. More than 700 people attended to learn about educational opportunities at UM-St. Louis. For the first time, applications were processed at the event. Several students were admitted, and scholarship offers were extended.

More than 50 people attended a seminar explaining how new tax laws are helping individuals pay for their education. Hosted at the Southwestern Bell TeleCommunity Center, the event featured local tax attorney and Business School adjunct Joseph Giljum.

The Office of Career Services again served as host for the Gateway Placement Association's job fair, a two-day event which attracted more than 200 businesses and school districts and 1,400 job applicants. Nearly half of the job applicants were UM-St. Louis students.

This spring, the University is sponsoring several events, including a faculty meeting set for May 7 and the Chancellor's Report to the Community set for May 1. The theme for this year's CRC is "Educating Tomorrow's Leaders: Our Commitment to the Community." Invitations to this event

have been mailed, and the response so far has been very brisk. A crowd of at least 1,200 people is expected at the America's Center.

In February, the University received nearly $250,000 in private contributions for scholarships, research, and programmatic development. The most notable was a $40,000 contribution from the May Department Stores Foundation for scholarships in the Honors College. To date, the Foundation has pledged a total of $200,000 to the Honors College scholarship fund.

The Chancellor announced that Vice Chancellor Nelson is in the process of meeting with each unit to discuss a proposed faculty workload policy. A draft was presented to the Budget and Planning Committee on March 23 and will be placed on the University's home page for review.

Vice Chancellor Nelson is working with the Academic Officers on the outline of a strategic five-year plan which should be presented to Budget and Planning in May.

At the close of her remarks, the Chancellor invited comments from the floor. Dr. L. Douglas Smith expressed concern about the public nature of posting on the Web the workload policy. Vice Chancellor Nelson said it is his understanding that there is a way to restrict access to the campus.

Report on Retirement Benefits-- Dr. Susan Feigenbaum

Following a brief report on the status of the retirement plan and a brief discussion, the Senate passed the following resolution:

> The University of Missouri-St. Louis Senate, which includes faculty and other University employees, adds its support to the other campuses and to the Intercampus Faculty Council in requesting efforts to increase retirement benefits for University employees such that they are competitive with our comparable public AAU institutions.

The Chair suggested that a representative of the Benefits Committee report to the Senate each semester.

Report from the Committee on Physical Facilities and General Services -- Dr. Lawrence Barton

(see attached)

Ms. Barbara Collaso advised Dr. Barton of the need to address the issue of construction work obstructing paths for handicapped students, and Dr. Joseph Martinich urged the campus to enforce the one car to one spot rule for

construction workers. Dr. Barton promised to bring both matters to the Committee for consideration.

Report from the Faculty Council -- Dr. Herman Smith

(see attached)

Concerning the administrator evaluations, Dr. Dennis Judd commented that the results seem to indicate a deterioration in the relationships between faculty and administration.

Dr. Susan Sanchez responded to the Faculty Council report by stating that she is "personally offended by suggestions that those in the minority are misrepresenting their constituency, disloyal, self-serving, or uninformed. I believe that the University in general, and the Faculty Council in particular, should promote the recognition of and respect for the fact that informed individuals may still have strong differences of opinion."

Dr. Margaret Cohen complained that Faculty Council reports are too lengthy. She suggested that senators be sent a copy of the report in advance of the meeting.

Report from the Budget and Planning Committee -- Chancellor Blanche Touhill

The Chancellor reported that the Committee met recently and reviewed a number of items, including Challenge V and the mission enhancement document, proposed funding under mission enhancement for fiscal years 1999 and 2000, documents relating to the proposed workload policy, and a first draft of benchmarks needed for mission enhancement. She reported that the Committee will meet again on April 1.

Report from the Committee on Appointments, Tenure, and Promotion -- Dr. Mark Burkholder

(see attached)

Report from the Committee on University Libraries -- Dr. Harold Harris

(see attached)

Report from the Committee on Recruitment, Admissions, Retention, and Student Financial Aid -- Dr. Joseph Martinich

Rather than reporting at the meeting, Dr. Martinich said he would have a written report appended to the minutes (see attached).

Report from the Committee on Committees -- Dr. David Garin

In addition to full-time regular faculty representatives from each unit (no nominee from Business Administration), the Senate decided to include two at-large full-time academic non-regulars on the Task Force on the Status of Full-Time Academic Non-Regulars. Nominations were taken from the floor, and ballots were marked and collected for later tally.

Those elected were:

Dr. Deborah Larson
Dr. Gerda Ray
Dr. Bob Henson
Dr. Edith Young
Dr. Maryellen McSweeney
Dr. Carol Peck
Ms. Nancy Gleason
Mr. David Bird

Report from the Committee on Curriculum and Instruction -- Professor David Ganz

Crediting Dr. Wayne McDaniel for drafting a grade appeal process, Professor Ganz presented it with the endorsement of the Senate C&I Committee for a first reading. Dr. McDaniel was present to answer questions.

Dr. David Ronen suggested amending the policy so that a student is required to submit his/her concerns in writing before the administrative officer of the department/discipline (AOD) approaches the instructor. Dr. McDaniel explained that under the proposed policy, it is left to the discretion of the AOD to decide when he/she wants the appeal in written form. The proposal does not preclude the AOD from requiring the appeal in writing before the instructor is brought in. Dr. Dennis Judd supported the draft policy statement, noting that it allows the process to be kept somewhat informal.

It was suggested that students have more than one month to appeal a grade, and Dr. Jane Williamson expressed concern that there may not be three faculty members with knowledge in the field to serve on a committee.

Dr. Joseph Martinich suggested amending the document to read that the committee may meet.

Following a brief further discussion, Professor Ganz indicated that Dr. McDaniel will be invited to attend the forthcoming meeting of C&I to discuss specific concerns.

Turning to action items, the Senate approved changes to all Music degrees and to the B.S. in Civil, Mechanical, and Electrical Engineering. Minor "housekeeping" changes to the B.S. in Biology and the Graduate Certificate in International Studies were reported for the Senate's information, as were the course actions listed in the agenda.

Professor Ganz reported that there have been a few problems with errors in proposals already approved. Rather than amending such proposals after their approval, the Committee will require new paperwork to effect such corrections.

Completing the business at hand, the Senate adjourned at 5 p.m.

Respectfully submitted,

David R. Ganz

David Ganz
Acting Secretary

Attachments:

Report from the Committee on Physical Facilities and General Services
Report from the Faculty Council
Report from the Committee on Appointments, Tenure, and Promotion
Report from the Committee on University Libraries
Report from the Committee on Recruitment, Admissions, Retention, and Student Financial Aid

Facilities and General Services Committee - Senate Meeting, Mar. 24, 1998.

This report will be brief. The committee has spent some time addressing the issue of the hazards of parking along West Drive. The presence of increasing numbers of vans and trucks reduces visibility for individuals in small cars when backing out of parking spaces. The campus police department finds it impossible to administer a policy establishing special parking areas for compact cars. With some hesitancy, the committee has concluded that such a policy would be hard to administer. An additional problem that is developing now is the construction along West Drive; reducing parking spaces and increasing traffic.

The proposed solution is that a lighted, warning sign has been installed and the speed limit will be enforced. Individuals will be ticketed for travelling at greater than 20 mph. Announcements will be posted in various places including the Friday update. On a related matter the confusion about parking on the roof of Garage C should be alleviated by the placement of appropriate signs.

Finally, please don't forget to contact committee members if you have any issues that are within the purview of the committee. The committee will meet one more time this year.

Senate Remarks from the Presiding Officer of the Faculty Council
March 24, 1998

Jean de La Bruyère once said that "Life is a tragedy for those who feel, and a comedy for those who think." I suppose that gives a good litmus test for Senator reactions to my reports to the Senate from the Faculty Council. So I hope to see everyone in this room laughing at the appropriate times in my report today.

March is typically the penultimately busiest month for the Faculty Council and this year was no exception. I owe much to Dr. Fred Fausz, chair of our Administrator Evaluation Committee, and to Dr. Wayne McDaniels, chair of our Grievance Assistance Committee. Both committees have been much more active than in the past few years due to their conscientious chairings making my work much easier.

Prof. McDaniels presented an AAUP-based recommendation for grade appeals and change processes that was unanimously approved by the Council. This recommendation has also been endorsed by the Senate Curriculum and Instruction Committee which will be presenting the Council's recommendation for a first reading in its report today. Prof. McDaniels has also made both Vice Chancellors Nelson and Grace aware of the recommendation. I believe that you will agree that it is good to see this kind of cooperation between administrators, the Senate, and the Faculty Council.

The Council over the past several years has carried out a number of faculty surveys to give them more voice in our affairs. Prof. Fausz took responsibility for three mail surveys this year. I will talk briefly about each. As a preface for those who know little about the science and art of survey research, mail questionnaires rarely have better than 5% response rates, and 15% is considered excellent. Two years ago, the administrator evaluation survey had a highly impressive 18% of the FTE faculty return the forms for evaluating Woods Hall administrators. This year's surveys have already drawn responses from 42% of the FTE faculty with returns still trickling in because we didn't get the surveys out until a few days before the Spring Break. For comparisons, Presidential elections rarely draw more than 25% of the registered voters, so Prof. Fausz and his committee are to be congratulated on their work. Obviously, a 42% response rate shows that Faculty have become highly interested in campus affairs over the past two years. This is indicated also by the extraordinary number of faculty who wrote in comments to all three surveys--some of those faculty think that campus life is a tragedy and others a comedy, but the results of these surveys show a set of very strong majority opinions that clashes with a very small but vocal minority opinion.

Because the results of the administrator evaluation surveys are not normally shared with persons other than the Chancellor and the administrators in question, I will not dwell on the particulars of this set [redacted] In general, however, Woods Hall administrators fell a significant 1 to 1.5 points on our 9-point [redacted] over the two-year period since last evaluated. The results of the next two surveys will give you [redacted] of confidence has taken place.

First, a summary of the survey concerning Senate and Faculty Council bylaws changes requested through the unanimous recommendation of the Steering Committee.. Recall that the Faculty Council surveyed the 75 Faculty Senators last Fall concerning restructuring the present university governance system. That survey clearly showed that a majority of the Faculty Senators (even assuming those 25% not returning the surveys were all opposed) would vote in favor of changing the UMSL university governance structure to:

- Make the University Senate a Faculty Senate.
- Align the Senate Budget and Planning Committee with other Senate Committees so that the chair was a faculty member and the Chancellor was an ex officio member.

The tabulations of this new special survey of all FTE faculty indicate that:

•85% of our faculty respondents favor changing the Senate bylaws to make it into a true Faculty Senate. The strength of this position can be seen by the fact that the **majority** of faculty took time not only to check the "vote for" box, but they also wrote in comments such as "It would be great to have a **real** faculty senate at this university."

•76% of the faculty respondents said that they are in favor of a Senate Budget and Planning Committee in which the Chancellor is an ex-officio, non-voting member and the chairmanship and makeup of this committee are strictly in the hands of faculty **like all other Senate committees**. There were only 26 faculty members who voted against this proposal showing them to carry a very **small** albeit vocal minority opinion.

•64% of the faculty respondents favor a restructuring of the new Senate body to have bylaws reflecting the Faculty Council's. This was **twice** the percentage who favor the present Senate Bylaws. (The remainder had no opinion.) Again, over **half** of those persons favoring the Faculty Council method of proportional representation wrote comments about the need to insure that departments were able to chose their own representatives rather than faculty outside their departments. There is clearly overwhelming faculty support for such a restructuring.

•The vote in favor of three over two-year terms of office is favored by a 58:42 ratio of the respondents, favoring the current Senate term as more appropriate to "learning" the ropes as many respondents wrote.

•There is a virtual 50-50 split of faculty over whether to keep a new Faculty Senate at its current size of one out of four faculty (75) or reduce it to the Faculty Council size of 50 representatives. This is an unimportant question in the sense that a true Faculty Senate would imply no real need for a Faculty Council allowing for a "downsizing" of committee responsibilities for 50 seats. I might note that the University of California Berkeley has a Faculty Senate of only 35.

In summary, there is a **very clear mandate** from the UM-SL faculty to restructure the currently complicated and wasteful governance structure to one more like all other Faculty Senates. The small, vocal minority of Senators who oppose such a restructuring are clearly unrepresentative of the larger faculty body to whom they purport to represent.
Consequently, the Council voted -- with only one nay vote -- to request that the Senate Bylaws Committee bring forward a proposed bylaws change before the Senate to restructure the chairing of the Senate Budget and Planning Committee like all other Senate committees on behalf of the entire faculty.

The final survey asked about support for the Performing Arts Complex.

•Only 13% of the faculty respondents--again a small, but extremely vocal, minority--support the currently conceived Performing Arts Complex as envisioned by the Chancellor. This 13% minority virtually to the person checked the box designating up to $8 million (10% of the current UMSL budget!) was acceptable to run this Complex. One wonders where these faculty expect this $8 million to come from without completely crippling educational functions.

•71% of the faculty respondents said that they would support the Complex **only** if $0 of the current UMSL budget were used to maintain and operate it. Even among the 15% who said it would be okay to spend up to $2 million of the current UMSL budget on maintenance and operations there were clear written comments clarifying that this assumed that Complex revenues paid back that $2 million.Written comments in the margins by a majority of faculty indicate an **overwhelming** lack of confidence of the faculty in the ability of this Complex to break even.

This survey underscore the deep divide between the general faculty and the administration over the current Performing Arts Complex proposal. Faculty are deeply troubled by the reports that the St. Louis arts community does not think the presently envisioned complex can generate the revenues necessary to sustain it and that it will be yet another burden on university resources.

Consequently, in the spirit of fiscal responsibility the Faculty Council voted unanimously that I communicate the following resolution to the Chancellor which I did the next day:

Be it resolved that:

We, as the members of the Faculty Council of the University of Missouri-St. Louis, call upon the Chancellor to provide to the Presiding Officer of the Faculty Council and the Chair of the Senate by April 1, 1998:

(a) projections of the annual totals of operating costs and total revenues for the proposed Performing Arts Center, with detail provided about the sources of the revenues and the categories of expenditures, and

(b) detail and analysis about the projected impacts of the proposed Performing Arts Center on the basic educational programs and staffing at UM-St. Louis.

Sorry for taking so much time today, but I think you will agree that the Faculty -- whether out of comedy or tragedy -- are concerned about matters of fiscal responsibility of the past few years, and the mood of the majority of the faculty, I can assure you, will show more such concern if these matters are not seriously dealt with in a timely manner. I will be happy to entertain any questions you might have before retiring the floor. Thank you.

Report by the ATP Committee to the Senate
March 24, 1998

The ATP Committee has met once since the last Senate meeting. It considered two cases for promotion and has submitted its recommendations to the Chancellor.

Chancellor Touhill joined the Committee at its meeting to discuss cases in which she had not yet decided whether or not to follow the Committee's recommendations. While the Committee fully realizes that the Chancellor has the right and responsibility to make the final decision on all tenure and promotion cases, it was astonished that the Chancellor wanted to discuss cases in which the Committee recommendation had been unequivocal. I report this so that Senate will know that the Chancellor is willing to contemplate reversing the recommendation of an elected faculty committee comprised of experienced full professors.

Mark A. Burkholder, chair

University Senate Library Committee Report
March 24, 1998
Harold H. Harris

The Senate Library Committee met February 28. One of the purposes of the meeting was to have been an update by University Librarian Joan Rapp on matters related to the library. Unfortunately, illness prevented her in-person participation in the meeting, and the Committee had to be satisfied with a disembodied report. Nevertheless, thanks to Ms. Rapp's dedication and a fax machine, we learned of several matters:

1. Bids for work on the space to be occupied by the Mercantile Library are being submitted. The contractor is to be selected by the end of this month.
2. Library staff are completing work that will enable installation of "Inn-REACH", a new feature in Merlin that enables mutual browsing and online requests of materials across the University of Missouri, St. Louis University, and Washington University Libraries.
3. There is a proposal in the legislature that would enable capabilities similar to item 2 above, across all the libraries in the state.
4. More than 90% of the UMSL materials sent to the central UM Depository have been processed into that facility and are therefore available for borrowing. They remain property of our campus. Library staff continues to work with departmental Liaisons on the disposition of a few items that may or may not go to the Depository. It is expected that these cases will be resolved very soon, if the have not been by the time of this report.
5. Since *Current Contents* is available electronically at faculty desktops as well as at the library terminals, it is planned that the printed version will be discontinued at the end of the current year.

Vice Chancellor for Academic Affairs Jack Nelson met with the Committee to share with us nominations for Interim Director of Libraries to replace Ms. Rapp during her sabbatical leave next year. There were several nominations, but they were all for the same individual, Sandy Snell, whom many of us know from her work in Reference. The Committee was impressed with the credentials of this candidate and voted to endorse her appointment. The Committee appreciates the sensitivity of the Vice Chancellor to the importance that faculty place on this position.

Report of the Senate Committee on Recruitment, Admissions, Retention, and Financial Aid

March 24, 1998

Joseph Martinich, Chair

The Senate Committee on RARFA has met regularly throughout the year. In addition to adjudicating appeals for admission and financial aid, the Committee has studied the academic performance of first-time freshmen. Based on both Campus and System-wide data, the Committee is developing guidelines for the Director of Admissions regarding admission of freshman who do not satisfy the UM System admission requirements. These guidelines are intended to provide reasonable access to students while predicting a satisfactory probability of academic success.

Recruiting efforts have been quite intense, and the quality of applicants is very promising. As of mid-March, the number of students admitted as first-time freshmen for Fall, 1998 is slightly ahead of the number at the same time last year. Admissions of transfer students, although a smaller number at this point of the application cycle, is running well ahead of last year.

The Committee wants to thank Curt Coonrod and Tony Georges for their continuing efforts to improve recruitment of students, their willingness to provide information to the Committee to help it in making decisions, and their willingness to seek and accept input from the Committee.

University of Missouri St. Louis

Senate

8001 Natural Bridge Road
St. Louis, Missouri 63121-4499
Telephone: 314-~~553-6769~~
516-6769

MEMORANDUM

TO: Members of 1998-99 Senate

FROM: Dr. Jeanne Morgan Zarucchi, Senate Chairperson-Elect

DATE: April 13, 1998

Just a note to remind you that on Tuesday, April 28, at 2:30 p.m. in 222 J. C. Penney, the new (1998-99) Senate will hold its second organizational meeting.

The agenda will consist of:

I. Approval of the minutes from the March 24 organizational meeting (see reverse), and

II. Election of members to next year's standing committees

Please mark your calendar and plan to attend.

cc: Ms. Joan M. Arban

University of Missouri St. Louis

Senate

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516-6769

M E M O R A N D U M

TO: The Senate

FROM: Dr. Lawrence Friedman, Senate Chairperson LF/gma

DATE: April 22, 1998

The Senate is scheduled to meet at **3:15 p.m.** on Tuesday, April 28, in 222 J. C. Penney. The agenda follows:

I. Approval of minutes from previous meeting (action)

II. Report from the Chancellor -- Chancellor Blanche Touhill

III. Report from the Intercampus Faculty Council -- Dr. Silvia Madeo

IV. Report from the Faculty Council -- Dr. Herman Smith

V. Report from the Student Government Association -- Mr. Jim Avery

VI. Committee reports:

A. Assessment of Educational Outcomes -- Dr. Gary Burger
B. Budget and Planning -- Chancellor Blanche Touhill
C. Curriculum and Instruction (action items, see attached) -- Prof. David Ganz
D. Appointments, Tenure, and Promotion -- Dr. Mark Burkholder
E. Computing (action item) -- Dr. Susan Sanchez
F. Bylaws and Rules (see attached) -- Dr. William Long
G. University Libraries -- Dr. Harold Harris

VII. Other business

VIII. IN EXECUTIVE SESSION: Report from Honorary Awards Committee -- Vice Chancellor Kathleen Osborn

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REMINDER: THE NEW (1998-99) SENATE WILL HOLD ITS SECOND ORGANIZATIONAL MEETING ON APRIL 28 AT 2:30 P.M. IN 222 J. C. PENNEY. THIS MEETING MUST CONVENE ON TIME, SO PLEASE BE PROMPT.

REPORT FROM THE COMMITTEE ON CURRICULUM AND INSTRUCTION -- April 9 and April 16, 1998

I. The Committee recommends the attached proposal concerning the grade appeal process for a "second reading."

II. The Committee recommends approval of a new degree program, the M.A. in Communication. (See attached. Copies of the full proposal are on reserve in the Thomas Jefferson and Barnes Education libraries.)

III. The Committee recommends approval for the following changes in degree requirements (see attached):

A. Master of Music Education
B. B.S.N.
C. O.D. (five proposals)
D. School of Business Administration (Multiple Degrees)
E. M.B.A.

IV. The Committee recommends approval for the following changes to minors (see attached):

A. Addition of minors in Business Administration

V. The Committee recommends approval for a change in emphasis area name to B.S. in Management Information Systems (see attached).

VI. The Committee recommends approval for a new certificate program, the Labor Studies Certificate (see attached).

VII. The Committee has effected minor "housekeeping" changes to the following:

A. M.A. in History (introduces two master's degree options available; clarifies requirements; provides information on the Museum Studies option)
B. Master of Education degree in Counseling (to replace scholarly paper with examination requirement)
C. Change in Institute for Women's and Gender Studies Certificate (inserts heading, reflects new course numbers and titles, drops deleted courses, adds new courses, arranges in numerical order)
D. B.S. in Education: Secondary Education (changes name to B.S. degree in Secondary Education with an emphasis in science-physics and certification in Unified Science with an endorsement in physics; replaces dropped course)

VIII. The Committee has effected the course actions noted below:

History 449	change hours	"Directed Readings"	1-3 hours
Political Science 322	add	"Labor Law"	3 hours
Political Science 341	add	"Collective Bargaining"	3 hours
Political Science 391A	add	"Management Issues in Non-Profit Organizations: Staff Management Issues"	1 hour
Social Work 391A	change description	"Management Issues in Non-Profit Organizations: Staff Management Issues"	1 hour
PPA 391A	change description	"Management Issues in Non-Profit Organizations: Staff Management Issues"	1 hour
Political Science 391B	add	"Management Issues in Non-Profit Organizations: Legal Issues in Governing and Managing"	1 hour
Social Work 391B	change title, description	"Management Issues in Non-Profit Organizations: Legal Issues in Governing and Managing"	1 hour
PPA 391B	change title, description	"Management Issues in Non-Profit Organizations: Legal Issues in Governing and Managing"	1 hour
Political Science 391C	add	"Management Issues in Non-Profit Organizations: Financial Issues"	1 hour
Social Work 391C	change description	"Management Issues in Non-Profit Organizations: Financial Issues"	1 hour
PPA 391C	change description	"Management Issues in Non-Profit Organizations: Financial Issues"	1 hour
Political Science 396	add	"American Philanthropy and Non-Profit Resources Development"	3 hours

Social Work 396	change prerequisite, description	"American Philanthropy and Non-Profit Resources Development"	3 hours
PPA 396	change prerequisite, description	"American Philanthropy and Non-Profit Resources Development"	3 hours
Interdisciplinary 350	change title, prerequisite, description	"Topics in Women's and Gender Studies"	3 hours
Interdisciplinary 351	change prerequisite	"Theories of Feminism"	3 hours
Interdisciplinary 352	change title, description	"Special Readings in Women's and Gender Studies"	1-5 hours
Interdisciplinary 353	add	"Internship in Women's and Gender Studies"	3 hours
ESL 301	change title, prerequisite, description	"Advanced ESL Conversation and Pronunciation"	3 hours
ESL 302	change title, prerequisite, description	"Advanced ESL Listening and Note-Taking"	2 hours
ESL 303	change title, prerequisite, description	"Advanced ESL Reading and Writing"	3 hours
BA 109	change prerequisite	"COBOL Programming"	3 hours
BA 252	change prerequisite	"Introduction to Operations Management"	3 hours
CNS ED 455	add	"Counselor Education and Supervision"	3 hours
CNS ED 461	add	"Theory and Practice of Clinical Hypnosis in Counseling"	3 hours
CNS ED 460	add	"Rehabilitation Counseling"	3 hours
CNS ED 462	add	"Counseling Women Toward Empowerment"	3 hours
CNS ED 470	add	"Advanced Assessment in Counseling"	3 hours

CNS ED 471	add	"Time-Limited Group Counseling"	3 hours
CNS ED 472	add	"Practicum in Group Counseling"	3 hours
CNS ED 480	add	"Advanced Clinical Issues in Counseling"	3 hours
CNS ED 498	add	"Advanced Multicultural Counseling"	3 hours
ECH ED 346	change prerequisite, description	"The Acquisition of Mathematical Concepts"	3 hours
Nursing 100	change title, hours, description	"Introduction to the Nursing Discipline"	3 hours
Nursing 103	change number, title, prerequisite, description	"Nutrition and Health"	3 hours
Nursing 104	change number, title, hours, prerequisite, description	"Foundations in Nursing and Health"	5 hours
Nursing 105	change title, hours, prerequisite, description	"Communication in the Nursing Profession"	2 hours
Nursing 106	change number, prerequisite, description	"Assessment of Clients in Health and Illness"	3 hours
Nursing 110	change number, title, description	"Pathophysiological Bases of Nursing Practice"	3 hours
Nursing 111	change number, title, prerequisite, description	"Pharmacotherapeutics in Nursing Practice"	3 hours
Nursing 205	change number, title, hours, prerequisite, description	"Adult Health Nursing I"	5 hours
Nursing 206	add	"Adult Health Nursing II"	5 hours

Nursing 207	add	"Information Management in Nursing"	2 hours
Nursing 214	add	"Psychiatric Mental Health Nursing"	5 hours
Nursing 215	change number, title, hours, prerequisite, description	"Nursing of Women and Childbearing Families"	4 hours
Nursing 216	add	"Child and Family Health Nursing"	4 hours
Nursing 300	add	"Community Health Nursing"	4 hours
Nursing 306	change number, prerequisite, description	"Nursing Research"	3 hours
Nursing 310	add	"Senior Synthesis"	5 hours
Nursing 399	change number, title, description	"Guided Study in Nursing"	1-3 hours
Nursing 410	add	"Health Promotion Across the Life Span"	3 hours
Nursing 460F	drop	"Family Health Promotion"	3 hours
Optometry 532	change prerequisite	"Binocular Vision and Space Perception"	4 hours
Optometry 554	change prerequisite	"Binocular Vision Anomalies"	4 hours
Engr 180	drop	"Introduction to Electrical Networks"	3 hours
Engr 202	drop	"Elementary Electronics II	3 hours
Engr 201	drop	"Elementary Electronics"	3 hours
BA 306	change title	"Decision Support Systems"	3 hours
BA 307	change title, description	"End-User Computing for Business Applications"	3 hours

BA 327	add	"Practicum in Finance"	1-3 hours
BA 328	add	"Estate Planning and Trusts"	3 hours
BA 338	add	"Practice of Personal Financial Planning"	3 hours
BA 339	add	"Retirement Planning and Employee Benefits"	3 hours
BA 340A	change description	"Financial Accounting and Reporting I"	3 hours
BA 340B	change description	"Financial Accounting and Reporting II"	3 hours
BA 341	change description	"Financial Accounting and Reporting III"	3 hours
MSIS 424B	add	"Seminar in Management Information Systems"	3 hours
MSIS 426	add	"Management of Client/ Server Computing"	3 hours
MSIS 430	add	"Quality Management"	3 hours
Mathematics 437	add	"Quality Management"	3 hours
FIN 459	add	"Seminar in Finance"	3 hours
MGT 469	add	"Seminar in Management"	3 hours
MKT 474	add	"Seminar in Marketing"	3 hours
MSIS 480	change description	"Management Information Systems"	3 hours
PPA 480	change description	"Management Information Systems"	3 hours
MSIS 485	change description	"Management Information Systems: Theory and Practice"	3 hours
MSIS 493	change prerequisite	"Simulation for Managerial Decision Making"	3 hours
MSIS 494B	add	"Seminar in Logistics and Operations Management"	3 hours

MSIS 497	change title, prerequisite, description	"Decision Support Systems"	3 hours
Nursing 405	add	"Values in Health Care Decision Making"	2 hours
Nursing 406	add	"Policy, Organization and Financing in Health Care"	2 hours
Nursing 408	add	"Health and Society"	2 hours
Nursing 409NA	change number, hours, prerequisite	"Role of the Nurse Administrator"	2 hours
Nursing 409NE	change number, hours, prerequisite	"Role of the Nurse Educator"	2 hours
Nursing 409NS/NP	change number, hours, prerequisite, description	"Role of the Clinical Nurse Specialist/Nurse Practitioner"	2 hours
Nursing 411	change number, prerequisite	"Theoretical Foundations in Nursing"	3 hours
Nursing 412	change number, prerequisite	"Quantitative Methods in Nursing Research"	3 hours
Nursing 460A	drop	"Health Promotion and Protection in Adult Health Nursing"	3 hours
Nursing 460C	drop	"Health Promotion in the Nursing Care of Children"	3 hours
Nursing 460W	drop	"Women's Health Care I"	3 hours
Nursing 463	add	"Acute and Chronic Nursing Care Across the Life Span"	4 hours
Nursing 472	change number, title, prerequisite, description	"Synthesis Practicum"	3 hours
JCE 300	add	"Independent Study"	1-6 hours

JCE 360	add	"Highway and Traffic Engineering"	3 hours
JCE 377	add	"Decision Analysis and Construction Applications"	3 hours
JCE 386	add	"Design of Masonry Structures"	3 hours
JEE 316	change prerequisite, description	"Electrical Energy Laboratory"	3 hours
JEE 321	add	"Communications Theory and Systems"	3 hours
JEE 345	change description	"Digital Signal Processing"	3 hours
JEE 380	change description	"Senior Design Project"	3 hours
JME 300	add	"Independent Study"	1-6 hours
JME 319	add	"Experimental Methods in Fluid Mechanics"	3 hours
JME 326	drop	"Experimental Stress Analysis"	3 hours
JME 329	add	"Flexible Manufacturing Automation"	3 hours
JME 334	drop	"Solar Energy"	3 hours
JME 347	drop	"Mechanical Metallurgy"	3 hours
JME 350	add	"Computer-Integrated Manufacturing"	3 hours
JME 353	add	"Facilities Design"	3 hours
JME 374	add	"Analysis and Design of Tubomachinery"	3 hours
JME 378	add	"Analysis and Design of Piston Engines"	3 hours
JME 394	add	"Mechanical Engineering Design Lab"	1 hour
JEP 337	change prerequisite, description	"Environmental Risk Assessment"	3 hours

Nursing 308	change number, title, prerequisite, description	"Management and Leadership in Nursing"	3 hours
Nursing 373	change prerequisite, description	"Quantitative Analysis in the Health Sciences"	3 hours
MSIS 487	change prerequisite	"Advanced Operations Research Applications"	3 hours
MSIS 494	change prerequisite	"Advanced Operations Research Topics"	3 hours
History 257	add	"United States History for the Secondary Classroom"	3 hours
SEC ED 257	add	"United States History for the Secondary Classroom"	3 hours
History 258	add	"World History for the Secondary School Classroom"	3 hours
SEC ED 258	add	"World History for the Secondary School Classroom"	3 hours
Geography 295	change curricular designation	"Special Topics in Geography"	1-6 hours

(end)

REVISED. CHANGES SHOWN IN BOLD FACE.

Recommendations for changes in the grade appeal process set forth in the "Grievance About Grade" section of the Bulletin (p. 488) and in the Student Guide & Academic Planner (p. 54). We recommend that the procedure be replaced by the following:

"Grade Appeals" (new heading)

The following procedure is to be followed by any student who believes he/she has received an unjustified grade (A, A–, B, B±, C, C±, D, D±, or F; also, see paragraph 5 below) in a course and wants a review of the matter. It is to be understood that the establishment of criteria for grades **and the assignment of grades** is the responsibility of the instructor, and, further, that only the course instructor may make a change in grade, with the single exception that the administrative officer in the instructor's department/discipline unit (e. g., the department chairperson), upon recommendation of a faculty committee, and in accordance with paragraph 3a) below, may change the grade. The **primary purpose of the procedure is to assure that** the criteria for grading are fairly applied.

1. The student must first discuss the grade fully with the course instructor. The student should prepare for this meeting by taking all relevant written work (tests, reports, etc.) with him/her. If the issue is not resolved, the student may then appeal the grade to an administrative officer of the department/discipline unit (AOD) normally below the level of the Dean, and, if it appears the complaint has merit, the AOD will discuss it with the course instructor, and inform the student of the result of this discussion. This must be done within one month after the beginning of the succeeding regular academic semester.

2. If the matter still remains unresolved, the student may request that the AOD conduct a formal investigation. The AOD will then obtain, in writing, a precise statement of the complaint from the student, and will refer it to an ad hoc faculty committee composed of at least three faculty members in the course instructor's department or in closely allied fields. The committee will investigate the matter, meeting, as it **may deem** necessary, with the student, the instructor, and possibly others. Following its inquiries and deliberations, the faculty committee will submit its findings, together with its recommendations and reasons for those recommendations directly to the course instructor, with a copy to the AOD.

3. a) If the faculty committee recommends that the grade be changed, the committee will ask the course instructor to make the change. Should the instructor decline, he or she must provide a written explanation for refusing within 10 days. After considering the instructor's explanation, the faculty committee will recommend that the grade not be changed, or will conclude that it would be unjust to allow the original grade to stand. In the latter instance, it will then recommend to the AOD that the grade be changed. The AOD will provide the instructor with a copy of the recommendation and will ask the instructor to implement it. If the instructor continues to decline, the AOD may change the grade, notifying the instructor and the student of this action. Only the AOD, upon the written recommendation of the faculty committee, will have the authority to effect a change in grade over the objection of the instructor who assigned the original grade.

b) If the faculty committee recommends that the grade not be changed, the AOD will notify the student of this action. The student may then appeal to the Dean of the School or College who will determine whether the above procedures have been properly observed. If the Dean determines that the procedures have been followed, the grade will not be changed and this ends the appeal process. If not, the case will be returned to the faculty committee for reconsideration.

4. In the event the course instructor is deceased, cannot be located, or is otherwise unable to reconsider the grade, the above procedures will be followed, except that the student, the AOD, and the faculty committee will not confer with the instructor.

5. There shall be no appeal of a grade of DL (delayed) or Y other than to the course instructor. **The grades DL and Y may not be changed by any individual other than the course instructor; if not so changed, they will eventually be converted to an F by the registrar, as set forth in the Student Guide and Academic Planner, and in the University Bulletin.** If the grade is changed to a letter grade, the student may appeal that grade in accordance with the procedures above; such appeal must be initiated near the beginning of the next regular academic semester after the grade change in order that consideration by the AOD can be completed within the first month as set forth in paragraph 1 above.

SENATE PROPOSAL FORM FOR (check one): (x) NEW DEGREE PROGRAM
( ) NEW MINOR
( ) NEW CERTIFICATE PROGRAM
(See Instructions on Reverse)

T.L.

(Do Not Write in This Space)
initials/date

ROUTING:
Academic Affairs UMM 11/13/97
Graduate School (if applicable) [illegible] 10/1/98
Senate C&I [illegible] 4-16-98
Senate ___/___
Academic Affairs ___/___
(effective date: _____)

Page 1 of 2

Martin Sage / JC 11/12/97

Communication
Department

Signed: [signature] 10-10-97
Department Chair Date

Arts and Sciences
School or College

Signed: [signature] 1/XI/97
Dean Date

Master of Arts in Communication
Title of Degree/Minor/Certificate Program

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

Rationale for proposed new degree/minor/certificate:

The Master of Arts in Communication will help meet employment needs of local St. Louis businesses and media agencies by providing, within commuting distance of their employees, an advanced degree program in communication. The proposed degree program, emphasizing organizational and mass communication, will enable the University of Missouri-St. Louis to meet that demand. At the same time, the program's specialized focus in these areas will work to ensure the M.A. degree's non-duplicative nature.

Program description for Bulletin:

Admission Requirements: For admission, a student should have a baccalaureate degree with a minimum G.P.A. of 2.75 and an undergraduate background in communication and/or the social sciences. The Graduate Record Examination is required, and should be submitted at the time of application. Two letters of recommendation are also requested for each student applying to the program. Deadlines are July 1 for the Fall semester; December 1 for the Winter semester, and May 1 for the Summer term.

Degree Requirements: Candidates for the M.A. degree shall complete a minimum of 30 semester hours of approved study, at least 21 of which must be taken in courses offered by the department. Video courses from UM-Kansas City taken while in residence at UM-St. Louis may count toward this 21-hour minimum. A minimum of 18 hours must be taken at the 400 level, in addition to the hours taken for the thesis or internship/paper. Of this 18 hours of 400-level courses, 15 hours must be the specific core courses noted as follows:

SEN:7/88

SENATE PROPOSAL FORM FOR (check one): (x) NEW DEGREE PROGRAM
( ) NEW MINOR
( ) NEW CERTIFICATE PROGRAM
(See Instructions on Reverse)

TL

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ROUTING:	initials/date
Academic Affairs	LMM 11/13/97
Graduate School (if applicable)	____/____
Senate C&I	____/____
Senate	____/____
Academic Affairs (effective date: ____)	____/____

Martin Sage/JR 11/12/97

Communication
Department

Signed: _____ Department Chair 10-10-97 Date

Arts and Sciences
School or College

Signed: _____ Dean 12/XII 97 Date

Master of Arts in Communication
Title of Degree/Minor/Certificate Program

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

Rationale for proposed new degree/minor/certificate:

Program description for Bulletin:

Communication 400: Seminar in Communication Theory
Communication 405: Introduction to Communication Research Methods
Communication 411: Seminar in Mass Communication Organization
Communication 431: Seminar in Organizational Communication
Communication 435: Seminar in Advanced Applied Communication Research

Students can plan their degree program to reflect either the emphasis area of mass communication or organizational communication.

Students must select one of the following exit projects: a six-hour thesis or a six-hour internship. Students must have a mid-program review at the end of 12-15 hours of course work, at which time they will discuss their academic performance and program with a faculty committee and determine the most appropriate exit project, although that project may be decided earlier at the student's discretion. Each candidate is given a final oral review conducted by a faculty committee and focused on the course work complete and the student's chosen exit project.

EXECUTIVE SUMMARY--MASTERS PROPOSAL, COMMUNICATION DEPARTMENT

A. Total credits required for graduation.

General Information: The faculty of the Department of Communication of the University of Missouri-St. Louis propose a flexible program of studies leading to a 30 credit hour Master of Arts degree in communication (organizational and mass communication) This program will offer advanced education to help meet employment needs of local St. Louis agencies and business by providing, within commuting distance of their employees, an advanced degree program in communication. The proposed degree program, emphasizing organizational and mass communication, will enable the University of Missouri-St. Louis to meet that demand.

Degree Requirements: Each student shall prepare an advisor-approved course during the first semester of enrollment. Candidates for the M.A. degree shall complete a minimum of 30 semester hours of approved study, at least 21 of which must be taken in courses offered by the department. Video courses from UM-Kansas City taken while in residence at UM-St. Louis may count toward this 21-hour minimum. A minimum of 18 semester hours must be at the 400 level, in addition to the hours taken for the thesis or internship/paper. Of this 18 hours of 400 level courses, 15 hours must be the specific core courses noted in Item D on page 11.

Concentration: The UM-St. Louis department offers opportunities for intensive study of and work in the teaching and research areas of its departmental faculty. The proposed M.A. program, focusing on organizational and mass communication, allows flexibility for matching the interests of matriculating students with those of the faculty in the areas of organizational communication and mass communication. Matriculating students are encouraged to plan, with their advisor(s), as coherent program of studies consistent with their career, professional, and research interests and the teaching and research interests of the faculty.

Exit Requirements: Candidates for the M.A. degree in communication must select one of the following exit projects that counts toward the minimum 30-hour degree program: a 6-hour thesis; or a 6-hour internship and approved M.A. paper. Students will have a mid-program review at the completion of the 12-15 hours of course work, at which time they will discuss their academic performance with their advisor(s) and determine the most appropriate exit project. Upon completion of the course work and exit project, each candidate for the M.A. degree will participate in a written examination and a final oral review conducted by a faculty committee that focuses on the course work completed and the student's chosen exit project (thesis or internship/paper).

B. Residency requirements: The final two-thirds of the courses in a master's degree program must be completed in residence at UM-St. Louis.

C. Courses and credits required for general education: see admissions requirements above.

D. Courses and credits required for the major:

Com 400, Seminar in Communication Theory
Com 405, Introduction to Communication Research Methods
Com 411, Seminar in Mass Communication Organization
Com 431, Seminar in Organizational Communication
Com 435, Seminar in Advanced Applied Communication Research

E. Number of Electives Available:

9 hours, with a maximum of 6 semester hours in related courses from other departments.

F. Requirements for thesis, internship, or other capstone experiences.

Students will have either a thesis (6 hours) or internship (6 hours) option as a capstone experience in this program. The curriculum merges theoretical and practical concerns and will prepare students to confront and solve critical issues facing organizations and media complexes using a communication perspective to solve client-centered problems. Students may choose to design, conduct, and write-up a communication study as a thesis project or as a special paper. They may opt to apply their skills through a hands-on graduate internship option.

G. Any unique features, for example, interdepartmental cooperation.

1. Existing courses: The dual-level courses available for inclusion into a student's program and taught on a regular basis are as follows:

Communication Theory and Research courses:

Com 330, Empirical Research in Communication	3 gr. cr. hrs.
Com 331, Research Methods in Communication	3 gr. cr. hrs.
Com 332, Intercultural Communication	3 gr. cr. hrs.
Com 337, Male-Female Communication	3 gr. cr. hrs.
Com 340, Rhetorical Criticism	3 gr. cr. hrs.
Com 342, Modern Rhetoric and Public Address	3 gr. cr. hrs.
Com 343, The Rhetoric of Protest	3 gr. cr. hrs.
Com 344, Advanced Argumentation Theory	3 gr. cr. hrs.

Mass Communication Courses:

Com 310, Television Production II	3 gr. cr. hrs.
Com 311, Broadcast Management	3 gr. cr. hrs.
Com 316, Television News	3 gr. cr. hrs.
Com 334, Advertising Media Planning	3 gr. cr. hrs.
Com 350, Mass Communication History	3 gr. cr. hrs.
Com 352, Mass Media Criticism	3 gr. cr. hrs.
Com 354, Comparative Telecommunication Systems	3 gr. cr. hrs.
Com 355, Media Law and Regulation	3 gr. cr. hrs.
Com 356, International Communication	3 gr. cr. hrs.
Com 396, Internship in Radio	3-6 gr. cr. hrs.
Com 397, Internship in Television/Film	3-6 gr. cr. hrs.

Organizational Communication courses:

Com 333, Communication Audit	3 gr. cr. hrs.
Com 335, Seminar in Applied Communication Research	3 gr. cr. hrs.
Com 336, Communication in Advertising	3 gr. cr. hrs.
Com 345, Theory and Practice of Interviewing	3 gr. cr. hrs.
Com 346, Advanced Interviewing Techniques	3 gr. cr. hrs.
Com 358, Communication in Public Relations	3 gr. cr. hrs.
Com 366, Administration of School Libraries/Media Centers	3 gr. cr. hrs.
Com 392, Administration of Co-Curricular Activities	3 gr. cr. hrs.
Com 393, Internship in Applied Communication	3 gr. cr. hrs.

****Courses not taught in the last 2 years:**

Com 317, Radio and the Recording Industry	3 gr. cr. hrs.
Com 341, Classical Rhetoric and Public Address	3 gr. cr. hrs.
Com 370, Documentary Film	3 gr. cr. hrs.

2. New Graduate Courses:

Com 400*, Seminar in Communication Theory — 3 gr. cr. hrs.

Examination of the theoretical, methodological, and philosophy of science issues in the discipline of communication. Examines general, micro, contextual, critical and interdisciplinary (symbiotic) communication theories. Required of all graduate communication students. (Common course in M.A. program alliance with UMKC).

Com 405*, Introduction to Communication Research Methods 3 gr. cr. hrs.
Concerns the logic of scientific inquiry including the discovery, counting, and analysis of material, social, and symbolic facts, and reviews research guided by general, micro, contextual and critical communication theories. This provides an orientation to graduate research including proposal development for thesis, internship, and paper requirements and includes a theory-based research project of the student's choice. Required of all graduate communication students. Graduate students only. (Common course in M.A. program alliance with UMKC).

Com 406*, Introduction to Communication Education Research 3 gr. cr. hrs.
The development of educational communication research as a social scientific field. Critical evaluation of techniques and problem selection. Emphasis on the function of communication education concept formation and theory. (Video course from UMKC to UMSL)

Com 411*, Seminar in Mass Communication Organization 3 gr. cr. hrs.
Examines the management of the "information revolution" in terms of important technologies and media industries, the concepts necessary to understand, manage, and evaluate the workings of modern communications products and services, and the social and cultural issues facing media management from information-dependent groups, organizations, and societies. (Common course). (Video course from UMSL to UMKC).

Com 430*, Seminar in Small Group Communication 3 gr. cr. hrs.
An understanding of the communication theories of small group communication, the paradigms from which they flow, and the outcomes they anticipate. Special emphasis on the impact of groups on organizations and in media research.

Com 431*, Seminar in Organizational Communication 3 gr. cr. hrs.
Explores communication theories and topics related to organizational, institutional, and social system contexts and reviews the communication literature on behavior in organizations. emphasizes a case study approach to the communication strategies used by agencies and corporations. (Core course).

Com 435*, Seminar in Advanced Applied Communication Research 3 gr. cr. hrs.
Examines the logic and forms of communication inquiry in solving client-centered problems. Topics include audience ratings and segmentation, targeting, applied and basic research paradigms and approaches to grounding theories. Reviews the use of research by agencies, campaigns and organizations. Includes a team research project. (Core course).

Com 445*, Managing Organizational Communication 3 gr. cr. hrs.
Focuses on the production and distribution of information within large organizations, the use of communication to build an organizational vision and identity and to enhance employee morale and satisfaction, and the influence of communication networks on organizational functioning and productivity.

Com 454*, Seminar in Communication Systems and Technologies 3 gr. cr. hrs.
Examines innovation in modern communication technologies, their impact on society, and their contribution to the information revolution.

Com 455*, Seminar in Communication Policy and Regulation 3 gr. cr. hrs.
Examines the history and status of the regulation of media technologies. Emphasis is on the First Amendment, legislative activity, regulatory agencies and the impact of course decisions. Cases include broadcast, print, television, cable television, direct broadcast satellites, teletext, telephone, date networks and computer regulation. Includes a cross-cultural focus on international telecommunications.

Com 490*, Directed Readings in Communication 3 gr. cr. hrs.
Individual research on a problem defined by the graduate students and the faculty member in conference. May be repeated once with the permission of the departmental graduate faculty. Communication graduate students only.

Com 495*, Seminar in Special Topics in Communication 3 gr. cr. hrs.
Selected topics in the study of communication. Review of the communication theory and methods appropriate to the topic. The course includes a research project. May be repeated if the topic is different. Communication graduate students only.

Com 498*, Thesis Research and Preparation 3-6 gr. cr. hrs.
Individual research for and preparation of graduate thesis. Project must be approved by the graduate faculty.

Com 499*, Graduate Internship 3-6 gr. cr. hrs.
Individual on-site internship in organizational or mass communication setting. Internship project must be approved by the graduate faculty.

3. Expected Student Learning Outcomes:

Graduates of the proposed M.A. in Communication program will have a deeper understanding of organizational and mass communication. Students will learn that communication exists within a theory-method-message complex that allows them to provide communication theory-based explanations of phenomena, act professionally and ethically by applying communication theory-based solutions to client-based problems, and make use of their expanded communication knowledge to enhance organizations, understand and utilize media technology, and conduct research. The program should prepare its graduates to assume leadership positions as communication specialists in corporations and media industries.

SENATE PROPOSAL FORM FOR (check one)

(X) CHANGE IN DEGREE REQUIREMENTS
( ) CHANGE IN MINOR
( ) CHANGE IN CERTIFICATE PROGRAM

(Do Not Write in This Space)

ROUTING:	initials/date
Academic Affairs	LMM 10/22/97
Graduate School (if applicable)	JM 19 XII 97
Senate C&I	JMA 4-9-98
Senate	___/___
Academic Affairs	___/___

Music
Department

Signed: [signature] 10-10-97
Department Chair Date

A & S
School or College

Signed: Martin Sage/JC 10/21/97
Dean Date

Master of Music Education
Title of Degree/Minor/Certificate Program

Elementary and Early Childhood Education See above
Are other departments likely to be affected by this change? ( ) no (X) yes--list departments and secure sign-offs.

Page number(s) p. 240 and year 1997/98 of most recent Bulletin listing.

Current Bulletin Listing:	Proposed Bulletin Listing:	Rationale:
Admission Requirements Admission to the MME program will require written examinations in music education, music theory, sight singing/ear training and music history for advising purposes. Auditions in performance will complete the admission examinations. The submission of a video tape of the candidate teaching a primary, middle school, or secondary school class is also recommended for advising purposes. Before the admission exams are taken, candidates for the program must have completed a Bachelor of Music in Music Education degree (or equivalent). Total Number of Credits required for graduation: 32 Credit hours which must be earned in residence: 22	**Admission Requirements** Admission to the program requires a Bachelor of Music in Music Education (or equivalent) degree, admission to the Graduate School and three letters of recommendation. A written examination in music education (including applications of music history and music theory/ear-training) will be taken during the first semester or term of enrollment in the program for advising purposes and to identify the possible need for review in the areas of music theory and history. The program requires completion of 32 hours of graduate credit, 22 of which must be earned in residence.	Admission to graduate school and three letters of recommendation are being added to clarify actual practice. These were inadvertently omitted on previous copy. The written exam is being revised to focus the history and theory components more appropriately on their application in a K-12 teaching situation. The performance component is being made an elective. The performance audition is being dropped. These changes will place a stronger emphasis on music teaching rather than music performance. The video tape requirement is being removed since it is frequently impractical for new candidates for the program to have access to students (some may not be currently teaching) for making such a tape.

Current Bulletin Listing:	Proposed Bulletin Listing:	Rationale:
Required Courses and Options: Each candidate will choose one of the following emphasis areas: Choral Music Education Instrumental Music Education General Music Education Music Education and Technology The minimum 32 hour program includes the following requirements. **Major Area (9 credit hours)** **481** Foundations of Music Education (3) **491** Music Education Research (3) **499** Master's Project in Music Education (3) **Advanced Methods (3 credits from the following)** **451** Advanced Instrumental Methods (3) **461** Advanced Choral Methods (3) **471** General Music: A Model for Multi-Faceted Musical Learning (3) **Other Studies in Music:** (2 credit hours) ***201** Music Theory Review (NC) ***202** Music History Review (NC) ***203** Ear-Training/Sight Singing Review (NC) **444** Applied Music (1) **445** Applied Music (1) *required if deficient **Choose three of the following (9 credit hours)** **401** Studies in Style and Performance (3) **402** Choral Literature (3) **403** Band Literature (3) **404** Orchestra Literature (3) **411** Scoring and Arranging (3) **421** Advanced Conducting (3) **475** Micro-Computer Applications in Music (3) **492** Psychology of Music (3)	**Required Courses and Options:** Each candidate will choose one of the following emphasis areas: Choral Music Education Instrumental Music Education General Music Education Music Education and Technology The minimum 32 hour program includes the following requirements. **Major Area (9 credit hours)** **481** Foundations of Music Education (3) **491** Music Education Research (3) **499** Master's Project in Music Education (3) **Advanced Methods (3 credits from the following)** **451** Advanced Instrumental Methods (3) **461** Advanced Choral Methods (3) **471** General Music: A Model for Multi-Faceted Musical Learning (3) **Choose nine credits from the following:** **401** Studies in Style and Performance (3) **402** Choral Literature (3) **403** Band Literature (3) **404** Orchestra Literature (3) **411** Scoring and Arranging (3) **421** Advanced Conducting (3) **462** Guitar in the Classroom (3) **475** Micro-Computer Applications in Music (3) **476** Micro-Computer Assisted Instruction: Curriculum Development in Music (3) **477** Advanced Micro-Computer Applications in Music (3) **492** Psychology of Music (3)	A stronger emphasis will be placed on music teaching rather than music performance. Therefore Music 444 and 445 are now elective choices. Changes in admission requirements address the areas covered by the no-credit courses 201, 202, and 203. The listing , "Other Studies in Music" is no longer needed. With the addition of a fourth option within the MME degree program, Technology in Music Education, it is necessary to give students the opportunity to choose more Micro-Computer Courses as part of their core Music Education Requirement. Guitar In the Classroom has also been added to this category since it is an integral part of most Middle School General Music Curricula. These additions also make the program more flexible for students who wish to combine choices from two emphasis areas (such as General Music and Technology in Music Education) which will better meet their professional growth needs.

Current Bulletin Listing:	Proposed Bulletin Listing:	Rationale:
Cognate in Education **Choose one curriculum course (3 credit hours)** **Sec Ed 415** The Secondary School Cirriculum (3) **Ele Ed 422** Curriculum Construction in Elem Schools (3) **Choose one other education course:** **Ed Rem 320** Classroom Testing and Measurement (3) **Ed Fnd 421** Philosophy of Education (3) **Sec Ed 425** Secondary School Supervision (3) **Ele Ed 425** Elementary School Supervision (3) **Ed Rem 330** Educational Statistics (3) **Ed Rem 431** Educational Research Methods (3) **Electives** **Choose one elective course** (3 credit hours) 301 Marching Band Techniques (3) 475 Micro Computer Applications in Music (3) 476 Micro Computer-Assisted Instruction: Curriculum Development in Music (3) 477 Advanced Micro Computer Applications in Music (3) 401 Studies in Style and Performance (3) 402 Choral Literature (3) 403 Band Literature (3) 404 Orchestra Literature (3) 407 Techniques and Literature for the Jazz Ensemble (3) 411 Scoring and Arranging (3) 412 Advanced Composition Techniques (3) 413 Teaching Music Theory in the High School (3) 421 Advanced Conducting (3) 431 Advanced Chamber Ensemble (0) 446 Applied Music (1) 447 Applied Music (1) 451 Advanced Instrumental Methods (3) 452 Instrumental Music Administration (3) 461 Advanced Choral Methods (3) 462 Guitar in the Classroom (3) 465 Music Theater in the School (3)	**Cognate in Education** **Choose one 3-credit curriculum course such as:** **Sec Ed 415** The Secondary School Cirriculum (3) **Ele Ed 422** Curriculum Construction in Elem Schools (3) **Choose one other 3-credit education course such as:** **Ed Rem 320** Classroom Testing and Measurement (3) **Ed Fnd 421** Philosophy of Education (3) **Sec Ed 425** Secondary School Supervision (3) **Ele Ed 425** Elementary School Supervision (3) **Ed Rem 330** Educational Statistics (3) **Ed Rem 431** Educational Research Methods (3) **Electives** **Choose 5 credits from elective courses such as:** 301 Marching Band Techniques (3) 401 Studies in Style and Performance (3) 402 Choral Literature (3) 403 Band Literature (3) 404 Orchestra Literature (3) 406 Graduate Workshop in Music Education (1-3) 407 Techniques and Literature for the Jazz Ensemble (3) 411 Scoring and Arranging (3) 412 Advanced Composition Techniques (3) 413 Teaching Music Theory in the High School (3) 421 Advanced Conducting (3) 431 Advanced Chamber Ensemble (0) 444 Applied Music I (1) 445 Applied Music II (1) 446 Applied Music III (1) 447 Applied Music IV (1) 451 Advanced Instrumental Methods (3) 452 Instrumental Music Administration (3) 461 Advanced Choral Methods (3) 462 Guitar in the Classroom (3) 465 Music Theater in the School (3)	Adding "such as" clarifies the listed courses as examples rather than specific required courses. The addition of Music 406, Graduate Workshop in Music Education (1-3) was inadvertently omitted from previous copy. A stronger emphasis will be placed on music teaching rather than music performance. Therefore Music 444 and 445 are now elective choices. The change in Ech Ed 410 reflects the name change initiated by the School of Education. List of courses is now in proper numerical order.

Current Bulletin Listing:	Proposed Bulletin Listing:	Rationale:
Electives (continued) 471 General Music: A Model for Multi-Faceted Musical Learning (3) 472 Electronic Music Techniques for Teachers (3) 473 Individualizing Music Instruction (3) 474 Techniques of Group Keyboard Instruction (3) 482 School Music Administration and Supervision (3) 483 Contemporary Music Education (3) 484 Problems of Urban Music Education (3) 492 Psychology of Music (3) 495 Special Problems in Music Education (3) Ed Tec 340 Selection and Utilization Education Media (3) Ech Ed 412 Foundations of Early Childhood (3) Spc Ed 412 Psychology of Exceptional Children (3) Sec Ed 414 Teaching the Gifted/Talented in the Secondary School (3) Sec Ed 418 The Junior High/Middle School (3) Sec Ed 427 Supervision of Clinical Experiences in Teacher Education (3) Sec Ed 429 The Department Head (3) Ed Rem 431 Educational Research Methods (3)	**Electives** (continued) 471 General Music: A Model for Multi-Faceted Musical Learning (3) 472 Electronic Music Techniques for Teachers (3) 473 Individualizing Music Instruction (3) 474 Techniques of Group Keyboard Instruction (3) 475 Micro Computer Applications in Music (3) 476 Micro Computer-Assisted Instruction: Curriculum Development in Music (3) 477 Advanced Micro Computer Applications in Music (3) 482 School Music Administration and Supervision (3) 483 Contemporary Music Education (3) 484 Problems of Urban Music Education (3) 492 Psychology of Music (3) 495 Special Problems in Music Education (1-3) Ed Tec 340 Selection and Utilization of Educational Media (3) Ech Ed 410 Foundations of Pre-School Education (3) Spc Ed 412 Psychology of Exceptional Children (3) Sec Ed 414 Teaching the Gifted/Talented in the Secondary School (3) Sec Ed 418 The Junior High/Middle School (3) Sec Ed 427 Supervision of Clinical Experiences in Teacher Education (3) Sec Ed 429 The Department Head (3) Ed Rem 431 Educational Research Methods I (3)	

SENATE PROPOSAL FORM FOR (check one): (X) **CHANGE IN DEGREE REQUIREMENTS** T.C. (Do Not Write in This Space)
( ) **CHANGE IN MINOR**
( ) **CHANGE IN CERTIFICATE PROGRAM**
(See Instructions on reverse)

ROUTING: Initials/ Date
Academic Affairs 3/4/98
Graduate School (if applicable) 4-9-98
Senate C&I /
Senate /
Academic Affairs /

Department — Signed: Department Chair — Date

Nursing — Signed: Dean — 3/2/98
School or College — Date

Bachelor of Science in Nursing Degree
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: Robert Derby (March 3, 1998)

Chemistry: Lawrence Barton, March 3, 1998

Page number(s) 427-429 and year 1997-98 of most recent ***Bulletin*** listing.

Current ***Bulletin*** listing:	Proposed ***Bulletin*** listing:	Rationale:
Undergraduate Studies 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 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)	**Undergraduate Studies** 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 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)	
Admission Policies 1) Admission to the University (see Undergraduate Admission and Application Procedure section in this Bulletin);	**Admission Policies** ***Basic Undergraduate*** **First time freshmen or students with less than 24 college credits:**	More clearly describes requirements for admission to the nursing major.

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

(Do Not Write in This Space)

ROUTING: Initials/ Date
Academic Affairs MMM 3/4/98
Graduate School (if applicable) /
Senate C&I /
Senate /
Academic Affairs /

Department — Signed: Department Chair — Date

Nursing — Signed: Dean — 3/2/98 Date
School or College

Bachelor of Science in Nursing Degree
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
Chemistry

Page number(s) 427-429 and year 1997-98 of most recent ***Bulletin*** listing.

Current ***Bulletin*** listing:	Proposed ***Bulletin*** listing:	Rationale:
2) Cumulative high school grade point average of 2.5 (4.0 scale); 3) Rank in upper third of high school class; 4) High school course work required in Chemistry and Biology 5) "B" average preferred for high school course work in English Composition, Algebra I and II, Geometry, Chemistry, and Biology; **B.S.N. Completion** 1) Admission to the University (see Undergraduate Admission and Application Procedure section in this Bulletin); 2) Graduate of either a NLN 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;	1) Admission to the University (see Undergraduate Admission and Application Procedure section in this Bulletin); 2) Cumulative high school grade point average of 2.5 (4.0 scale); 3) Rank in upper third of high school class; 4) ACT score of 21 or higher; 5) High school course work required in Chemistry and Biology; 6) "B" average preferred for high school course work in English Composition, Algebra I and II, Geometry, Chemistry, and Biology; **Students with 24 or more college credit hours:** 1) Admission to the University (see Undergraduate Admission and Application Procedure section in this Bulletin); 2) Minimum cumulative grade point average of 2.5 (4.0 scale).	

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

(Do Not Write in This Space)

ROUTING: Initials/ Date
Academic Affairs LMM 3/4/98
Graduate School (if applicable) /
Senate C&I /
Senate /
Academic Affairs /

Department — Signed: Department Chair — Date

Nursing — Signed: Dean — 3/3/98 Date

School or College

Bachelor of Science in Nursing Degree
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 Chemistry

Page number(s) 427-429 and year 1997-98 of most recent ***Bulletin*** listing.

Current ***Bulletin*** listing:	Proposed ***Bulletin*** listing:	Rationale:
6) Validation of basic nursing knowledge (total of 30 credits granted). * Cumulative GPA of 3.0 required of individuals seeking accelerated access to MSN option. **Acceptance into the B.S.N. Program** Following the completion of the University's admission requirement, the Admissions Committee of the College of Nursing will review the application for acceptance into the program. 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.	***B.S.N. Completion*** 1) Admission to the University (see Undergraduate Admission and Application Procedure section in this Bulletin); 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; 6) Validation of basic nursing knowledge (total of 30 credits granted).** *Cumulative GPA of 3.0 required of individuals seeking accelerated access to MSN option. **Graduates of diploma nursing programs will be	

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

(Do Not Write in This Space)

ROUTING: Initials/ Date
Academic Affairs LMM 3/4/98
Graduate School (if applicable) /
Senate C&I /
Senate /
Academic Affairs /

Department _____ Signed: _____ Department Chair _____ Date

School or College Nursing Signed: _____ Dean 3/3/98 Date

Bachelor of Science in Nursing Degree
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

Page number(s) 427-429 and year 1997-98 of most recent ***Bulletin*** listing.

Current ***Bulletin*** listing:	Proposed ***Bulletin*** listing:	Rationale:
Credit by Transfer and Examination Credit may be granted for selected general studies. See Admission and Application Procedure section in this Bulletin for credit information. 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. **Degree Requirements** The Bachelor of Science in Nursing degree requires comprehensive course work in general education and nursing. A minimum of 125 credit hours is required for graduation from the basic undergraduate program option. **Satisfactory/Unsatisfactory** Undergraduate nursing majors may not take required related area general education or nursing courses on a	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. 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. **Credit by Transfer and Examination** Credit may be granted for selected general studies. See Admission and Application Procedure section in this Bulletin for credit information.	

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

(Do Not Write in This Space)

ROUTING: Initials/ Date
Academic Affairs LWM 3/4/98
Graduate School (if applicable) /
Senate C&I /
Senate /
Academic Affairs /

Department — Signed: Department Chair — Date

Nursing — Signed: Dean — 3/2/98
School or College — Date

Bachelor of Science in Nursing Degree
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 Chemistry

Page number(s) 427-429 and year 1997-98 of most recent ***Bulletin*** listing.

Current ***Bulletin*** listing:	Proposed ***Bulletin*** listing:	Rationale:
satisfactory/unsatisfactory basis. **General Education Requirements** All nursing majors must complete all general education requirements of the University as outlined in this Bulletin (see Undergraduate Studies, General Education Requirements). The College's required general education requirements are in keeping with those of the University. See a curriculum planning guide for specific courses and proper sequencing. Within the general education requirements, the following are related area requirements for the nursing major: **Basic Baccalaureate** **1) Natural science course work** **Biology 110**, Human Biology or equivalent **Biology 113**, Human Physiology and Anatomy I **Biology 114**, Human Physiology and Anatomy II **Biology 116**, General Microbiology	**Degree Requirements** 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 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. **Satisfactory/Unsatisfactory** Undergraduate nursing majors may not take required related area general education or nursing courses on a satisfactory/unsatisfactory basis.	Statement clarifies general time frames for programs of study.

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

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ROUTING: **Initials/ Date**
Academic Affairs MM 3/4/98
Graduate School (if applicable) ___/___
Senate C&I ___/___
Senate ___/___
Academic Affairs ___/___

_____	Signed: _____	_____
Department	Department Chair	Date
Nursing	Signed: [signature]	3/2/98
School or College	Dean	Date

Bachelor of Science in Nursing Degree
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 Chemistry

Page number(s) 427-429 and year 1997-98 of most recent ***Bulletin*** listing.

Current ***Bulletin*** listing:	Proposed ***Bulletin*** listing:	Rationale:
Chem 1, General Chemistry **2) Behavioral science course work** **Sociology 10**, Introduction to Sociology **Psych 3**, General Psychology **Psych 268**, Human Growth and Development **Econ 40**, Introduction to American Economy **Anthro/Advanced Sociology**, 3 semester hours of choice **3) Statistics selected from one of the following:** **BA 131**, Elementary Statistics **Math 31**, Elementary Statistical Methods **Nursing 373**, Quantitative Analysis in the Health Sciences **Psych 201**, Psychological Statistics **Sociology 220**, Sociological Statistics	**General Education Requirements** Nursing majors must complete all general education requirements of the University as outlined in this Bulletin (see Undergraduate Studies, General Education Requirements). 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. **1) Natural science course work:** **Biology 113**, Human Physiology and Anatomy I **Biology 114**, Human Physiology and Anatomy II **Biology 116**, General Microbiology **Chemistry for Health Professions (or equivalent)** **2) Behavioral science course work** **Sociology 10**, Introduction to Sociology **Psych 3**, General Psychology	Defines arts and science support work required for the major.

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

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ROUTING: **Initials/ Date**
Academic Affairs [illegible] 3/4/98
Graduate School (if applicable) ___/___
Senate C&I ___/___
Senate ___/___
Academic Affairs ___/___

Page 7 of 8

Department _____ Signed: _____ Department Chair _____ Date

Nursing
School or College

Signed: [signature] Dean 3/2/98 Date

Bachelor of Science in Nursing Degree
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 Chemistry

Page number(s) 427-429 and year 1997-98 of most recent ***Bulletin*** listing.

Current ***Bulletin*** listing:	Proposed ***Bulletin*** listing:	Rationale:
Demonstration of basic computer literacy **100**, Nursing as Human Caring ***101**, Application of the Human Caring Process ***102**, Human Caring Process for the Developing Family **105**, Professional Relationships; Communicating with Care **110**, Nutrition and Health Promotion **115**, Pathophysiology **120**, Introduction to Pharmacology ***230**, Human Caring in Illness: Threats to Survival Needs ***232**, Human Caring in Illness: Threats to Functional, Integrative and Growth-Seeking Needs	**Psych 268**, Human Growth and Development **Econ 40**, Introduction to American Economy **3) Humanities** **Philosophy course** **Nursing Course Work Requirements** **Basic Baccalaureate** **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	Courses are more reflective of the American Association of Colleges of Nursing's ***Essentials of Baccalaureate Nursing Education***. This document is the official benchmark used to define baccalaureate nursing curricula. New numbering system reflects nursing course placement.

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

(Do Not Write in This Space)

ROUTING: Initials/ Date
Academic Affairs LM 3/4/98
Graduate School (if applicable) /
Senate C&I /
Senate /
Academic Affairs /

Department — Signed: Department Chair — Date

Nursing — Signed: Dean — 3/3/98
School or College — Date

Bachelor of Science in Nursing Degree
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 Chemistry

Page number(s) 427-429 and year 1997-98 of most recent ***Bulletin*** listing.

Current ***Bulletin*** listing:	Proposed ***Bulletin*** listing:	Rationale:
***235**, Assessment of Clients in Health and Illness **240**, Ethics of Human Caring **326**, Nursing Research ***345**, Management of Clients with Complex Needs ***355**, Leadership in Health Care Delivery Systems **360**, Nursing Seminar **BSN Completion** The following courses are required nursing courses: ***200**, Dimensions of Professional Nursing Practice ***217**, Information Systems Utilized in Health Care ***220**, Health Assessment ***236**, Families and Communities **316**, Management and Leadership in Nursing **326**, Nursing Research ***340**, Synthesis in Nursing Practice **350**, Contemporary Nursing Practice *Includes a laboratory and/or clinical component	***215**, Nursing of Women & 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 **BSN Completion** ***200**, Dimensions of Professional Nursing ***217**, Information Systems Utilized in Health Care ***220**, Health Assessment ***236**, Families and Communities **306**, Nursing Research ***340**, Synthesis in Nursing Practice Nursing elective *Includes a laboratory and/or clinical component	

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

Page 1 of 1

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initials/date

ROUTING:
Academic Affairs LMM / 3/4/98
Graduate School (if applicable)
Senate C&I JMA / 4-9-98
Senate _____/_____
Academic Affairs _____/_____

Signed: _____
Department — Department Chair — Date

Optometry — Signed: Ralph P Ogin — 2/24/98
School or College — Dean — Date

Doctor of Optometry (O.D.)
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) 425 and year 96-97 of most recent Bulletin listing.

Current Bulletin Listing:	Proposed Bulletin Listing	Rationale:
Students must complete a minimum of five credit hours of approved elective courses during the course of their professional curriculum. Additionally fourth year students must complete three elective clinic courses during their fourth year.	Students must complete a minimum of three credit hours of approved elective courses during the course of their professional curriculum. Additionally fourth year students must complete four elective clinic courses during their fourth year.	The change from three to four elective clinic courses in the fourth year is to be consistent with the changes in fourth year courses from required to elective.

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

Page 1 of 1

(Do Not Write in This Space)
initials/date

ROUTING:
Academic Affairs _____/_____
Graduate School
(if applicable)
Senate C&I JMA/4-16-98
Senate _____/_____
Academic Affairs _____/_____

Signed: _____
Department — Department Chair — Date

Optometry Signed: _____
School or College — Dean — Date

Doctor of Optometry (O.D.)
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) 444 and year 97-98 of most recent Bulletin listing.

Current Bulletin Listing:	Proposed Bulletin Listing	Rationale:
First Year	First Year	To be consistent with course changes approved.
Winter Semester	Winter Semester	
513, Physical Optics and Photometry	513, Physical Optics and Photometry	
514, Clinical Optometry I	514, Clinical Optometry I	
515, Ocular Optics	515, Ocular Optics	
516, Physiological Optics Laboratory	516, Physiological Optics Laboratory	
517, Ocular Motility	517, Ocular Motility	
518, Anatomy and Physiology of the Eye	518, Anatomy and Physiology of the Eye	
519, Physical Optics and Photometry Lab	519, Physical Optics and Photometry Lab	
522, Systemic Disease		

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

Page 1 of 1

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initials/date

ROUTING:
Academic Affairs LMM/3/16/98
Graduate School (if applicable)
Senate C&I Jma/4-9-98
Senate _____/_____
Academic Affairs _____/_____

Signed: _____

Department | Department Chair | Date

Optometry | Signed: Ralph P Gyi | 2/24/98

School or College | Dean | Date

Doctor of Optometry (O.D.)
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) 425 and year 96-97 of most recent Bulletin listing.

Current Bulletin Listing:	Proposed Bulletin Listing	Rationale:
Second Year	**Second Year**	To be consistent with course changes approved
Fall Semester	**Fall Semester**	
520, Ophthalmic Optics	520, Ophthalmic Optics	
521, Clinical Optometry II	521, Clinical Optometry II	
524, Monocular Sensory Processes	522, Systemic Disease	
541, Practice Management II	524, Monocular Sensory Processes	
555, General Pharmacology	541, Practice Management II	
	555, General Pharmacology	
Winter Semester	**Winter Semester**	
530, Ophthalmic Dispensing	530, Ophthalmic Dispensing	
531, Clinical Optometry III	531, Clinical Optometry III	
532, Binocular Vision and Space Perception	532, Binocular Vision and Space Perception	
533, Ocular Disease I	533, Ocular Disease I	
535, Epidemiology	535, Epidemiology	
565, Ocular Pharmacology	565, Ocular Pharmacology	
	568, Clinical Medicine	

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

1.L.

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initials/date

ROUTING:
Academic Affairs Mmm / 3/6/98
Graduate School (if applicable)
Senate C&I Jmac 4-9-98
Senate _____/_____
Academic Affairs _____/_____

Signed: _____
Department — Department Chair — Date

Optometry — Signed: Ralph P Gaja — 2/24/98
School or College — Dean — Date

Doctor of Optometry (O.D.)
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) 425 and year 96-97 of most recent Bulletin listing.

Current Bulletin Listing:	Proposed Bulletin Listing	Rationale:
Second Year	Second Year	To be consistent with course changes approved.
Winter Semester	Winter Semester	
513, Physical Optics and Photometry	513, Physical Optics and Photometry	
514, Clinical Optometry I	514, Clinical Optometry I	
515, Ocular Optics	515, Ocular Optics	
516, Physiological Optics Laboratory	516, Physiological Optics Laboratory	
517, Ocular Motility	517, Ocular Motility	
518, Anatomy and Physiology of the Eye	518, Anatomy and Physiology of the Eye	
522, Systemic Disease		

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

1.C.

Page 1 of 1

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initials/date

ROUTING:
Academic Affairs Lmm / 3/6/98
Graduate School (if applicable)
Senate C&I Jma / 4-9-98
Senate _____/_____
Academic Affairs _____/_____

Signed:

Department | Department Chair | Date

Optometry | Signed: Ralph P Gajo | 2/24/98

School or College | Dean | Date

Doctor of Optometry (O.D.)
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) 425-6 and year 96-97 of most recent Bulletin listing.

Current Bulletin Listing:

Fourth Year

Required Courses
573, UM-St. Louis Pediatric/Binocular Vision Patient Care
574, UM-St. Louis Contact Lens Patient Care
575, UM-St. Louis Co-Management Patient Care
583, Practice Management IV
593, Clinic Seminar
572, East St. Louis Center Patient Care
and/or
576, Optometric Center Patient Care
577, Optometric Center Low Vision Patient Care
585, External Rotation in Ocular Disease Patient Care
or
586, External Rotation in Institutional Patient Care

Elective Courses
570, External Rotation in General Patient Care
571, Community Service Rotation in Patient Care
578, External Rotation in Contact Lens Patient Care
579, External Rotation in Pediatric/Binocular Vision Patient Care
585, External Rotation in Ocular Disease Patient Care
586, External Rotation in Institutional Patient Care
592, External Rotation in Low Vision Patient Care

Note: 585 and 586 cannot be taken twice.

Proposed Bulletin Listing

Fourth Year

Required Courses
573, UM-St. Louis Pediatric/Binocular Vision Patient Care
574, UM-St. Louis Contact Lens Patient Care
575, UM-St. Louis Co-Management Patient Care
583, Practice Management IV
593. Clinic Seminar
585, External Rotation in Ocular Disease Patient Care
or
586, External Rotation in Institutional Patient Care

Elective Courses
570, External Rotation in General Patient Care
571, Community Service Rotation in Patient Care
572, East St. Louis Center Patient Care
and/or
576, Optometric Center Patient Care
577, Optometric Center Low Vision Patient Care
578, External Rotation in Contact Lens Patient Care
579, External Rotation in Pediatric/Binocular Vision Patient Care
585, External Rotation in Ocular Disease Patient Care
586, External Rotation in Institutional Patient Care
592, External Rotation in Low Vision Patient Care

Note: 585 and 586 cannot be taken twice.

Rationale:

572, 576, 577 are no longer required for students. There is not sufficient capacity for all students to rotate through in their fourth year.

SENATE PROPOSAL FORM (check one)

(x) CHANGE IN DEGREE REQUIREMENTS
( ) CHANGE IN MINOR
( ) CHANGE IN CERTIFICATE PROGRAM
( ) CHANGE IN EMPHASIS AREA NAME

1.C.

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ROUTING:	Initials	Date
Academic Affairs	[illegible]	3/6/98
Graduate School (If applicable)		
Senate C & I	[illegible]	4-9-98
Senate		
Academic Affairs		

FROM: School of Business Administration (Department) Signed: _____ (Department Chair) _____ (Date)

School of Business Administration (School or College) Signed: David R. Gray (Dean) 12/19/97 (Date)

Title: ***REQUIREMENTS FOR MULTIPLE DEGREES***

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

Page number(s) 333-334 and year 1997-98 of most recent Bulletin listing.

CURRENT BULLETIN LISTING:

PROPOSED BULLETIN LISTING:

Requirements For Multiple Degrees
Students may earn two or more undergraduate degrees in the School of Business Administration (BSBA, BSA and/or BSMIS) by completing all of the requirements for each degree. In addition, each degree requires a minimum of 15 credit hours unique to that degree -- at least 15 credit hours cannot have been used for another degree within the School of Business. For example, students seeking two undergraduate degrees in Business will have to complete a minimum of 135 semester hours of college coursework.

RATIONALE:

With this change students may not earn a second degree without a minimum of 15 hours of additional coursework.

SENATE PROPOSAL FORM FOR (check one):

(x) CHANGE IN DEGREE REQUIREMENTS
( ) CHANGE IN MINOR
( ) CHANGE IN CERTIFICATE PROGRAM

T.L.

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ROUTING:	Initials	Date
Academic Affairs	imm	4-10-98
Graduate School (If applicable)		13 IV 98
Senate C & I		4-16-98
Senate		
Academic Affairs		

FROM: School of Business Administration
Department

Signed: _____ Department Chair _____ Date

FROM: School of Business Administration
School or College

Signed: Dawn R. Gary Dean 4-24-98 Date

Title: Revision to MBA degree requirements

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, GMAT scores, work and leadership experience, a personal narrative on the application form, and recommendations.	**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.	editorial change
Applicants are required to take the Graduate Management Admissions Test (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	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	editorial change

directly to the Graduate Management Admissions Test, Educational Testing Service, CN6103, Princeton, New Jersey 08541. Information concerning the GMAT may also be obtained from the admission advisers or the Office of Graduate Studies in Business.

Master of Business Administration Program (MBA)
The MBA program is fully accredited by the American Assembly of Collegiate Schools of Business, the authorized professional accrediting body in collegiate business education, and is designed to prepare students for administrative positions. It also provides an appropriate foundation for students contemplating doctoral work and eventual careers in college teaching or in research. The program is designed for students who have bachelor's degrees from accredited institutions, including those with undergraduate backgrounds in the sciences, engineering, humanities, or arts. Students with undergraduate degrees in business administration or economics may pursue modified degree programs.

Graduate Management Admissions Test, Educational Testing Service, CN6103, Princeton, New Jersey 08541. Information concerning the GMAT may also be obtained from the admission advisers or the Office of Graduate Studies in Business.

Master of Business Administration Program (MBA)
The MBA is available in two formats: the evening MBA program and the Internet-Based MBA program. Both are fully accredited by **AACSB**--The International Association for Managment Education (formerly the AACSB--The American Assembly of Collegiate Schools of Business), the authorized professional accrediting body in collegiate business education. The MBA programs are designed to prepare students for administrative positions. They also provide an appropriate foundation for students contemplating doctoral work and eventual careers in college teaching or in research. The programs are designed for students who have bachelor's degrees from accredited institutions, including those with undergraduate backgrounds in the sciences, engineering, humanities, or arts.

The wording was changed to reflect that there are now two versions of the MBA program; also a legal name change for AACSB.

The Evening MBA Program
A 54-hour or two-year program, the MBA curriculum provides training in the fundamental areas of administration. The core program is designed to generate a working knowledge of the concepts and interrelationships of four broad categories fundamental to management training:

A title was added to help differentiate between the two versions of the MBA program.
no change

The external environment confronting business organizations and management's response to interactive legal, economic, social, and political issues.

The internal operation of various business organizations and management's role in channeling human behavior to satisfy both personal and organizational goals.

Basic concepts, terminology, and interaction of the accounting, marketing, finance, information technology and operations management disciplines.

Quantitative management decision-making models put to use in the context of current management information systems.

The total degree program is integrated by a course in strategy formulation and implementation in the student's last semester. There is no thesis requirement; however, students interested in undertaking an individual research project may earn elective credit by enrolling in a supervised independent study course.

MBA Program Degree Requirements

Degree Requirements

A title change to indicate that the requirements are for this version of the program.

Depending on the student's previous background, programs will range from 39 to 54 hours. Course work must be completed within a six-year period. At least 30 hours of coursework must be taken while enrolled as an MBA candidate at UM-St. Louis.

no change

Candidates must take at least **one** course at either the core level or from the business breadth requirements list in each of the following six areas: accounting, finance, management, marketing, information systems, and management science. Also, no more than 15 credit hours may be taken in any one of the six areas.

Students are also required to have completed the equivalent of Econ 301, Quantitative Methods and Modeling in Economics, Business, and the Social Sciences, by the end of their first 15 hours in the program.

Required Courses
The following courses or their equivalents are required of all degree candidates.

General Requirements
Economics 301, Quantitative Methods and Modeling in Economics, Business, and the Social Sciences
(Economics 301 is offered by way of Dean's approval; official approval is pending passage by the College of Arts and Sciences and by the Senate Committee for Curriculum and Instruction)

Business Administration 405, Managerial Communication
Business Administration 408,Economics for Managers
Business Administration 412, Law, Ethics, and Business
Management Science and Information Systems 481, Statistical Analysis for Management Decisions
Business Administration 490, Strategy Formulation and Implementation

Core Requirements
Accounting 440, Financial and Managerial Accounting
Finance 450, Financial Management
Management 460, Organizational Behavior and Administrative Processes
Marketing 470, Contemporary Marketing Concepts
Management Science and Information Systems 480, Management Information Systems
Management Science and Information Systems 483, Production and Operations Management

Business Breadth Requirements
A student must take a second-level course in three of the following areas:

Accounting: Accounting 442, Accounting for Decision Makers
Finance: Any approved 400-level course beyond Finance 450
Management: Any approved 400-level course beyond Management 460
Marketing: Any approved 400-level course beyond Marketing 470
Information Systems: Any approved 400-level course beyond Management Science and Information Systems 480
Management Science: Any approved 400-level course beyond Management Science and Information Systems 483

Electives
The student must take a minimum of nine hours of elective courses. A maximum of six hours of electives may be taken at the 300 level. Nine elective hours may be taken outside the School of Business Administration if the student has approval in advance from a graduate adviser for the specific courses desired.

Previous Education
Students may waive certain courses from the general and core requirements. Waiver depends on the applicability of prior coursework and the student's performance in these courses. Regardless of the number of courses waived, all students must take at least 39 hours to earn the degree.

Previous Education
Based on a formal review and evaluation by the Office of Graduate Studies in Business, students may be granted waivers of certain courses from the general and core requirements. Waivers depend on the applicability of prior coursework and the student's performance in these courses. Regardless of the number of courses waived, all students must take at least 39 hours to earn the degree.

editorial change

Internet-Based MBA Program
An Internet-based version of the MBA program exists as an alternative to the traditional part-time evening program. The

This section added to explain the new version of the program.

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.

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

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
MS/IS 425, Advanced MIS Applications

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.

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.

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 Acc441 - 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

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

(*May be waived with appropriate undergraduate courses)

(*Waiver may be granted with appropriate undergraduate courses)

editoral change

Taxation Emphasis

Students desiring an emphasis in taxation must complete AC431 - Tax Research, AC439 - Seminar in Taxation, and 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

SENATE PROPOSAL FORM (check one)

( ) CHANGE IN DEGREE REQUIREMENTS
(x) CHANGE IN MINOR
( ) CHANGE IN CERTIFICATE PROGRAM
( ) CHANGE IN EMPHASIS AREA NAME

(Do not write in this space)		
ROUTING:	Initials	Date
Academic Affairs		3/6/98
Graduate School (If applicable)		
Senate C & I		4-9-98
Senate		
Academic Affairs		

FROM: School of Business Administration (Department) Signed: _____ (Department Chair) _____ (Date)

School of Business Administration (School or College) Signed: David R. Kamerschen (Dean) 12/19/97 (Date)

Title: *ADDITION OF MINORS IN BUSINESS ADMINISTRATION*

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

Page number(s) 335 and year 1997-98 of most recent Bulletin listing.

CURRENT BULLETIN LISTING:

Minor in Business Administration
The School also offers a minor in business administration for students pursuing other degree programs.

In order to obtain an academic minor in business administration, a student must satisfy the following requirements:

Pre-Business General Education Requirements
A student must complete the following economics courses:
Econ 51, Principles of Microeconomics
Econ 52, Principles of Macroeconomics

Statistics Requirement
A student must take one of the following statistics courses:

Math 105, Basic Probability and Statistics (Prerequisite: Math 30)
Econ 265, Economic Statistics (Prerequisites: Econ 51 and 52 and Math 30)
Math 232, Applied Statistics II (Prerequisites: Stat 31 or 132 or equivalent)

PROPOSED BULLETIN LISTING:

Minors in Business Administration
Students earning a degree outside the School of Business may earn any of the minors listed below. Students earning a BSBA degree may, in addition to their emphasis (es) area(s), also earn a minor in accounting or MIS; students earning a BS degree in accounting or MIS may earn a minor in any field outside their major, but not in general business.

Students earning a degree outside the School of Business may, for some courses, satisfy course prerequisite requirements using courses other than those listed in the course descriptions. Students should check with the individual areas regarding alternative prerequisites. These alternative prerequisites apply only to students not earning degrees within the School of Business.

Minor in General Business
This minor is available only to students not seeking the BSBA, BSA or BSMIS degrees.

Students must successfully complete five of the following courses:

RATIONALE:

Many students both within and outside the School of Business would like to take coursework in business and receive some official designation on their record for doing so. The current minor in Business ~~(above)~~ is too long and too inflexible to appeal to many students (few students complete the existing minor in Business). All proposed minors are 15 credit hours. Creating minors in general business, as well as minors in each discipline, will (1) satisfy a potential demand for such programs, and (2) make UMSL more attractive to students seeking degrees outside of business. There are several minors that would be especially attractive to some nonbusiness majors; examples include computer science and MIS, criminal justice and accounting, sciences and general business, economics and finance, psychology and management, communication and marketing, and math or engineering and LOM to cite a few.

CURRENT BULLETIN LISTING:

Psych 201, Psychological Statistics (Prerequisites: Psych 3 and Math 30, or equivalents)

Business Course Requirements
A student must complete a minimum of 24 hours in business. The following six business administration courses must be taken:

BA 103, Computers and Information Systems
BA 140, Fundamentals of Financial Accounting (Prerequisites: 27 credit hours and Math 30)
BA 145, Managerial Accounting (Prerequisites: BA 140 and Math 30)
BA 204, Financial Management (Prerequisites: BA 140, Econ 52, Statistics Requirement and a 2.0 campus GPA)
BA 206, Basic Marketing (Prerequisites: Econ 51, junior standing, and a 2.0 campus GPA)
BA 210, Management and Organizational Behavior (Prerequisites: Junior standing and a 2.0 campus GPA)

and any two additional business courses (core or elective) other than those listed under Statistics and Business Course Requirements.

In addition to completing the above courses, the following requirements for a minor in business administration must also be met:

1) A student must not take more than 30 hours of business courses within the 120 required for the degree program.

2) A student must earn an average of 2.0 or better and earn a C- or better in all business courses taken.

3) No course taken on a satisfactory/unsatisfactory basis may be applied toward fulfilling the minor requirements.

4) At least 12 credits of the business course requirements must be taken in residence at UM-St. Louis.

PROPOSED BULLETIN LISTING:

BA 103 Computers and Information Systems
BA 140 Fundamentals of Financial Accounting
BA 156 Legal Environment of Business
BA 204 Financial Management
BA 206 Basic Marketing
BA 210 Management and Organizational Behavior
BA 252 Introduction to Operations Management

See additional requirements for minors, below.

Minor in Accounting
This minor is available to all but BSA students.

Students must successfully complete:

BA 140 Fundamentals of Financial Accounting
BA 145 Managerial Accounting

and three of the following courses:

BA 340A Financial Accounting and Reporting I
BA 340B Financial Accounting and Reporting II
BA 341 Financial Accounting and Reporting III
BA 342 Financial Accounting and Reporting IV
BA 343 Accounting for Governmental and Nonprofit Entities
BA 344 Computer Applications in Accounting
BA 345 Cost Accounting
BA 347 Income Taxes
BA 348 Auditing
BA 349 Business Income Taxation
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.

Minor in Finance
This minor is available to all but BSBA students.

Students must successfully complete:
BA 204 Financial Management

and four of the following courses:

BA 207 Practicum in Investments
BA 327 Practicum in Finance
BA 328 Estate Planning and Trust
BA 332 Principles of Insurance
BA 333 Life Insurance
BA 334 Investments
BA 335 Financial Risk Management

RATIONALE:

BA 336 Treasury Management
BA 337 Principles of Real Estate
BA 338 Practices of Personal Financial Planning
BA 339 Retirement Planning and Employee Benefits
BA 350 Financial Policies
BA 351 Computer Applications in Finance
BA 355 Financial Services Industry and Instruments
BA 356 Commercial Bank Management
BA 380 International Finance
BA 295/395 Business Administration Problems/Seminars
BAA 296 Independent Study

BA 295, 296 & 395 are restricted to those courses offered and approved by the area faculty.

Minor in Logistics and Operations Management
This minor is available to all but BSBA students.

Students must successfully complete
BA 252 Introduction to Operations Management

and four of the following courses:

BA 306 Decision Support Systems
BA 308 A,B,C, or D Production and Operations Management
BA 329 Business Forecasting
BA 330 Quality Assurance in Business
BA 375 Operations Research
BA 385 Operations Research II
BA 295/395 Business Administration Problems/Seminars
BA 296 Independent Study
CS 125 Introduction to Computer Science*
BA 224 Managerial Applications of Object-Oriented Programming I*
BA 307 End-User Computing for Business Applications*

BA 295, 296 & 395 are restricted to those courses offered and approved by the area faculty.

* No more than one of these programming courses may be counted toward the minor.

Minor in Management and Organizational Behavior
This minor is available to all but BSBA students.

Students must successfully complete:
BA 210 Management and Organizational Behavior
BA 311 Advanced Management and Organizational Behavior

and three of the following courses

CURRENT BULLETIN LISTING: **PROPOSED BULLETIN LISTING:** **RATIONALE:**

BA 309 Human Resources Management
BA 312 Industrial and Labor Relations
BA 317 International Management
BA 318 Industrial and Organizational Psychology (Cross-listed as Psych 318)
BA 319 Employee Training and Development
BA 392 Entrepreneurship
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.

Minor in Management Information Systems
This minor is available to all but BSMIS students.

Students must successfully complete:
BA 103 Computers and Information Systems

and one of the following programming courses:

BA 109 COBOL Programming
BA 224 Managerial Applications of Object-Oriented Programming I

and three of the following elective courses (at least one of the three courses must be BA 212, BA 215, or a 300-level course):

BA 109 COBOL Programming*
BA 209 File Management
BA 224 Managerial Applications of Object-Oriented Programming I*
BA 225 Managerial Applications of Object-Oriented Programming II
BA 212 Database Management Systems
BA 215 Information Systems Analysis
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 310 Information Systems Design
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.

* May be used if it was not used to satisfy the preceding programming course requirement

Minor in Marketing
This minor is available to all but BSBA students.

CURRENT BULLETIN LISTING:

PROPOSED BULLETIN LISTING:

RATIONALE:

Students must successfully complete:
BA 206 Basic Marketing

and four of the following courses:

BA 270 Management of Promotion
BA 275 Marketing Research
BA 301 Consumer Behavior
BA 302 Quantitative Marketing Methods
BA 303 Business-to-Business marketing
BA 315 Marketing Management
BA 316 International Marketing
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.

Additional Requirements for Minors
In addition to completing the above courses, the following requirements for minors in the School of Business Administration must be met:

1) A student earning a minor in General Business may not take more than 30 hours of business courses within the 120 required for a degree.

2) A student must earn a grade point average of 2.0 or better, and must earn a C- or better, in all courses included in the minor.
3) No course taken on a satisfactory/unsatisfactory basis may be applied toward fulfilling the minor requirements.

4) At least 9 credit hours of the courses required for a minor must be taken in residence at UM-St. Louis.

5) A minor is not conferred without completion of a UM-St. Louis baccalaureate degree.

6) Minors may be completed for up to two years following conferral of the baccalaureate degree. All work towards a minor following conferral of the baccalaureate must be completed in residence at UM-St. Louis.

SENATE PROPOSAL FORM (check one)

( ) CHANGE IN DEGREE REQUIREMENTS
( ) CHANGE IN MINOR
( ) CHANGE IN CERTIFICATE PROGRAM
(X) CHANGE IN EMPHASIS AREA NAME

(Do not write in this space)		
ROUTING:	Initials	Date
Academic Affairs	LMM	3/6/98
Graduate School (If applicable)		
Senate C & I	gma	4-9-98
Senate		
Academic Affairs		

FROM: School of Business Administration (Department) Signed: James Campbell/D.R.G. (Department Chair) 12/5/97 (Date)

School of Business Administration (School or College) Signed: D.R. Dung (Dean) 12/19/97 (Date)

Title: ***BACHELOR OF SCIENCE IN MANAGEMENT INFORMATION SYSTEMS***
REVISION IN NAME OF MANAGEMENT SCIENCE INFORMATION SYSTEMS EMPHASIS AREA

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

Page number(s) 333-334 and year 1997-98 of most recent Bulletin listing.

CURRENT BULLETIN LISTING:	PROPOSED BULLETIN LISTING:	RATIONALE:
BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION	BACHELOR OF SCIENCE IN MANAGEMENT INFORMATION SYSTEMS	see attached
MANAGEMENT INFORMATION SYSTEMS		

Rationale for the BS in MIS Degree

The School of Business Administration is a recognized degree-granting unit within the University of Missouri-St. Louis. The Management Information Systems (MIS) area is an integral part of the School of Business Administration through which the BSBA with an MIS emphasis is granted. The Area also is responsible for the Master of Science in Management Information Systems degree, which is offered through the Graduate School of the University of Missouri-St. Louis.

Management Information Systems (MIS) is one of the most rapidly evolving and expanding areas of academic study. The rise of the discipline has paralleled rapid growth in development and use of information technology in both the public and private sectors. The role of MIS has evolved from back office operations to an essential part of every organization. Information systems are complex systems that require both technical and organizational expertise for effective design, development and management. Recent advances in telecommunications and its derivatives, such as the Internet, World Wide Web, and electronic commerce, have further expanded the frontiers of management information systems and their role in interorganizational relations. The rate of change and addition of new areas of knowledge will continue to grow rapidly in the MIS area.

Demand in the market place for graduates with MIS training is booming. Statistics from the U.S. Department of Labor and Department of Commerce show demand for skilled MIS professionals to be far in excess of supply, both nationally and in the St. Louis region. Furthermore, projections indicate that demand for MIS and information technology professionals will remain at a high level for the foreseeable future. The MIS area at the University of Missouri-St. Louis has been a pioneer in the state of Missouri in offering and evolving MIS programs to meet demand for specialized and advanced technical skills sought by employers. Its graduates are well respected in the professional community. Graduation statistics from August 1992 through May 1997 for the BSBA degree granted with an emphasis in MIS are as follows:

BSBA with an Emphasis in MIS					
	1992-93	1993-94	1994-95	1995-96	1996-97
Number of graduates	42	35	29	34	29
Total graduates, BSBA with Emphasis in MIS (August 1992 - May 1997) = 169					

The MIS Board of Visitors, a voluntary advisory board of leading MIS professionals in the St. Louis metropolitan region, has applauded the quality of the program, the integration of the curriculum and the recent steps to increase enrollments. Demand for MIS at the Univeristy of Missouri-St. Louis has increased dramatically recently, with Fall 1997 enrollments showing an increase of 27% compared with Fall 1996 and an increase of over 40% compared with Fall 1994. We anticipate increased graduation rates in the next several years.

Conversion of the existing MIS degree option (a BSBA with an Emphasis in MIS) into a separate BS in MIS degree will make the MIS degree, the School of Business Administration and the University more visible to prospective students and to employers. Because the current MIS degree option is not an independent degree program (it is part of the BSBA) the MIS program at the University of Missouri-St. Louis is generally not listed in inventories and databases of degree programs. The change to an independent degree program would cause the degree to be listed in official University documents and in degree databases made available to high schools, community colleges, employers, etc. The MIS Board of Visitors has recommended that we take this action, especially to attract new students to the program and better serve the expanding demand in the St. Louis region for MIS professionals. This change to an independent degree would also give the program greater prominence and place it on the same level as at other area universities that have independent degree programs.

The University of Missouri-St. Louis is accredited by the North Central Association. The American Assembly of Collegiate Schools of Business (AACSB) has accredited the School of Business Administration since 1969. Since its inception, the School of Business Administration has operated as a non-departmentalized academic unit of the University of Missouri-St. Louis. The Dean and Area support the idea of a separate undergraduate MIS degree. This can be accomplished without a new department and without a change in the existing degree requirements. Resource needs will not be affected by the change from an Emphasis area in MIS in the BSBA degree to a BS in MIS degree. The proposed change is not retroactive, but rather would be effective for students completing degree requirements upon approval by CBHE.

SENATE PROPOSAL FORM FOR (check one): ( ) NEW DEGREE PROGRAM
( ) NEW MINOR
(XX) NEW CERTIFICATE PROGRAM
(See Instructions on Reverse)

OCT 29 1997

(Do Not Write in this Space)
initials/date

ROUTING:
Academic Affairs LMM 2/3/98
Graduate School (if applicable) /
Senate C&I Jma 4-16-98
Senate /
Academic Affairs /
(effective date:)

Interdisciplinary
Department

Signed: Martin Daly-/Jr 12-11-97
Department Chair Date

College of Arts & Sciences
School or College

Signed:
Dean Date

Labor Studies Certificate Program
Title of Degree/Minor/Certificate Program

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

Political Science, History, Economics

Rationale for proposed new degree/minor/certificate:

The 18-credit hour certificate in labor studies represents an attractive academic goal of four distinct groups of potential students. Some union activitists will see completion of the certificate as a goal without an intent to pursue further formal education beyond the specific labor studies courses. Others will seek to complete either an associate or bachelor degree and will use the certificate as a starting point for additional education. Many students pursuing degrees in other academic disciplines will see the certificate as an important complement to their objectives.

Program description for Bulletin:

The course curriculum for the 18 credit hour labor studies certificate will consist of six credit courses offered over a two-year period on the UM video network. Each of the three participating campuses is committed to providing two courses per year or the equivalent thereof on the interactive video network. The curriculum will be drawn from the academic strengths of each campus. It is recognized that on some courses, multi-campus team instruction might serve as the optimal approach for course enrichment. The lower-level course to be completed for this certificate program is Overview of Labor Issues, and the five upper-level courses are Labor Law; U.S. Labor History; Collective Bargaining; Labor Power, Policy and Global Political Economy; and Union Leadership and Administration.

Rules and Bylaws Committee Report,

Contents:

#. Background
#. Rules and Bylaws Committee Survey
#. Faculty Council Survey
#. Draft Bylaw Amendment
#. Final Comments

Last Fall, Bylaws and Rules Committee received a report from the Chair of the Faculty Council which stated that the Steering Committee of the Faculty Council had voted unanimously in favor of a recommendation to change the Senate bylaws to open the chairmanship of the Budget and Planning committee to any voting member of the committee and making the Chancellor an ex-officio, non-voting member of the committee. This would make the operation of the committee the same as that of almost all other Senate committees (the single exception appears to be the Committee on Committees on which the Vice Chancellor for Academic Affairs is a voting member, though not automatic Chair). The Faculty Council Chair has requested that the Rules and Bylaws Committee submit such a proposal to the Senate.

Before doing s, the Rules and Bylaws Committee sought further information about the proposal in two ways:

#. By surveying the opinions of current members and past members of the Budget and Planning Committee;
#. By requesting the Faculty Council to obtain a broader representation of faculty sentiments, encouraging a discussion of this issue within academic departments.

The Senate Rules and Bylaws Committee did a survey included current members of the Budget and Planning Committee and past members from the last seven years. The survey was conceived as a way of gathering opinions rather than as a straw poll. The detailed comments received were passed on to members of the Rules and Bylaws Committee. The main arguments received were as follows:

PRO:

The organization of the Budget and Planning Committee, unique among Senate committees, has been an impediment to serious exchange among the administration, the faculty and other members of the campus community about the future of the campus.

CON:

It seems sensible to structure this committee differently than other campus committees with the campus CEO as chair. With someone other than the Chancellor as chair, the Chancellor would neither participate on the committee, nor provide information.

Excerpts from the comments are given below, grouped into **PRO** and **CON** arguments:

PRO:

...It would be valuable for faculty to have a forum wherein they set an agenda reflecting faculty concerns, proposals, and solutions to problems....A chancellor is always free to establish advisory committees that could provide him or her with input and feedback.

I support the proposed bylaw change. I would hope that this change would result in an agenda for the Committee that better reflects the concerns of the faculty and students and would increase the likelihood that relevant data are provided to the Committtee on a timely basis.

The Budget and Planning Committee should be where administration and faculty can exchange opinions and information about the future course of the campus. After a dozen years' service on the committee under three different chancellors, I can say that such exchanges are unfortunately rare. I believe the proposed bylaw change would go a long way toward remediating this.

I would strongly support amending the Senate Bylaws to remove the Chancellor as the Chair of the Budget and Planning committee. This change would stimulate considerable faculty interests in the affairs of the perhaps the most important committee on campus.

Some change is necessary in the operation of the Senate budget and Planning Committee, certainly some change that will allow it to play a more active role in campus budgeting and planning, to be more representative of the campus's primary academic mission. At present, it is not performing these functions. If taking the committee's direction out of the Chancellor's control would achieve that goal, I support that change. However, at the same time, I believe the success of the committee depends on a toally open, fully informed, and collaborative relationship between the committee's chair and the Chancellor.

CON

One of the main duties of the chancellor is responsibility for the budget. It seems appropriate that he/she would chair the committee and that their participation would enhance the process.

I could not support the adoption of such a proposal by the University Senate. The Chancellor is the chief executive of our campus. Would most major corporations hamstring their chief executives by taking away all leadership and decision-making authority regarding fiscal matters, which in the long run is the ultimate responsibility of these very individuals as chief executive officers? The answer to the question seems obvious.

Not all Senate Committees have to be structured the same way. The Senate Budget and Plaqnning Committee has a unique role in providing advice to the Chancellor regarding budget and planning issues. The best way to have the involvement of the Chancellor is for her to chair the committee. Also, it helps to know her schedule when setting meeting dates. Improvements have been made this year in the functioning of the committee by sending agendas, handouts, and minutes out in advance of the meetings.

The current language allows the Chancellor to chair the committee. Although this can be a burden on the Chancellor, at least I know a person who has the University's best interest at heart is chairing probably the most important committee. The Chancellor is directly involved with political and economic events effecting the campus, and is therefore most qualified to chair the committee.

[As] I see the committee, it is to offer advice to the person with line responsibility for the budget. It seems logical that the person with ultimate fiscal responsibility should chair the committee and be responsible for the agenda

The proposed removal of the Chancellor as chair of the Committee would effectively kill the Committee. ...Since a Chancellor chairing the Committee is much more likely to attend meetings than one who does not, I suspect that making the Chancellor a non-voting member of the Committee would have the effect of removing her from discussion with the Committee and, consequently, render the Committee totally impotent.

The Faculty Council gathered opinions from a larger faculty contingent as part of its annual faculty survey. The relevant results as reported by the Council Chair, Herm Smith, at the March 24, 1998, Senate meeting are as follows:

...The tabulations of this new special survey of all FTE faculty indicate that ... 76% of the faculty respondents said that they are in favor of a Senate Budget and Planning Committee in which the Chancellor is an ex-officio, non-voting member and the chairmanship and makeup of this committee are strictly in the hands of faculty like all other Senate committees. There were only 26 faculty members who voted against this proposal showing them to carry a very small albeit vocal minority opinion.

The language necessary to change the Bylaws according to the Faculty Council proposal is as follows:

Current language, section C.4:

> ...As its first order to (sic) business, each committee shall elect a chairperson, who must be a voting member of the Senate. (The Budget and Planning Committee is chaired by the Chancellor.)...

Revised language, section C.4:

> ...As its first order ~~to~~ **of** business, each committee shall elect a chairperson, who must be a voting member of the Senate. ~~(The Budget and Planning Committee is chaired by the Chancellor.)~~...

Current language, section C.4.l:

> Budget and Planning Committee--The voting members of the committee shall consist of the Chancellor, who shall serve as Chairperson; one faculty member from each division of the College, one from each professional school and one from each parallel unit which may be created from time to time, all elected by the Senate for staggered three-year terms; the Senate Chairperson; the Presiding Officer of the Faculty Council; the President of the Staff Association; and two students elected by the Senate. Ex officio, non-voting members shall include the vice chancellors for Academic Affairs; Managerial and Technological Services; Administrative Services; University Relations; and Student Affairs.

Revised language, section C.4.l:

> Budget and Planning Committee--The voting members of the committee shall consist of ~~the Chancellor, who shall serve as Chairperson;~~ one faculty member from each division of the College, one from each professional school and one from each parallel unit which may be created from time to time, all elected by the Senate for staggered three-year terms; the Senate Chairperson; the Presiding Officer of the Faculty Council; the President of the Staff Association; and two students elected by the Senate. Ex officio, non-voting members shall include the **the Chancellor,** vice chancellors for Academic Affairs; Managerial and Technological Services; Administrative Services; University Relations; and Student Affairs.

If the Chancellor were to be retained on the Senate Executive Committee, C.4.b would have to be changed as well.

Current language, section C.4.b:

> Executive Committee--The Executive Committee shall consist of the Senate Chairperson, who shall serve as Chairperson of (sic) Executive Committee, the Secretary of the Senate, the presiding officer of the Faculty Council, the President of the Student Body, the Chairperson of each standing committee of the Senate and as non-voting members, an Intercampus Faculty Council member and the Chairperson of the Athletic Committee.

Revised language, section C.4.b:

> Executive Committee--The Executive Committee shall consist of the Senate Chairperson, who shall serve as Chairperson of **the** Executive Committee, the Secretary of the Senate, the presiding officer of the Faculty Council, the President of the Student Body, the Chairperson of each standing committee of the Senate**, the Chancellor**, and as non-voting members, an Intercampus Faculty Council member and the Chairperson of the Athletic Committee.

Unfortunately, assembling the desired information carried has carried us almost to the end of the academic year and the Rules and Bylaws Committee has been unable to assemble a quorum to vote on a final recommendation. But even in absence of a definitive recommendation, we felt it desirable to bring these results to the attention of the Senate.

APRIL 1998 MINUTES
2ND ORGANIZATIONAL MEETING
FOR THE 1998-1999 SENATE

Minutes were not found in the files.

This was during the period of time when Joan Arban left the Senate.

(approved by Senate Executive Committee)

SENATE MINUTES
UM-ST. LOUIS
April 28, 1998
3:15 p.m. 222 J. C. Penney

The meeting was called to order at 3:15 p.m. Minutes from the previous meeting (held March 24, 1998) were approved as submitted.

Report from the Chancellor -- Chancellor Blanche Touhill

The Chancellor announced that at its April 16 meeting, the Coordinating Board for Higher Education (CBHE) approved our proposed Ph.D. in Education as well as a new articulation agreement with the community colleges. The articulation agreement lifts the cap on the number of lower division credits that can be transferred, provides for appeals to be filed by home institutions as well as by students concerning the number of credits accepted by the receiving institution, and contains a new statement of "Principles of Good Practice for Transfer and Articulation." The CBHE Transfer and Articulation Committee is about to appoint a General Education Steering Committee that will be charged with reviewing general education requirements. The review is expected to concentrate on the general education requirements the articulation agreement prescribes for transfer students.

Turning to other matters, Chancellor Touhill reported that the Registrar's Office recently has completed two computer-based applications which will allow faculty to access class lists.

More than 500 people attended a lecture in the J. C. Penney Building presented by one of the lead archaeologists on the Titanic exploration team. The lecture coincided with the 86th anniversary of the sinking of the luxury liner.

The Career Experience and Employment Program had a very successful year, placing 700 students in degree-related positions at 250 employers.

Last week, the University began airing a 30-second television commercial as one component of a marketing strategy to increase fall enrollment. The spot will air more than 600 times between now and August 23. The overall campaign will include print and radio advertisements with the theme: "Your connection to a bright future."

Report from the Intercampus Faculty Council -- Dr. Silvia Madeo

(see attached)

Report from the Faculty Council -- Dr. Herman Smith

(see attached)

Report from the Student Government Association -- Mr. Jim Avery

Mr. Avery reported that in the recently-held elections, he was reelected President of the SGA, Mr. Michael Rankins was elected Vice President, and Mr. Benjamin Ash was elected Comptroller.

Mirthday was a success, it was reported.

Mr. Avery indicated plans to participate in a nationwide project that involves a fundraising component and a home-building effort for the needy.

Report from the System Benefits Committee -- Dr. Susan Feigenbaum

Dr. Feigenbaum reported that the Committee has forwarded to the President its recommendations concerning enhancements to the pension plan. She was pleased that there is some common ground to benefit both short- and long-term employees. Dr. Feigenbaum thanked Chancellor Touhill for her strong and vocal support for this enrichment.

Faculty and staff must wait until the May Board meeting to find out what benefits will be approved. The goal is to implement the changes as quickly as possible. Dr. Feigenbaum reported that our plan date is September 1, but she noted that the changes could be implemented immediately after action by the Curators. The Chair asked if the changes could be retroactive, and Dr. Feigenbaum indicated that was doubtful.

Report from the Committee on the Assessment of Educational Outcomes -- Dr. Gary Burger

Dr. Burger reported that the Committee has recommended that a small fee be charged at the drop-in assessment center for those who wish to take the assessment test at other than the regularly-scheduled times. The Committee further recommended that scores on the academic profile be released to students who request them.

Report from the Budget and Planning Committee -- Chancellor Blanche Touhill

The Chancellor reported that the Committee met recently and reviewed section size data. Two items were handed out for discussion at a forthcoming meeting: actual budgets outlining revenue and expenditure and data related to Vice Chancellor Nelson's proposed workload policy.

At the close of her report, the Chancellor replied to a question from Dr. William Long by noting that actual enrollment is greater than our projection.

Dr. Judd expressed concern about the absence of a planning process. He asked if the Chancellor would be willing to reinstate a planning process that fully involves faculty. Chancellor Touhill said she has been working with the Budget and Planning Committee. She pointed out that the units have participated by completing Form Fives. She indicated that she would be happy to have Dr. Judd come and speak with her or attend meetings of Budget and Planning.

Report from the Committee on Curriculum and Instruction -- Professor David Ganz

On behalf of the Committee, Professor Ganz recommended approval for a new degree program, the M.A. in Communication. Noting that funds are being assigned to the baccalaureate program in Communication, Dr. Mark Burkholder questioned if the M.A. will be funded through reallocation. How, he asked, can we justify adding a master's program when we can't adequately meet the needs of today's students? Chancellor Touhill reported that former Chancellor Barnett made a commitment to increase the size of the Communication faculty, and Chancellor Touhill feels we should honor this commitment.

Dr. Dennis Judd commented that almost every department on campus has experienced unfulfilled commitments. Soft money, he said, is clearly outside the planning process and out of the hands of the faculty body. Chancellor Touhill replied that we have a mixed budgeting system that is complicated, but, she said, we are eager to keep talking to one another to make sure the process is smooth.

Arts and Sciences' Interim Dean Martin Sage informed senators that concern was expressed by our accrediting agency concerning the small number of faculty in the Communication Department. A consultant was hired. The consultant agreed that we need more faculty and more senior faculty. The master's program is necessary to attract them, he said.

Dr. Carol Peck noted that admission requirements for the program state that "a student should have a baccalaureate degree." Dr. C. Thomas Preston indicated that he would accept must in place of "should have" as a friendly amendment.

Dr. Michael Murray commented that Communication faculty are sensitive that people with a degree in political science and other backgrounds may wish to pursue a master's in Communication. It is, he said, "a glaring omission" that we don't already offer this degree, which we have been working on for seven or eight years.

Dr. Judd clarified that he is not opposed to the program but merely wanted to make a point about the budget process.

The Senate then voted with some dissent to approve the M.A. in Communication.

Turning to other action items, the Senate approved a change to the Master of Music Education and changes to the B.S.N. Dr. Peck referred to item 6 on page 2 of the proposal, "B average preferred for high school coursework in English Composition, Algebra I and II, Geometry, Chemistry, and Biology." She questioned why a B average is not explicitly required. Dean Durham reported that the document is in concert with state requirements.

Five separate changes to the O.D. were approved by the Senate, and proposals emanating from the School of Business Administration (i.e., multiple degrees, changes to the M.B.A. , addition of minors, and a change in emphasis area name to B.S. in Management Information Systems) were all approved. A new certificate program, the Labor Studies Certificate, passed without discussion or dissent.

Professor Ganz then turned the Senate's attention to minor "housekeeping" changes and course actions which were effected by the Committee.

Professor Ganz submitted for a "second reading" a proposal to amend the grade appeal process, which was refined as a result of comments at the "first reading" in March. Dr. Wayne McDaniel, the chair of a Faculty Council committee studying the issue, was introduced. He listed point-by-point responses to criticisms expressed at the previous Senate meeting. Concerning the view that the AOD should receive the complaint in writing from the student, Dr. McDaniel reported that the committee was loath to tell department chairpersons how to do their job. Also, it was felt that committing the complaint to writing would tend to escalate the matter in the minds of students. Regarding the one-month time period for resolution, Dr. McDaniel said that is the present time frame. Students, he said, should take action to resolve their concerns immediately. Certainly, students should make their concerns known before the faculty member forgets who the student is. Concerning the size of the faculty committee, it was felt that it would be unfair to students to just consult one person or a group of people who are in the department or who are closely allied with the department. Dr. McDaniel noted that the Columbia grade appeal process states that no one may substitute his/her judgment for the instructor's. He said our proposed document is actually a stronger statement. Dr. McDaniel accepted a friendly amendment from Dr. Jane Williamson to replace <u>may</u> ("the AOD may change the grade") with <u>will</u> in 3a.

Dr. Williamson reported that she receives many requests to change Y grades that turn into an F 10-15 years later. Students are assigned a Y because they stopped coming to class early in the semester. Often, the instructor is unavailable. Professor Ganz indicated that the Y grade was never intended to be a permanent grade. The student was required to pay a fee to drop it. Professor Ganz said this issue is on C&I's agenda and will be taken up over the summer.

Following a brief further discussion, senators were encouraged to send their comments to Professor Ganz for consideration this summer.

In closing, Professor Ganz reported that CBHE has adopted new transfer and articulation guidelines. When the official document is published, it will be sent to department chairs and unit heads. Everyone who is granting a degree was urged to read the document closely.

Report from the Committee on Appointments, Tenure, and Promotion -- Dr. Mark Burkholder

(see attached)

Dr. Judd inquired as to the number of recommendations made by ATP this year. Dr. Burkholder reported that there were approximately 20.

Report from the Committee on Computing -- Dr. Susan Sanchez

(see attached)

Report from the Committee on Bylaws and Rules -- Dr. William Long

(see agenda)

Dr. Long explained that last fall, the Committee received a proposal from the Faculty Council Steering Committee calling for the Chancellor to remain an ex officio member of the Budget and Planning Committee but for the chair of the Budget and Planning Committee to be elected from among the faculty representatives on the Committee. Dr. Long reported that the Bylaws and Rules Committee drafted language to effect this, sought input from previous members of Budget and Planning (going back 7 years), and asked the Faculty Council to get a broader opinion than just the Steering Committee. The Council did a survey. Dr. Margaret Cohen inquired about the numbers at the bottom of page 2 of the Committee's report. Dr. Herman Smith reported that 44 percent of the Faculty responded to the survey. He moved that the Committee's informational report become an action item and the Senate adopt the language stated on page 3 of the report. Professor Korr noted that our practice has been to have a first and second reading of significant bylaw changes. He moved to table the issue. His motion was seconded and approved.

Other business -- Professor David Ganz

Professor Ganz moved approval of the following resolution:

> Be it resolved that Lawrence David Friedman be recognized, honored, thanked, and remembered for his wise and conscientious leadership of the Senate and its committees; his representation on and diligent participation with the Intercampus Faculty Council; his sincerity in representing our campus to all constituent groups; his unfailing representation of this campus and

its values; and his complete dedication to meaningful and enlightened governance of the University of Missouri-St. Louis as Chair of the Senate for the years 1996-97 and 1997-98.

The resolution was seconded and approved enthusiastically.

The Senate then met in Executive Session to approve a candidate proposed to receive an honorary degree.

Completing the business at hand, the Senate adjourned at 5:02 p.m.

Respectfully submitted,

Deborah A Larson

Deborah Larson
Senate Secretary

Attachments: Report from the Intercampus Faculty Council
Report from the Faculty Council
Report from the Committee on Appointments, Tenure, and Promotion
Report from the Committee on Computing

(minutes written by Ms. Joan M. Arban, Senate Executive Assistant)

Report to the Senate
Intercampus Faculty Council
April 28, 1998

At its April 9 meeting the IFC addressed two primary topics: grievance procedures and the recent agreement regarding community college transfer courses.

With regard to grievance procedures, the IFC has been considering suggested changes from all four campuses to the Collected Rules and Regulations. This has been a slow process, partly because some of the suggestions are contradictory. Areas of particular concern have been significant delays in resolving grievances and appropriate standards of evidence.

The Columbia campus has experienced a substantial increase in the number of grievances and is considering putting an ombudsman in place to try to resolve complaints before they become grievances. President Pacheco indicated that the University of Arizona had greatly reduced the number of grievances with a similar plan. The IFC agreed to incorporate this idea into its on-going consideration of proposed changes to the grievance procedures. Proposals probably will developed over the summer and presented to the Curators in the fall.

Steve Lehmkuhle addressed questions about the community college agreement. It requires that we accept the associate of arts degree from the community colleges. Within that degree, students will satisfy the general education requirements if the sending institution certifies that the student has met the state defined general education requirement. Beyond the associate of arts degree, we must accept lower division courses on a program to program and institution to institution articulation basis. It is unlikely that we could accept lower division courses from a four-year school and not accept the same courses from the community colleges. It appears that the "sector discrimination" argument prevailed over the "mission creep" argument.

Finally, several individuals from the System Planning and Budgeting staff demonstrated how to access departmental data through the System web site. This information can be accessed by selecting the Planning and Budgeting department on the System page. We were encouraged to use the site and provide feedback. My efforts to do so have yielded a message stating, "Your browser sent a message this server could not understand."

Senate Report of the Presiding Officer
of the UM-SL Faculty Council
April 28, 1998

As designated messenger for the Faculty, I'm here today for the regular character assassination attempt. But, apologies to Mark Twain, the news of the messenger's demise has been greatly exaggerated. To make for a short end-of-the-Senate-year speech, I've taken the liberty of putting together a chronological history of important events concerning my role as spokesperson for the faculty that I've asked several colleagues to pass out for your edification.

In a nutshell, the important issues before the Faculty Council are -- and I believe will continue to be beyond my tenure as Presiding Officer -- faculty governance structure; the continued, unrealistic enrollment management "shortfalls" on financial viability of this institution; the operating and management budget of the proposed Performing Arts Complex; and faculty workload policy. It continues to amaze me that, despite many Budget and Planning Committee meetings, the campus administration is about ready, apparently, to release its Fiscal Year 1999 budget to the UM System Administration and we still do not know what it will say. Our manta will continue, thus, to be, apologies to President Clinton: "It's the budget, stupid." Everything else is just a distraction from the real issues.

Finally, permit me to announce the special open faculty meeting with V-C Nelson on proposed work load policy, sponsored by the Faculty Council. That meeting is scheduled for this Thursday, April 30, from 3-4 PM in JCP222. Given the numerous questions raised toward the raison d-etre for a new policy at the past Senate Budget and Planning meeting, I hope that even more faculty will join in the discussion.

Thank you, and I will gladly entertain any questions you might have of my written or oral reports at this time.

REPORT TO THE SENATE, April 28, 1998

Appointments, Tenure & Promotion Committee

I reported at the last Senate meeting that Chancellor Touhill was considering reversing several recommendations of the Committee. I am reporting today that, with the support of the Vice Chancellor for Academic Affairs, the Chancellor did reverse four recommendations. While the Board of Curators and President have clearly delegated to the Chancellor the authority to act in this manner, the Chancellor's decisions, especially in the cases in which the Committee's position was unambiguous, raise serious questions about the role and significance of faculty participation in this extremely important area. Specifically, these decisions pose the question of why an elected faculty committee should continue to devote the many hours involved in making tenure and promotion recommendations. In addition, they pose the question of whether administrators or full-time senior faculty better understand the requirements for tenure and promotion as contained in the University of Missouri's Collected Rules and Regulations.

Mark A. Burkholder

Chair

FACULTY DESKTOP ENHANCEMENT INITIATIVE

April 28, 1998, as approved by the Senate Computing Committee

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. There will be two Enhancement Initiative competitions during each academic year. For 1998-1999, the total allocation for the Enhancement Initiative is $20,000, with $15,000 to be awarded in the fall semester and $5,000 in the winter semester. These funds come from the general Campus Computing budget, not the Instructional Computing fees.

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.

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.

Upgrades and Enhancements: A list of potential upgrades and their associated costs will be distributed with the call for proposals in early fall. Installation fees may be assessed for items which require internal installation (e.g., memory, larger 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, 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 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 signature of an appropriate authority (Department Chair, Center Director, or Dean) endorsing the cost-sharing must be obtained. Supporting documentation must be included within the two page limit. Justification for Enhancement Initiative money is particularly important. Only one proposal is allowed per individual. Seven copies of the proposal must be received in the Campus Computing office (451 Computer Center Building) by 5:00 pm on the specified deadline.

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.

INSTRUCTIONAL COMPUTING ENRICHMENT INITIATIVE

April 28, 1998
as approved by the Senate Computing Committee

Overview: The Senate Computing Committee endorses the IFC Resolution on the Use of Instructional Computing Fees (March 18, 1998). As part of this resolution, the IFC calls for each campus to develop an explicit mechanism for distributing a portion of the instructional computing fees to meet specific instructional needs. The Instructional Computing Enrichment Initiative is UMSL's mechanism. Proposals will be solicited in early fall, for implementation in the following budgetary year. For the October 1998 competition, we anticipate awarding $200,000 in development funds, and associated annual recurring costs of $50,000.

Purpose: The purpose of the initiative is to solicit thoughtful proposals from departmental units and other instructional centers on campus relating to their needs for integrating computing technology in instruction. Requests could include, but are not limited to,

(i) establishment of new computing labs on campus;

(ii) renovation of existing labs (or portions thereof) to better meet the instructional needs of specific departments;

(iii) development of new types of instructional computing classrooms.

The student computing fees cannot be used to replace services and maintenance currently funded through the regular budget, support faculty research, or provide computers and software for faculty and administrative use.

Proposal Format: The proposal should contain a Proposal Summary, the full Instructional Computing Enrichment Proposal, and a Budget Narrative. Details about these components follow.

I. Instructions for Proposal Summary
The proposal summary should contain

1. Requesting entity: department(s) and/or center(s)
2. Contact person: name, title, campus telephone and e-mail address
3. Project type
4. Proposal Summary: in 100 words or less, describe the project, including location, general types of hardware and software, purpose, and linkages to other proposals (if any).
5. Student Impact Summary: in 50 words or less, identify the student population affected by the project, and summarize the impact on student instruction, recruitment/ retention, and/or employability.
6. Budget summary: Amounts should be consistent with the budget narrative.
7. Authorized signature(s): All proposals must be signed by the appropriate Dean(s) or Director(s).

II. General Instructions for ICE Proposals

Each proposal summary should be accompanied by a detailed proposal description, which must address items 1 through 8 below.

1. Statement of need.
2. Detailed description of project, including information about space and renovation requirements.
3. Description of the proposed management and maintenance of the facility.
4. Impact on student population, both current and future.
5. Assessment of the project relative to the long-range plans for the department/university.
6. Description of leverage/match forthcoming from external sources and/or the unit, if any.
7. Budget narrative (see below).
8. Supplementary materials (technical descriptions of hardware, software packages, etc.)
9. Submission of a report of any previous ICE expenditures in the unit, including financial information and a description of the impact on students.

The narrative response to items 1 through 6 is to be 5 pages at a maximum. Send 10 copies of the proposal summary and responses to items 1 through 7, and 1 copy of items 8 and 9, to the Campus Computing office (451 Computer Center Building) by 5:00 pm on the specified deadline.

III. Specific instructions for Budget Narrative

Campus Computing and the Senate Computing Committee recognize that commitment to new initiatives requires both initial capital investment and on-going support. The Budget Narrative must clearly delineate between one-time and recurring costs. We suggest the following categories:

A. One-time Costs
   1. Hardware
   2. Software purchase
   3. Office equipment
   4. Building modification
   5. Other (specify)

B. Recurring Costs
   1. Staff (supervisor, lab assistants)
   2. Maintenance
   3. Hardware replacement
   4. Software upgrades and licensing
   5. Telecommunications
   6. Supplies
   7. Other (specify)

Recurring costs must be projected over 4 years. If the proposal is requesting student computing fees for recurring costs in years 2 through 4, the dollar amounts must be entered in

the budget summary. If the proposal is not requesting student computer fees for recurring costs in years 2 through 4, the requesting entity must explain how it will cover these costs. Adequate staffing and supplies for laboratories are needed in order for students to use them.

Most computers on campus (desktop programs, computing lab stations, and advanced technology classroom machines) are replaced on a four-year cycle. If the proposal request is for initiation of a long-term facility, then hardware replacement costs must be included in the budget summary. If the proposal is for a shorter duration only, justification as to why the unit does not feel it merits long-term funding through student computing fees (e.g., is the need for the project anticipated to diminish over time? Does the unit intend to pursue external funding avenues for any future improvements?).

Units are encouraged to work with Campus Computing and Physical Facilities to determine accurate cost estimates for room renovation (carpeting, lighting, etc.) and new or improved telecommunication infrastructure (networking, port availability, etc.).

Evaluation of Proposals: Proposals will be evaluated by the Senate Computing Committee, in conjunction with Campus Computing. Priority will be given to those units who demonstrate the students' need for and benefits accruing from the project. Where appropriate, projects which benefit students in more than one department will be viewed favorably, although the Committee recognizes that some units may have specialized needs. The Committee also encourages units to attempt to secure external funding to defray the one-time costs of establishing new facilities, to the extent that external funding sources are available.

University Senate

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(Minutes to be considered for approval at the Senate meeting on December 8, 1998, 3:00 p.m.)

SENATE MINUTES
UM-ST. LOUIS
November 3, 1998
3:00 p.m. 126 J. C. Penney

Dr. Jeanne Morgan Zarucchi, Senate Chairperson, called the meeting to order at 3:05 p.m. Minutes from the previous meeting (held October 6, 1998) were approved as submitted.

Report from the Senate Chair -- Jeanne Morgan Zarucchi
Dr. Zarucchi announced that the Senate Web Page is almost up and running, but not quite. An E-mail announcement will be sent out when the Web Page is ready to be consulted. Committee Chairs should contact the Senate office if their committee has a home page so that it can be linked to the Senate Web Page.

Ms. Kathy Osborn, Vice Chancellor of University Relations, has sent out a notice inviting nominees for honorary degrees. Dr. Zarucchi invited all Senators to consider making a nomination. Dr. Zarucchi said that the process is far less complicated than for most other campus awards, and that Ms. Osborn would be glad to provide suggestions on how to prepare a nomination. Ms. Osborn requests a response before next Monday, November 9.

The Board of Curators met on October 16, 1998. As reported in The Current, the Board has agreed to review the current UM policy pertaining to discrimination, in response to appeals from students and faculty to include sexual orientation as a protected category. On November 3, Dr. Zarucchi received an announcement from the Board, that a public meeting will be held in Columbia on Friday, November 13, from 3:00 to 6:00 p.m. The meeting is open, but attendees who wish to speak are being asked to schedule their appearance in advance and provide a written outline, 5 minutes maximum in length, of their remarks. If you are interested in attending, please contact the Senate office and a copy of the meeting announcement will be forwarded to you.

On November 2, Dr. Zarucchi received a copy of a resolution passed in support of the sexual orientation policy amendment by the UMC Faculty Council, which is the parallel body to the UMSL Senate. Copies of the UMC Faculty Council resolution on sexual orientation were passed out at this time in the Senate meeting. Dr. Zarucchi said that she received this resolution after the Senate Meeting Agenda was distributed and invited anyone who wanted to discuss this resolution by the Columbia campus to do so later in the meeting, under "New Business".

Report from the Chancellor -- Vice Chancellor Jack Nelson
(See Attached)
Dr. Nelson distributed several documents to the Senators present: 1) Revisions to the UM-St. Louis Tenure and Promotion Procedures; 2) Guidelines for the Nomination, Selection, and Appointment of Curators' Professors at the University of Missouri-St. Louis; 3) UM-St. Louis Procedures Concerning Allegations of Sexual Harassment; 4) UM-St. Louis Committee on Intellectual Property Guidelines. Dr. Nelson said all faculty would receive the documents describing the Tenure and Promotion Procedures and the Sexual Harassment Policy.

The Tenure and Promotion document states that the Chair of the review committee at the lowest level has to submit a recommendation separate from the recommendation of the committee. That means that in units where votes were already taken at those lower levels with the Chairs voting, votes will have to be retaken. The vote of the committee and the Chair must be justified in a letter, which will be shown to the candidate, and he/she will have the right to respond in writing. Candidates will also have the right to go through the entire review process, even if there is a negative decision at the lowest level. External letters must now be solicited for all candidates. After an extended discussion, Dr. Nelson confirmed that the policy distributed was now in effect, but that it was subject to being modified at a later date.

Dr. Connett asked why we did not know about these policies earlier. Dr. Cottone replied that previous ATP committees had not been aware of it. Dr. Nelson said that he had been told about President Russell's Executive Order of 1992 by Vice President Steve Lehmkuhle, and that since he was now aware of it, he had no choice but to implement the policy immediately. Dr. Connett asked if this policy change was a factor in the Chancellor's decision to overturn several tenure recommendations made by the ATP Committee last year. Dr. Nelson assured him that they were not related.

Report from the Faculty Council Presiding Officer -- Dennis Judd
(See Attached)
Dr. Judd made apologies to the organizers of the "What is a City" Conference. This conference will end at 4:00 p.m. on November 13. The Faculty Council meeting on November 13 begins at 3:00, which will cause a time conflict for some. The Faculty Council meeting will include the presentation and discussion of the Performing Arts Center by Chancellor Touhill. Dr. Judd asked that those attending both the City Conference and Faculty Council meeting keep in mind that there will be other opportunities to meet with the Chancellor to discuss the Performing Arts Center.

Dr. Judd commented on the importance of attending an open meeting, on November 5, for faculty to discuss recent changes to the faculty's health insurance package and university's retirement benefits. Dr. Judd said that there are some important changes that people will want to know about. For those members who want to reconsider their insurance program, changes must be made by mid-November.

Report from Intercampus Faculty Council -- Paul Roth
(See Attached)

Report from Research -Fall Panel -- Fred Willman
Note: This report was not listed on the Agenda. Dr. Zarucchi asked members of the Senate if there was any objection to the report being made at this meeting. No objections were made.
(See Attached)

Report from University Libraries -- Harold Harris
(See Attached)

Report from Assessment of Educational Outcomes -- Helene Sherman
(See Attached)
Dr. Judd asked if an assessment has been done in statistical analysis to see if there is a correlation between GPA and the test results. Dr. Sherman said that this was an excellent suggestion, but no other statistics were gathered except those that I have reported to you. Dr. Ganz asked if the Board of Curators mandates us to give the academic profile. Dr. Sherman said she believed that we are mandated to give some sort of test. Dr. Simon is checking to see if this test can be substituted. Dr. Resick asked how representative the results were. Dr. Sherman said that she didn't consider it very representative, since the numbers are very small. Dr. Simon has just compiled these statistics at the end of last school year, and they are now being looked at more carefully. Dr. Munson asked if students take this exam seriously. Dr. Sherman agreed that many times they know the test will not reflect on them or affect whether or not they will graduate.

Dr. Sherman said she believed that the 36 questions are the same in the freshman and senior profile. She will check on this and has a copy of the test if anyone would like to look at it.

Report from Budget and Planning -- Vice Chancellor Jack Nelson
(See Attached)

Report from Bylaws and Rules -- William Long
After much discussion for and against, the proposed change to Senate Operating Rule #4 was voted on first by voice vote. Dr. Zarucchi ruled that the motion did not carry. Dr. Connett asked for a division. A count was taken by a show of hands; the show of hands could not be counted accurately, and therefore a ballot was prepared. Dr. Zarucchi announced the outcome of this vote after the Curriculum and Instruction report was presented. The motion did not carry. Dr. Zarucchi read the outcome as Aye=25 and Nay =28.

Dr. Long read the proposed change to Senate Operating Rule #5. There was much discussion on this rule, including an amendment proposed by Dr. Ganz that the word "normally" be added in both places after the word "shall". The Senate voted by voice, and the proposal passed as amended.
(See Attached)

Report from Committee on Committees -- Gail Ratcliff
The following replacements were elected by acclamation:

Budget and Planning-	Robert Lee, Nursing
Committee on Committees-	Maryellen McSweeney, Nursing
Faculty Teaching & Service Awards-	Ron Dotzel, Mathematics & Computer Science
University Libraries -	Vengu Lakshminarayanan, Optometry
Video and Instructional Technology-	Jan Attala, Nursing

Report from Committee on Computing -- Susan Sanchez
(See Attached)

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

Report from Physical Facilities and General Services -- William Connett
(See Attached)
Dr. Tierney asked if there are any new equipment, systems or anything different from the period when Ms. Beverly Bateman was employed. Dr. Connett answered that the new mailroom supervisor, Mr. David Ringkamp, has reorganized the way things are done in a number of ways. He is very experienced and has worked for Monsanto and Pitney-Bowes. Dr. Connett said that there is talk of buying a new franking machine. This is the bottleneck, because the machine is run by codes and makes it hard for employees to run unless they have memorized approximately 700 codes. The codes are now posted in the mailroom to make them accessible for employees. Dr. Connett said that there are now 10 employees, including 1 full time person, in the mailroom.

Dr. Ratcliff asked about the status of an earlier proposal to install a new coded key system. Dr. Connett replied that the committee would continue to discuss parking, lighting and keys among other issues.

Dr. Cohen commented that we should not have to go into a crisis mode to prevent losing a valued employee. She said it's unfortunate to lose a very valuable, loyal and hard working person and we need to listen to what they have to say before we go into the crisis mode. Dr. Connett said that personnel issues are delicate, and that everyone involved recognizes that she was a valued and good employee. Dr. Judd commented that the bottom line is that Ms. Bateman was sacrificed. Dr. Connett made two points: 1) it is the nature of our institution there are some small operations that have only one person able to do the job, due to various reasons; 2) it's also important to realize that we need to listen and know that there was a better way to handle this but it wasn't recognized as a problem until it was a crisis. Dr. Smith asked if codes could be put on the envelopes before they go to the mailroom. Dr. Ganz answered that the codes should be kept confidential, but there are machines that are capable of doing this automatically.

Report from Recruitment, Admissions, Retention and Student Financial Aid -- Joseph Martinich
(See Attached)

Report from Student Publications -- Van Reidhead
(See Attached)
Dr. Long commented that students had done a wonderful job on The Current page and the Web site, providing the AMS report on the Performing Arts Center. Dr. Long thanked The Current for helping the discussion with his colleagues. Dr. Judd commented that the quality of reporting is really extraordinary.

New Business

Dr. Cottone made a motion to approve the sexual orientation resolution as worded and approved by the Columbia campus. Mr. Wolfe said that the SGA had approved a similar resolution. Dr. Sanchez said that the Senate passed a similar resolution last year. Dr. Jones made two motions: 1) to table this motion; and 2) to send to the Board of Curators notice that we have already passed a similar resolution. Dr. Long asked if he meant that Dr. Jones wanted to postpone, not table this motion.

(See Attached)

A quorum was called, and there being an insufficient number of Senators present, the meeting was adjourned at 4:45 p.m.

Respectfully submitted,

Joyce Corey
Senate Secretary

Attachments:

1) Report from Chancellor
2) Report from the Faculty Council Presiding Officer
3) Report from the IFC
4) Report from the Research Committee-Fall Panel
5) Report from the University Libraries Committee
6) Report from the Assessment of Educational Outcomes Committee
7) Report from the Budget and Planning Committee
8) Report from the Bylaws and Rules Committee - Approved Proposal
9) Report from the Computing Committee
10) Report from the Physical Facilities and General Services Committee
11) Report from the Recruitment, Admissions, Retention, and Financial Aid Committee
12) Report from the Student Publications Committee
13) MU Faculty Council Resolution

Enclosure:

Senate Operating Rules - As of November 3, 1998

Senate Report

November 3, 1998

Counseling Services

The Helping Hand African American Mentoring Project is sponsoring its first annual "African American Women's Forum," to encourage African American women to pursue higher education. It will be held Saturday, Nov. 7 from 9 a.m. to 2 p.m. in the Summit Lounge in University Center. It will cover such topics as "Smashing Roadblocks to Success," "Acquiring Tools for Effective Learning," "How Will I Pay For Classes?" and "What Should I Major In?"

Registration

The Winter 1999 Schedule of Courses has been distributed on campus and on the web. Work has begun on the Intersession and Summer Session Schedule. Pre-registration for the Winter Semester 1999 ~~will begin~~ began Nov.2. The Student Information System will be unavailable from Nov. 21 at 8 a.m. to Nov. 30 at 7 a.m. as the entire University System undergoes a conversion.

Admissions

The Fall 1998 exception report on new full time freshmen for the four

campuses of the University of Missouri system has been released. UM-St. Louis had an increase in new full time freshmen but for the second year, the percentage of students enrolling as exceptions decreased.

Financial Aid has begun

Financial Aid ~~will~~ begin awarding Curator Scholarships on a rolling basis, ~~starting Nov. 1~~ for the 1999-2000 academic year.

University Relations

Nearly 800 people attended this year's Founders Dinner Oct. 13 at the Ritz Carlton. Awards were presented to special donors, outstanding alumni and faculty and staff who have served the University 25 and 30 years. Tim Russert, moderator of Meet the Press, was the speaker

At the Founders Dinner, Chancellor Touhill announced another $1 million gift from Des Lee to create the E. Desmond Lee Global Ethnic Collaborative and the E. Desmond Lee Professorship in African/African American Studies. Joel Glassman will direct the Global Ethnic Collaborative. As with the University's other international endowed professorships in Chinese and Greek studies, the African/African American Professorship it will focus on research, teaching, and community outreach relating to the history of African Americans in this country and their heritage in Africa.

Report to the Senate
Continued

Academic Affairs

New Degrees

We anticipate approval of the M.S. in Computer Science and the M.A. in Communication before the end of this academic year. The Chancellor and I recently discussed the Ph.D. in History and the M.A. in Philosophy with President Pacheco. I believe that both proposed programs will now move forward with support from the System.

Sexual Harassment

We are distributing a document explaining the resources available to those who believe they may have been victims of sexual harassment. The document specifies both the individuals that are available to talk informally with those who believe they may have experienced sexual harassment, and the individuals with whom formal grievances can be filed.

New Professorships

The System allows for the appointment of Curators' Professors and Distinguished Teaching Professors. These are intended to recognize individuals of the highest caliber who have excelled, respectively, in research and teaching. Each year for the next several years we hope to nominate and have appointed, each year, two or 3 more such professors. The procedures we have devised for soliciting and reviewing nominations are available at the back of the room. These procedures allow any

tenured faculty member to nominate any tenured full professor for either of these professorships. I am today inviting such nominations, which should be made in writing, to the Office of Academic Affairs, by December 15, 1998. Both Professorships carry a financial stipend of $10,000 per year, up to $5,000 of which may be used, at the professor's discretion, to supplement her or his compensation.

Searches for Endowed Professors

The following searches are underway:

E. Desmond Lee and Family Fund Endowed Professorship in Zoological Studies

E. Desmond Lee Professorship in Community Collaboration & Public Policy

John W. Barriger II Professorship in Transportation Studies

We are ready to start searches for the following professors:

Mercantile Library Professorship in Transportation Studies

E. Desmond Lee Professor in Youth Crime and Violence

Emerson Electric Co. Professorship in Technology and Learning

I am hopeful that we will start searches for the following professors before the end of this academic year:

Jefferson Smurfit Corporation Professorship in Irish Studies

E. Desmond Lee Professorship in African/African American Studies

Ad Hoc Committee Reports

Last year I appointed a task force to review and suggest campus policies concerning intellectual property, with special attention to the new modes of instruction now becoming common and their implications for intellectual property rights. That task

force, co-chaired by Wendell Smith and Joan Rapp, has now submitted its report. Copies are available at the back of the room. I am today submitting that report to the University Senate for review and discussion by appropriate Senate committees.

Early this fall I appointed an *ad hoc* committee chaired by James Campbell to make recommendations concerning the Urban Information Center. That committee has now completed its work and has submitted a draft report to me. I will be meeting with the committee next Monday and hope to make my recommendations to the Chancellor soon thereafter. I am fully confident that there is an important role for a reconfigured Urban Information Center to play on our campus and am committed to finding the resources needed for the center to fulfill its academic mission.

Tenure and Promotion

In 1992 the Curators modified *The Collected Rules and Regulations* as they concern tenure and promotion by inserting section 320.035. This campus has apparently never been in compliance with paragraph A.4.b. of that section. Accordingly, I am today acting to bring this campus into compliance and to assure fare treatment of all candidates for tenure and promotion. The most important of the required changes are these

1) Outside letters must be solicited before any recommendation is made concerning a mandatory tenure review.

2) Negative as well as positive recommendations, in mandatory tenure reviews, must go forward all the way to the Chancellor. This of course means that full files must be developed for all candidates.

3) Candidates must be given a right to review and respond to recommendations that are made, at every level of review.

REPORT TO THE UNIVERSITY SENATE
BY THE PRESIDING OFFICER, FACULTY COUNCIL

November 3, 1999 Meeting of the University Senate

At the October 1 meeting of the Faculty Council, the Council instructed me to draft a resolution pertaining to the proposed Performing Arts Center. I appended a copy of that draft resolution to my report to the Senate at its last meeting. That resolution has stimulated a great deal of discussion on the Faculty Council's listserve and in other venues. Before considering a resolution, the Council has agreed to schedule a meeting with the Chancellor to discuss the Performing Arts Center. This meeting is scheduled for Friday, November 13, at 3:00 P.M., in 126 J.C. Penney. All campus faculty are invited to attend.

In lieu of the regularly scheduled meeting of the Council on November 5, the Council is sponsoring an open meeting for all campus faculty. Professor Susan Feigenbaum will make a presentation and answer questions about recent changes to the faculty's health insurance package, and will also explain the far-reaching changes that have made in the university's retirement benefits. This meeting is scheduled for Thursday, November 5, at 3:00 P.M. in 75 J.C. Penney.

The Faculty Council is also sponsoring an open meeting between Vice Chancellor Jack Nelson and all campus faculty to discuss the implementation of the Faculty Workload Policy. This meeting is scheduled for Friday, November 6, at 2:00 P.M. in the Hawthorn Room in J.C. Penney.

Paul A. Roth
November 3, 1998
IFC Report to the UMSL Senate

The IFC met in Columbia on Thursday, October 29. There were no highlights to this particular meeting. However, the following items of general interest did come up.

1. Although no comments on the proposed revisions to the grievance procedures were forthcoming from this campus, at least one set of extensive annotations and comments were received from the Columbia campus. These are now being studied in turn. Final action on the proposed changes is expected at the November meeting.

2. a) It was reported to the IFC that there is continued upward pressure on health benefit costs. Although the UM system is self-insured, coverage is handled for us at present by UHC. This relationship will probably be put out to bid in the near future.

b) The IFC representative to the system benefits committee is working to have the amount of summer income that can be counted for faculty retirement raised from the current 2/9s (of a 9 month contract) to 3/9s.

3. Bernard Feldman will be the UMSL representative to a system-wide committee on Distance Learning.

4. There was some discussion of the efforts to coordinate academic calendars. The official line is that we now have a "coordinated calendar" rather than a "common calendar." While the common calendar was a pet project of former President George, President Pacheco expressed skepticism with regard to making such a project work.

5. As noted in the report of the Senate Chair, President Pacheco announced that the Board of Curators will hold a meeting on Nov. 13 concerning whether or not to add sexual orientation as a category protected by the university's anti-discrimination policy.

6. The meeting with President Pacheco was very cordial but not terribly informative. The IFC will be treated to a presentation of the mission statement for the system (a separate and distinct matter from the statements provided by each of the campuses). In addition, President Pacheco indicated that he was in the process of collecting data for the purpose of reviewing the infamous allocation formula.

The IFC meets next on Nov. 20.

Respectfully submitted for the UMSL IFC

Paul A. Roth

Research Committee

Report to the Senate

The Fall Research Panel has awarded $81,717 to fund 8 of the 17 submitted proposals. The total amount of funding requested was $196, 894. The remainder of the $170,000 available to fund proposals in the Fall will be carried over to the Winter Semester making a total of $218,283 available for the next round of funding.

The due date for Winter proposals is February 5th and the date for Winter Semester small grant proposals is January 25th.

Fred Willman, Chair
Senate Research Committee

University Senate Committee on Libraries
November 3, 1998
Harold H. Harris

The Senate Committee on Libraries met with Vice Chancellor Jack Nelson on October 21 to discuss the report of consultant James Myers, former Library Directory at Temple University, who spent several days visiting our campus and studying library and related operations. The committee reported earlier on the matters we discussed with Mr. Myers when he was on campus. Our meeting with Dr. Nelson was to consider the recommendations in his report.

Of particular interest to members of the campus community was the recommendation that the two South Campus libraries, the Education Library and the Health Sciences Library, be combined into a single facility. Mr. Myers felt and we agree that a combined library could be more efficiently managed, creating advantages for users of both of the present libraries, including the possibility of better staffing and longer hours. While a detailed plan has not yet been developed, the general idea would be to expand the present Education Library into space on the floor below that is not heavily utilized at present and to use that space largely for administrative purposes. That would free some area on the first floor for book and journal collections. It is expected that the current ranges would be condensed, better lighting would be provided between them, and that carpeting would be installed. It is hoped that the new facility could be open by Fall, 1999.

Some other matters discussed in our conversations:

- The Mercantile Library will be open the same hours as the rest of the Thomas Jefferson Library, and UMSL patrons have the same borrowing privileges as do Members of the Mercantile Library. The conversion of the Mercantile card catalog to electronic form continues apace, and Library of Congress cataloging is being used, as is now the standard.
- As any user can see, the issue of space in Thomas Jefferson Library is becoming critical, but the fraction of our collection that has been relegated to the UM Depository or to compact shelving is smaller than many would guess. Currently, about 5% of the collection is in the Depository and 7% is in compact shelving. Some additional shelving for journals is being added on the 4th floor. The Committee strongly endorses the notion that additional library space be a high campus priority.
- The Washington University Library collections will be available through Merlin in January, 1999.
- University-wide and state-wide consortia for the provision of electronic journal access are being negotiated and developed by library directors, following models in Ohio and at Johns Hopkins University.

Hal Harris

Report from the Assessment of Educational Outcomes Senate Committee

The Committee met on October 1 to consider issues related to the university-wide assessment instrument, the Academic Profile II. Because an assessment plan was mandated by the Board of Curators in the Fall of 1987, the Short form of this test has been administered to all full and part-time freshman students and to seniors in the area of general education since that time. The Chancellor is interested in the Value-added concept of the test, as well, because it presents an opportunity for program evaluation in terms of determining academic growth that occurs as students move through their university experience.

University populations in large metropolitan areas are highly mobile groups and older non-traditional students may attend many colleges or universities before finishing a degree at a four-year institution. As a consequence, it is difficult to gather a significant number of students who matriculate and graduate from the same institution. This was the one of reasons why 1997-98 was the first year when a significant number of students (92) who took the Academic Profile II as incoming first-time freshman and graduation seniors could be identified. When mean scores were compared, (freshman to senior), there was a statistically significant difference in the scores at the .01 level of probability. However the actual numerical mean scores were only 4 points apart, in a positive direction. These results were reported in the campus' North Central Report.

This committee is soliciting feedback regarding the merits of continuing the administration of this test and other testing possibilities. Major factors in considering the merits and the results of the test include: 1) Motivation may be affected by the fact that students' results do not affect their GPA nor graduation rate; 2) The content is generalized and difficult to evaluate according to specific programs; and 3) the test is not administered by faculty so that students may not feel "connected" to the testing situation. The cost of the test is $9,500 and takes 40 minutes to complete.

Respectfully submitted,
Helene J. Sherman, Chair

Attachment 7

Approved October 16, 1998

RESOLUTION OF THE SENATE BUDGET AND PLANNING COMMITTEE

WHEREAS:

--we believe that the potential costs of operating the proposed UMSL Performing Arts Center pose unacceptable risks to the fiscal integrity of the UMSL operating budget and to its programs;

--we believe that the present design of the Performing Arts Center is more appropriate for commercial use than as a facility related to the educational needs and programs of the UMSL campus;

--we support the expansion of performing arts programs and a performing arts facility on the UMSL campus;

THEREFORE BE IT RESOLVED, the Budget and Planning Committee of the Senate at the University of Missouri-St. Louis hereby petitions Chancellor Blanche M. Touhill to cease implementation of the current plan for the Performing Arts Center, and participate with the campus community in establishing a process intended to re-examine the scale and the design of the facility, so that any Performing Arts Center built on the campus will reflect the campus's overall educational and programmatic needs.

Approved by the Senate on November 3, 1998.

REVISION TO SENATE OPERATING RULES

Current Version:

5. "Any new business must be distributed to all Senate members at least five days before a meeting. This rule does not apply to committee reports, although committees are encouraged to circulate reports prior to the meeting."

Proposed Change:

5. "The agenda for the Senate and its attachments shall normally be placed in the campus mail to Senators no later than Thursday before a Tuesday Senate meeting. The agenda shall normally be posted on the Senate web site no later than Friday before a Tuesday Senate meeting."

Rationale:

This confusing rule has, in the past, even been used to prevent introduction of **any** new business. The Bylaws and Rules Committee thinks it important that Senators have as much information as possible before Senate meetings in order to deliberate effectively, but feels that there are adequate parliamentary safeguards to prevent reckless disposition of unanticipated items arising from the floor.

Attachment 9

SENATE COMPUTING COMMITTEE
November 1998
http://www.umsl.edu/~scc/

The SCC reviewed 5 applications for the Faculty Desktop Enhancement program and made three awards. A fourth applicant was moved up in the rotation for a new system and one decision is pending. The next round of the competition will be held in January, 1999.

The deadline for the Instructional Computing Enrichment Initiative was extended until Monday, November 16 at 5:00 p.m. Details about the competition and application process can be found at http://www.umsl.edu/~scc/iceinit.html or in earlier Senate minutes.

An open meeting on campus e-mail issues was held on October 30 following a number of complaints and issues that were raised at an earlier meeting held by Physical Facilities regarding regular mail.

In the coming months, the Senate Computing Committee will review the Intellectual Property Guidelines developed by an ad hoc committee over the past year.

The SCC will also form a work group to examine issues related to systems administration, security, privacy, and account control for Unix and Windows NT desktop or departmental systems on campus. If you have suggestions, concerns, or are interested in participating in this work group please contact Susan Sanchez (6169, susan_sanchez@umsl.edu) by November 13. Policy guidelines will be forthcoming to the Senate for approval.

Attachment 10

Report
Senate committee on Physical Facilities and Services
3 November, 1998

The campus mail facility has provided excellent service to the campus community for many years on a very modest budget. The one full time employee, Beverly Bateman, and eight to ten part time employees (mostly retired postal workers), managed to process and deliver about 2,000,000 pieces/year to this campus, and the courier service moved approximately 100,000 pieces a year between the libraries and campuses of the university system. This was accomplished at minimal cost, using ancient technology, and the dedication of very loyal employees.

As the system has grown, more and more demands were placed on the current employees and infrastructure, until Ms.Bateman realized that she could no longer maintain the operation without additional resources. When they were not forthcoming, she gave a two weeks notice of resignation on August 31, 1998. As the University was starting a new semester, the mail room was operating with only five of the normal eight part time employees, and a supervisor who had tended her resignation. The flood of mail that accompanies the beginning of a semester and the reduced level of staffing soon led to delays in the delivery of mail. But as long as Ms. Bateman was there to operate the Pitney Bowes franking machine, outgoing mail managed to leave the campus with minimal delay. Unfortunately, when her two week notification period ended on September 14, outgoing mail came to a complete halt for several days. Through heroic efforts by supervisory staff, especially Emil Wooley, and with some help from the recently departed Ms. Bateman, all mail cleared the mail room by Sunday September 20th.

Beyond the actual processing of the mail, other problems emerged having to do with the handling of bulk mail, the processing of PAF's, and the billing of various units for services provided. It is fair to say that the problems were not fully understood by the administration until after Ms. Bateman's departure. When the problems were better understood a great effort was made to solve them, but post hoc. During the week of September 21, a very experienced new supervisor, David Ringkamp, was hired, new part time employees were hired, and an enormous effort was mounted by all involved staff to get things back to "normal". The week of September 28 through October 2, was a transition as new employees and new procedures were put into place.

Since October 5, all mail has been clearing the mail room the day it was received, and all other operations, such as billing, have been brought back to a normal schedule. Resolution of these problems involved great efforts by many loyal employees in the services area of our university. We would like to gratefully acknowledge these people and their efforts.

At the open hearing held on October 14, the Physical Facilities Committee received only seven complaints of actual problems with the campus mail. Of these seven, some were due to our recent problems, and others were due to the normal vicissitudes of the US Mail. Certainly some of the delays were caused by us, but not many and not for long.

The Committee, on the other hand, received numerous complaints about other services, especially e-mail, and at our next meeting (November 18), we have invited Susan Sanchez, chairman of the Senate Computing Committee, and Jerry Siegel, Coordinator of Campus Computing, to meet with us to plan a way to respond to these complaints. The Committee further wants to address two larger issues: first, find an efficient way to get the word out to the university community when there is a problem such as the crisis in the mail room or the meltdown of the CMS e-mail server; second, establish benchmarks on the stability of certain basic services at the university (such as mail, e-mail, heat, electricity, etc) and find a public place to store them. Any suggestions in this direction would be appreciated by the committee.

William Connett
for the Committee

Attachment 11

Senate Committee on Recruitment, Admissions, Retention, and Financial Aid

Report to the Senate (Nov 3, 1998)

Joseph Martinich, Chair

1. Year-to-year retention rate for the Fall 1997 first-time freshman increased to 62% (68% for full-time students), versus a very stable long-term retention rate for full-time freshmen of 60-61%.

2. The quality of the Fall 1998 freshman class is significantly better than recent years. The average ACT scores increased from 23 to 24, and the percentage of students admitted as full-time exceptions (i.e., they did not meet the official admission requirements) decreased from 64% to 25%. Also, a larger proportion of first-time freshmen were admitted on a full-time basis. These both predict higher retention rates in the future.

3. The Committee reviewed the policy for financial aid for UMSL students taking courses at other institutions. The campus can provide financial aid for these students to accommodate study abroad programs, and to allow students more flexibility in their coursework. Recent abuses, specifically students enrolling for 3-6 hours at UMSL and as many as 17 hours elsewhere in a semester, have lead the Committee to pass the following policy.

Students will be eligible for financial aid from UMSL for courses taken at other institutions only under the following conditions.

(a) The student must be enrolled in at least 6 hrs at UMSL (half-time status)

(b) At least half of the student's coursework for the semester must be taken at UMSL.

(c) Courses taken at other institutions will be approved for financial aid only if an equivalent course is not offered at UMSL during the same semester (allowance will be made for evening (day) students when the course is not offered at UMSL during the evening(day)).

These requirements are waived for students taking courses in an approved study-abroad program.

The Committee asks for assistance from department chairs and deans to enforce these policies. Requests for financial aid for courses taken at other institutions require approval of the student's home unit. Although the Financial Aid Office will also check to make sure these requirements are satisfied, that office cannot always determine whether an equivalent course is offered on campus. Also errors are less likely to occur if both the academic unit and FA Office check these requirements.

University of Missouri St. Louis

College of Arts and Sciences

Department of Anthropology

Clark Hall – Room 507
8001 Natural Bridge Road
St. Louis, Missouri 63121-4499
Telephone: 314-516-6020

Attachment 12

November 3, 1998

TO: Senate Chair, Jeanne Zarucchi

FROM: Van Reidhead, Senate Student Publications Committee (SSPC) Chair

RE: Report to Senate General Assembly on Oct. 22, 1998 Meeting of SSPC Committee

The Committee on Student Publications met on October 22nd to discuss its agenda for the 1998-99 year.

The Committee reviewed the Policy Statement Governing its responsibilities, which are in the following domains having to do solely with the *Current*:

Budget Oversight
Resolving Staff Issues
Managing Editorial Complaints
Selection of Editor

Several editorial issues relating to student body interests were raised in a friendly spirit by student Committee members Josh Stegeman and Paul Tobin.

The Committee will meet on November 20 at 1:45 in the Current Building, 7940 Natural Bridge Road. Current Managing Editor David Braugher will formally report on the state of the Current Budget.

We will report back to the Senate at the December Meeting.

Passed at the 10-22-98 meeting of the MU Faculty Council. Based on the resolution passed by the MU Faculty Council on 4-24-97.

RESOLUTION

1. WHEREAS the University of Missouri mission holds that "the University is committed to the principles of academic freedom, equal opportunity, and diversity";

2. WHEREAS MU is committed to creating a diverse educational environment accessible to all based on personal achievement and ability;

3. WHEREAS, denial of access to University of Missouri resources to any group including gay, lesbian and bisexual students, faculty and staff, violates the University's covenant of access to education and employment without restriction;

4. WHEREAS the municipalities of Columbia, St. Louis, and Kansas City have all passed local legislation extending legal protection from discrimination to lesbian, gay and bisexual citizens;

5. WHEREAS 25 of the 27 public Research I/AAU universities include sexual orientation in their nondiscrimination statements;

6. BE IT RESOLVED THAT the UM System create an environment of sensitivity and awareness for the concerns of gay, lesbian, and bisexual students, faculty and staff and strive to eliminate all forms of intimidation, harassment or discrimination in its various guises;

7. BE IT FURTHER RESOLVED THAT the Faculty Council on University Policy request that sexual orientation be included in MU's policies on non discrimination;

8. BE IT FURTHER RESOLVED THAT the Faculty Council on University Policy urge the Board of Curators to add sexual orientation to the non discrimination policy as it appears in the Collected Rules and Regulations of the University of Missouri.

Senate Chairperson's Report 11-3-98

I. The Senate Web Page is almost up and running, but not quite. Please look for an e-mail announcement that will tell you when it's ready to consult. In addition, we would be grateful if any Committee chairs who have home pages for the committees would let us know, so that we can set up links to those pages

II. Kathy Osborn, our Vice Chancellor of University Relations, has sent out a notice inviting nominees for honorary degrees. I would like to invite all Senators here present to consider making a nomination; the process is far less complicated than for most other campus awards, and I'm sure that Kathy would be glad to provide suggestions on how to prepare a nomination. She requests a response before next Monday, November 9.

III. The Board of Curators met on October 16, 1998. As reported in The Current, the Board has agreed to review the current UM policy pertaining to discrimination, in response to appeals from students and faculty to include sexual orientation as a protected category. This afternoon, I received an announcement from the Board, that a public meeting will be held in Columbia on Friday, November 13, from 3:00 to 6:00 p.m.. The meeting is open, but attendees who wish to speak are being asked to schedule their appearance in advance and provide a written outline of their remarks. If anyone here is interested to attend, please contact the Senate office and we will forward to you a copy of the meeting announcement.

5 minutes in length

Yesterday, I received in the mail a copy of a resolution passed in support of this policy amendment by the UMC Faculty Council, which is the parallel body to our Senate. Since there was not time to distribute copies with the meeting agenda for today, we have made copies and will now distribute it to you. If anyone wants to discuss this resolution by Columbia campus, I would invite you to do so later in the meeting, under "New Business."

BALLOT -- VOTING RESTRICTED
November 3, 1998

***Senator**

all won by acclamation

Committee	Vacancy	Nominee
Budget and Planning	*Jean Bachman, Nursing Leave (Replacement must be from Nursing.) acc.	____ Roberta Lee, Nursing ____ _____
Committee on Committees	*Jean Bachman, Nursing Leave acc. (Replacement must be a Senator from Nursing.)	____ *Maryellen McSweeney, Nursing ____ _____
Faculty Teaching & Service Awards	*Arthur Shaffer, History Resigned acc. (Replacement must be A & S but not from Humanities.)	____ Ron Dotzel, Math & Computer Science ____ _____
University Libraries	*Jean Bachman, Nursing Leave acc. (Replacement cannot be from A & S.)	____ Vengu Lakshminarayanan, Optometry ____ _____
Video and Instructional Technology	*Jean Bachman, Nursing Leave acc. (Replacement must be from Nursing.)	____ Jan Attala, Nursing ____ _____

REPORT FROM THE COMMITTEE ON CURRICULUM AND INSTRUCTION

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

A. Change in Certificate Program

Undergraduate Certificate in Biotechnology

B. Change in Degree Requirements

1. Doctor of Optometry
2. B.A. in Mathematics, B.S. in Education, B.S. in Applied Mathematics, and B.S. in Computer Science
3. Bachelor of Social Work

II. Housekeeping: Change in Degree Requirements

Bachelor of Arts in History

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

Curricular Designation/Number	Add/Drop/Change	Course Title	Credit Hours
Anthropology 091	Add	Introductory Topics in Anthropology	3
Anthropology 135	Change in description	Old World Archaeology	3
Mathematics 20	Change in prerequisite, description	Contemporary Mathematics	3
Mathematics 30	Change in prerequisite	College Algebra	3
Mathematics 50	Change in prerequisite	Structure of Mathematical Systems I	3
Mathematics 80	Change in Prerequisite	Analytic Geometry and Calculus I	5
Mathematics 100	Change in prerequisite	Basic Calculus	3
Mathematics 102	Change in prerequisite	Finite Mathematics I	4
Mathematics 105	Change in prerequisite	Basic Probability and Statistics	3
Computer Science 275	Change in title, description	Advanced UNIX and C++ (formerly Advanced Programming Techniques in C)	3
Probability and Statistics 31	Change in description	Elementary Statistical Methods	3
Probability and Statistics 132	Change in prerequisite, description	Applied Statistics I	3

PROPOSED REVISIONS TO SENATE OPERATING RULES

Current Version:

4. "Attendance at meetings by senators is mandatory and obligatory. Failing to attend invokes the penalties of conscience and self-castigation."

Proposed Change:

4. "Senators will initial an attendance sheet at the back of the room when they enter a Senate meeting. The records of attendance will be posted on the Senate web site and the URL of that web site will be prominently displayed on ballots for election of Senators."

Rationale:

The Bylaws and Rules Committee feels that Senate attendance is a serious obligation of those elected.

Current Version:

5. "Any new business must be distributed to all Senate members at least five days before a meeting. This rule does not apply to committee reports, although committees are encouraged to circulate reports prior to the meeting."

Proposed Change:

5. "The agenda for the Senate and its attachments shall be placed in the campus mail to Senators no later than Thursday before a Tuesday Senate meeting. The agenda shall be posted on the Senate web site no later than Friday before a Tuesday Senate meeting."

Rationale:

This confusing rule has, in the past, even been used to prevent introduction of **any** new business. The Bylaws and Rules Committee thinks it important that Senators have as much information as possible before Senate meetings in order to deliberate effectively, but feels that there are adequate parliamentary safeguards to prevent reckless disposition of unanticipated items arising from the floor.

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

MBG

(Do Not Write in This Space)

ROUTING: initials/date

Academic Affairs	LMM/5-19-98
Graduate School (if applicable)	____/____
Senate C&I	____/____
Senate	____/____
Academic Affairs	____/____

Biology
Department

Signed: Robert Darby
Department Chair

March 9, 1998
Date

Arts & Sciences
School or College

Signed: Martin Sage/JC
Dean

5-6-98
Date

Undergraduate Certificate in Biotechnology
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) 134 and year 1997-98 of most recent Bulletin listing.

Current Bulletin listing:	Proposed Bulletin listing:	Rationale:
	Undergraduate Certificate in Biotechnology 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. **Requirements** 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: **Biology 216**, Microbiology **Biology 218**, Microbiology Laboratory **Biology 226**, Genetics Laboratory	SEN: 7/88

Page number(s) 134 and year 1997-98 of most recent Bulletin listing.

Current Bulletin listing:	Proposed Bulletin listing:	Rationale:
Biology 278, Biological Chemistry Laboratory **Biology 328**, Techniques in Molecular Biology	**Biology 228**, Introduction to Biotechnology **Biology 375**, Techniques in Biochemistry **One of the following two courses:** **Biology 326**, Gene Expression in Eukaryotes **Biology 338**, Gene Expression in Prokaryotes	Addition of required new course. Number and name change already approved for laboratory course
One of the following four courses: **Biology 317**, Immunobiology **Biology 335**, Molecular Cell Biology **Biology 334**, Virology **Biology 376**, Topics in Biological Chemistry, or **Chem 372**, Advanced Biochemistry	**One of the following five courses:** **Biology 317**, Immunobiology **Biology 328**, Techniques in Molecular Biology **Biology 334**, Virology **Biology 335**, Molecular Cell Biology **Biology 376**, Topics in Biological Chemistry, or **Chem 372**, Advanced Biochemistry	Addition of course to allow more flexibility in elective choices for certificate.

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

MRG

Page 1 of 1

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initials/date

ROUTING:
Academic Affairs LMM 5/1/98
Graduate School (if applicable) _____/_____
Senate C&I _____/_____
Senate _____/_____
Academic Affairs _____/_____

Signed: _____
Department — Department Chair — Date

Optometry
Signed: Ralph W P Gaja 4/27/98
School or College — Dean — Date

Doctor of Optometry (O.D.)
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. New addition; *suggest insertion between Grades and Graduate Studies which appear on p. 444 of 1997-98 Bulletin.*

Current Bulletin Listing:	Proposed Bulletin Listing	Rationale:
	Time limitations All of the required courses during the first 6 semesters of the program must be completed within 9 semesters of first course enrollment and all required courses for the O.D. degree must be completed within 6 years after the first course enrollment.	It is necessary to insure that graduates have been educated with the most current knowledge for clinical practice and licensure. The School of Optometry has not explicitly stated this in the catalog, although the Graduate School has done so. We believe that we need both an overall maximum and a maximum time to complete coursework necessary for full patient care.

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

(Do Not Write in This Space)
initials/date

ROUTING:

Academic Affairs	LMM / 5-19-98
Graduate School (if applicable)	/
Senate C&I	/
Senate	/
Academic Affairs	/

Mathematics and Computer Science
Department

Signed Gary Ballew
Department Chair

2/27/98
Date

Arts and Sciences
School or College

Signed Martin Sage / JR
Dean

5-6-98
Date

B.A. in Mathematics, B.S. in Education, B.S. in Applied Mathematics, and B.S. in Computer Science
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
Business Administration Joan Culbell School of Education Kathleen M Haywood

Page number(s) 226-227 and year 1997-98 of the most recent Bulletin listing.

Current Bulletin listing:	Proposed Bulletin listing:	Rationale
Related Area Courses **1) Biology:** **Biology 220**, General Ecology **Biology 222**, General Ecology Laboratory **2) Biology:** **Biology 224**, Genetics **Biology 342**, Population Biology **3) Chemistry:** **Chemistry 11**, Introductory Chemistry I **Chemistry 12**, Introductory Chemistry II **4) Chemistry:**	**Related Area Courses** **1) Biology:** **Biology 220**, General Ecology **Biology 222**, General Ecology Laboratory **2) Biology:** **Biology 224**, Genetics **Biology 342**, Population Biology **3) Chemistry:** **Chemistry 11**, Introductory Chemistry I **Chemistry 12**, Introductory Chemistry II **4) Chemistry:** **Chemistry 231**, Physical Chemistry I	

Chemistry 231, Physical Chemistry I
and another 200-level, or above, chemistry course.
5) Computer Science
Computer Science 225, Data Structures and Problem Solving, and one of either
240, Computer Hardware and Small Computer Systems I,
or
313, Analysis of Algorithms

6) Economics:
Economics 365, Introduction to Econometrics,
and one of either:
Economics 366, Applied Econometrics or
Economics 367, Econometric and Time Series Forecasting

7) Philosophy:
Philosophy 160, Formal Logic
Philosophy 260, Advanced Formal Logic
Philosophy 280, Philosophy of Science

8) Physics:
Physics 111, Physics: Mechanics and Heat
Physics 112, Physics: Electricity, Magnetism, and Optics

9) Physics:
Physics 221, Mechanics
and another 200-level, or above, physics course

10) Business Administration:
Business Administration 375, Operations Research and one of the following:
Business Administration 308, Production and Operations Management
Business Administration 329, Business Forecasting
Business Administration 385, Operations Research II
Business Administration 487, Advanced Operations Research Applications (with consent of the School of

and another 200-level, or above, chemistry course.
5) Computer Science
Computer Science 225, Data Structures and Problem Solving, and one of either
240, Computer Hardware and Small Computer Systems I,
or
313, Analysis of Algorithms

6) Economics:
Economics 365, Introduction to Econometrics,
and either:
Economics 366, Applied Econometrics or
Economics 367, Econometric and Time Series Forecasting

7) Philosophy:
Philosophy 160, Formal Logic
Philosophy 260, Advanced Formal Logic
Philosophy 280, Philosophy of Science

8) Physics:
Physics 111, Physics: Mechanics and Heat
Physics 112, Physics: Electricity, Magnetism, and Optics

9) Physics:
Physics 221, Mechanics
and another 200-level, or above, physics course

10) Business Administration:
Two of the following courses:
Business Administration 308A, Production and Operations Management
Business Administration 308B, Production and Operations Management - Logistics
Business Administration 308C, Production and Operations Management - Manufacturing
Business Administration 308D, Production and Operations Management - Service Systems

Business Administration requested a revision of this related area.

Business Administration)
Business Administration 483, Production and Operations Management (with consent of the School of Business Administration)

11) Engineering:
Engineering 144, Statics
Engineering 145, Dynamics

Business Administration 329, Business Forecasting
Business Administration 330, Quality Assurance in Business
Business Administration 375, Operations Research
Business Administration 385, Operations Research II

11) Engineering:
Engineering 144, Statics
Engineering 145, Dynamics

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

Page 1 of 1

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ROUTING:
Academic Affairs Lmm / 5-19-
Graduate School (if applicable) ___/___
Senate C&I ___/___
Senate ___/___
Academic Affairs ___/___

Social Work
Department

Signed: Joan Hashimi
Department Chair

2/13/98
Date

Arts and Sciences
School or College

Signed: Martin Sage /JC
Dean

5-6-98
Date

Bachelor of Social Work
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
Social Work Joan Hashimi Sociology Kathleen Van Q Criminology and Criminal Justice Political Science C. Kerfeld Psychology Dan Bump
✓Women's and Gender Studies Pamela Sumner Anthropology Economics Sharon Lewis

Page number(s) 290 and year 1997/98 of most recent Bulletin listing.

Current Bulletin listing:	Proposed Bulletin listing:	Rationale:
At least nine additional hours must be taken in social work, sociology, political science, psychology, 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.	**Related Area Requirements** The following courses, or their alternatives, are required: Biology 1, General Biology, or Biology 11, Introductory Biology I Econ 40, Introduction to the American Economy PolSci 11, Introduction to American Politics Psych 3, General Psychology Sociology 10, Introduction to Sociology Sociology/Psych 160, Social Psychology Sociology 220, Sociological Statistics Either Sociology 230, Research Methods and Sociology 231, Research Methods Lab or Social Work 330, Research Design in Social Work and one additional biology course from the following: 110, Human Biology 113, Human Physiology and Anatomy 115, Human Heredity and Evolution 120, Environmental Biology 140, Female Sexuality At least nine additional hours must be taken in social work, sociology, political science, psychology, women's 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.	We wish to include courses from the Institute for Women's and Gender Studies as an alternative for our required electives.

SEN: 7/88

Cannot Attend Executive Meeting
Tuesday, October 27, 3:00 p.m., 411 Woods Hall

1. Paul Rath
2. Van Reidhead
3. Hal Harris
4. Silvia Macleo
5. Jean Bachman
6. Chancellor Sanhill (Jack Nelson)
7. Jael Martinich
8. Fred William For Susan Sanchez

NOEL-LEVITZ STUDENT SATISFACTION INVENTORY

THE INSTRUMENT

- 116 items: 98 items rate importance and/or level of satisfaction; 18 are demographic and general
- 10 items can be custom designed by the institution
- Sample will be approximately 2,500 students—sampled in proportion to enrollment by College/School and class level.
- Instrument takes approximately 25 minutes to complete.
- The instrument can either be, a) administered in classrooms or, b) handed out, taken home and collected the next class period.
- Incentives will be offered for completing the instrument.

WHAT WILL THE INVENTORY TELL US?

- The report differs from most others, in that it includes students' ratings for both their expectations ("importance") and "satisfaction," as well as the "gap" between them.
- It compares our institution's to national data.
- Sub-groups within our students can also be looked at and compared.
- Results are organized into 12 Scales:
    1. Academic advising (comprehensiveness, competence, concern for the individual)
    2. Campus climate (pride and belonging)
    3. Campus life (policies/procedures and student activities, athletics)
    4. Campus support services (support programs)
    5. Concern for the individual ("care"/ "personal touch")
    6. Instructional effectiveness (curriculum, commitment to excellence, classroom experience)
    7. Recruitment and financial aid
    8. Registration effectiveness
    9. Responsiveness to diverse populations
    10. Safety and Security
    11. Service excellence (quality of services, concern for the individual)
    12. Student centeredness

HOW WILL THE DATA BE USED?

- Increase our understanding of the expectations and needs of today's students
- Contribute to institutional research/assessment
- Guide enrollment management efforts
- Set student retention agenda
- Develop recruiting and marketing strategies
- Provide baseline data for future interventions
- Target the needs of specific groups of students
- Provide feedback to faculty, staff and students
- Follow up with focus groups (look "gaps" between expectations and satisfaction.)

11/30/98

USAGroup NoelLevitz

STUDENT SATISFACTION INVENTORY™

4-Year College and University Version

SAMPLE

Copyrighted items and materia

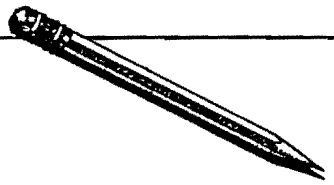
Dear Student,

Your institution is interested in systematically listening to its students. Therefore, your thoughtful and honest responses to this inventory are very important.

You are part of a sample of students carefully selected to share feedback about your college experiences thus far. Your responses will give your campus leadership insights about the aspects of college that are important to you as well as how satisfied you are with them.

To preserve confidentiality, your name is not requested.

— Thank you for your participation.



Instructions:

- Use a No. 2 pencil only. Please do not use ink or ballpoint pen.
- Erase changes completely and cleanly.
- Completely darken the oval that corresponds to your response.

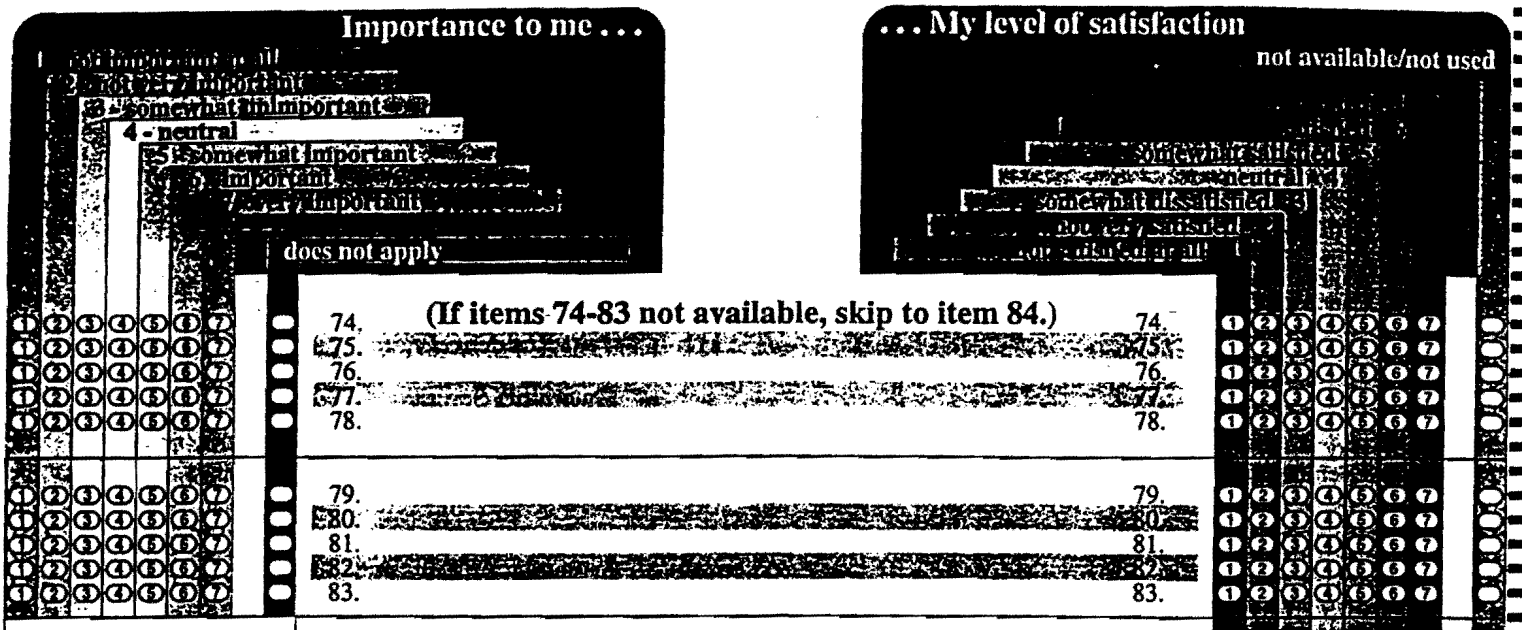
Each item below describes an expectation about your experiences on this campus. On the *left*, tell us how <u>important</u> it is for our institution to meet this expectation. On the *right* tell us how <u>satisfied</u> you are that your institution has met this expectation.

Importance to me . . .		. . . My level of satisfaction
1 not important at all 2 not very important 3 somewhat unimportant 4 neutral 5 somewhat important 6 important 7 very important does not apply		not available/not used 1 not satisfied at all 2 not very satisfied 3 somewhat unsatisfied 4 neutral 5 somewhat satisfied 6 satisfied 7 very satisfied
	1. Most students feel a sense of belonging here.	
	2. The campus staff are caring and helpful.	
	3. Faculty care about me as an individual.	
	4. Admissions staff are knowledgeable.	
	5. Financial aid counselors are helpful.	
	6. My academic advisor is approachable.	
	7. The campus is safe and secure for all students.	
	8. The content of the courses within my major is valuable.	
	9. A variety of intramural activities are offered.	
	10. Administrators are approachable to students.	
	11. Billing policies are reasonable.	
	12. Financial aid awards are announced to students in time to be helpful in college planning.	
	13. Library staff are helpful and approachable.	
	14. My academic advisor is concerned about my success as an individual.	
	15. The staff in the health services area are competent.	
	16. The instruction in my major field is excellent.	
	17. Adequate financial aid is available for most students.	
	18. Library resources and services are adequate.	
	19. My academic advisor helps me set goals to work toward.	
	20. The business office is open during hours which are convenient for most students.	

PLEASE DO NOT MARK IN THIS AREA

Importance to me . . .		. . . My level of satisfaction	
1 - not important at all 2 - not very important 3 - somewhat unimportant 4 - neutral 5 - somewhat important 6 - important 7 - very important does not apply		not available/not used satisfied somewhat satisfied neutral somewhat dissatisfied not very satisfied not satisfied at all	
D ② ③ ④ ⑤ ⑥ ⑦	21. The amount of student parking space on campus is adequate.	① ② ③ ④ ⑤ ⑥ ⑦	
D ② ③ ④ ⑤ ⑥ ⑦	22. Counseling staff care about students as individuals.	① ② ③ ④ ⑤ ⑥ ⑦	
D ② ③ ④ ⑤ ⑥ ⑦	23. Living conditions in the residence halls are comfortable (adequate space, lighting, heat, air conditioning, telephones, etc.).	① ② ③ ④ ⑤ ⑥ ⑦	
D ② ③ ④ ⑤ ⑥ ⑦	24. The intercollegiate athletic programs contribute to a strong sense of school spirit.	① ② ③ ④ ⑤ ⑥ ⑦	
D ② ③ ④ ⑤ ⑥ ⑦	25. Faculty are fair and unbiased in their treatment of individual students.	① ② ③ ④ ⑤ ⑥ ⑦	
D ② ③ ④ ⑤ ⑥ ⑦	26. Computer labs are adequate and accessible.	① ② ③ ④ ⑤ ⑥ ⑦	
D ② ③ ④ ⑤ ⑥ ⑦	27. The personnel involved in registration are helpful.	① ② ③ ④ ⑤ ⑥ ⑦	
D ② ③ ④ ⑤ ⑥ ⑦	28. Parking lots are well-lighted and secure.	① ② ③ ④ ⑤ ⑥ ⑦	
D ② ③ ④ ⑤ ⑥ ⑦	29. It is an enjoyable experience to be a student on this campus.	① ② ③ ④ ⑤ ⑥ ⑦	
D ② ③ ④ ⑤ ⑥ ⑦	30. Residence hall staff are concerned about me as an individual.	① ② ③ ④ ⑤ ⑥ ⑦	
D ② ③ ④ ⑤ ⑥ ⑦	31. Males and females have equal opportunities to participate in intercollegiate athletics.	① ② ③ ④ ⑤ ⑥ ⑦	
D ② ③ ④ ⑤ ⑥ ⑦	32. Tutoring services are readily available.	① ② ③ ④ ⑤ ⑥ ⑦	
D ② ③ ④ ⑤ ⑥ ⑦	33. My academic advisor is knowledgeable about requirements in my major.	① ② ③ ④ ⑤ ⑥ ⑦	
D ② ③ ④ ⑤ ⑥ ⑦	34. I am able to register for classes I need with few conflicts.	① ② ③ ④ ⑤ ⑥ ⑦	
D ② ③ ④ ⑤ ⑥ ⑦	35. The assessment and course placement procedures are reasonable.	① ② ③ ④ ⑤ ⑥ ⑦	
D ② ③ ④ ⑤ ⑥ ⑦	36. Security staff respond quickly in emergencies.	① ② ③ ④ ⑤ ⑥ ⑦	
② ③ ④ ⑤ ⑥ ⑦	37. I feel a sense of pride about my campus.	① ② ③ ④ ⑤ ⑥ ⑦	
② ③ ④ ⑤ ⑥ ⑦	38. There is an adequate selection of food available in the cafeteria.	① ② ③ ④ ⑤ ⑥ ⑦	
② ③ ④ ⑤ ⑥ ⑦	39. I am able to experience intellectual growth here.	① ② ③ ④ ⑤ ⑥ ⑦	
② ③ ④ ⑤ ⑥ ⑦	40. Residence hall regulations are reasonable.	① ② ③ ④ ⑤ ⑥ ⑦	
② ③ ④ ⑤ ⑥ ⑦	41. There is a commitment to academic excellence on this campus.	① ② ③ ④ ⑤ ⑥ ⑦	
② ③ ④ ⑤ ⑥ ⑦	42. There are a sufficient number of weekend activities for students.	① ② ③ ④ ⑤ ⑥ ⑦	
② ③ ④ ⑤ ⑥ ⑦	43. Admissions counselors respond to prospective students' unique needs and requests.	① ② ③ ④ ⑤ ⑥ ⑦	
② ③ ④ ⑤ ⑥ ⑦	44. Academic support services adequately meet the needs of students.	① ② ③ ④ ⑤ ⑥ ⑦	
② ③ ④ ⑤ ⑥ ⑦	45. Students are made to feel welcome on this campus.	① ② ③ ④ ⑤ ⑥ ⑦	
② ③ ④ ⑤ ⑥ ⑦	46. I can easily get involved in campus organizations.	① ② ③ ④ ⑤ ⑥ ⑦	
② ③ ④ ⑤ ⑥ ⑦	47. Faculty provide timely feedback about student progress in a course.	① ② ③ ④ ⑤ ⑥ ⑦	
② ③ ④ ⑤ ⑥ ⑦	48. Admissions counselors accurately portray the campus in their recruiting practices.	① ② ③ ④ ⑤ ⑥ ⑦	
② ③ ④ ⑤ ⑥ ⑦	49. There are adequate services to help me decide upon a career.	① ② ③ ④ ⑤ ⑥ ⑦	
② ③ ④ ⑤ ⑥ ⑦	50. Class change (drop/add) policies are reasonable.	① ② ③ ④ ⑤ ⑥ ⑦	
② ③ ④ ⑤ ⑥ ⑦	51. This institution has a good reputation within the community.	① ② ③ ④ ⑤ ⑥ ⑦	
② ③ ④ ⑤ ⑥ ⑦	52. The student center is a comfortable place for students to spend their leisure time.	① ② ③ ④ ⑤ ⑥ ⑦	
② ③ ④ ⑤ ⑥ ⑦	53. Faculty take into consideration student differences as they teach a course.	① ② ③ ④ ⑤ ⑥ ⑦	
② ③ ④ ⑤ ⑥ ⑦	54. Bookstore staff are helpful.	① ② ③ ④ ⑤ ⑥ ⑦	
② ③ ④ ⑤ ⑥ ⑦	55. Major requirements are clear and reasonable.	① ② ③ ④ ⑤ ⑥ ⑦	
② ③ ④ ⑤ ⑥ ⑦	56. The student handbook provides helpful information about campus life.	① ② ③ ④ ⑤ ⑥ ⑦	
② ③ ④ ⑤ ⑥ ⑦	57. I seldom get the "run-around" when seeking information on this campus.	① ② ③ ④ ⑤ ⑥ ⑦	
② ③ ④ ⑤ ⑥ ⑦	58. The quality of instruction I receive in most of my classes is excellent.	① ② ③ ④ ⑤ ⑥ ⑦	
② ③ ④ ⑤ ⑥ ⑦	59. This institution shows concern for students as individuals.	① ② ③ ④ ⑤ ⑥ ⑦	
② ③ ④ ⑤ ⑥ ⑦	60. I generally know what's happening on campus.	① ② ③ ④ ⑤ ⑥ ⑦	
② ③ ④ ⑤ ⑥ ⑦	61. Adjunct faculty are competent as classroom instructors.	① ② ③ ④ ⑤ ⑥ ⑦	
② ③ ④ ⑤ ⑥ ⑦	62. There is a strong commitment to racial harmony on this campus.	① ② ③ ④ ⑤ ⑥ ⑦	
② ③ ④ ⑤ ⑥ ⑦	63. Student disciplinary procedures are fair.	① ② ③ ④ ⑤ ⑥ ⑦	
② ③ ④ ⑤ ⑥ ⑦	64. New student orientation services help students adjust to college.	① ② ③ ④ ⑤ ⑥ ⑦	
② ③ ④ ⑤ ⑥ ⑦	65. Faculty are usually available after class and during office hours.	① ② ③ ④ ⑤ ⑥ ⑦	
② ③ ④ ⑤ ⑥ ⑦	66. Tuition paid is a worthwhile investment.	① ② ③ ④ ⑤ ⑥ ⑦	
② ③ ④ ⑤ ⑥ ⑦	67. Freedom of expression is protected on campus.	① ② ③ ④ ⑤ ⑥ ⑦	
② ③ ④ ⑤ ⑥ ⑦	68. Nearly all of the faculty are knowledgeable in their field.	① ② ③ ④ ⑤ ⑥ ⑦	
② ③ ④ ⑤ ⑥ ⑦	69. There is a good variety of courses provided on this campus.	① ② ③ ④ ⑤ ⑥ ⑦	
② ③ ④ ⑤ ⑥ ⑦	70. Graduate teaching assistants are competent as classroom instructors.	① ② ③ ④ ⑤ ⑥ ⑦	
② ③ ④ ⑤ ⑥ ⑦	71. Channels for expressing student complaints are readily available.	① ② ③ ④ ⑤ ⑥ ⑦	
② ③ ④ ⑤ ⑥ ⑦	72. On the whole, the campus is well-maintained.	① ② ③ ④ ⑤ ⑥ ⑦	
② ③ ④ ⑤ ⑥ ⑦	73. Student activities fees are put to good use.	① ② ③ ④ ⑤ ⑥ ⑦	

Your institution may choose to provide you with additional questions on a separate sheet. The section below numbered 74 - 83 is provided as a response area for those additional questions. Continue on to item 84 when you have completed this section.



(If items 74-83 not available, skip to item 84.)

74.
75.
76.
77.
78.
79.
80.
81.
82.
83.

How satisfied are you that this campus demonstrates a commitment to meeting the needs of:

84. Part-time students?
85. Evening students?
86. Older, returning learners?
87. Under-represented populations?
88. Commuters?
89. Students with disabilities?

How important were each of the following factors in your decision to enroll here?

90. Cost.
91. Financial aid
92. Academic reputation
93. Size of institution
94. Opportunity to play sports
95. Recommendations from family/friends
96. Geographic setting
97. Campus appearance
98. Personalized attention prior to enrollment

Choose the one response that best applies to you and darken the corresponding oval for each of the questions below.

99. **So far, how has your college experience met your expectations?**
① Much worse than I expected
② Quite a bit worse than I expected
③ Worse than I expected
④ About what I expected
⑤ Better than I expected
⑥ Quite a bit better than I expected
⑦ Much better than I expected

100. **Rate your overall satisfaction with your experience here thus far.**
① Not satisfied at all
② Not very satisfied
③ Somewhat dissatisfied
④ Neutral
⑤ Somewhat satisfied
⑥ Satisfied
⑦ Very satisfied

101. **All in all, if you had it to do over again, would you enroll here?**
① Definitely not
② Probably not
③ Maybe not
④ I don't know
⑤ Maybe yes
⑥ Probably yes
⑦ Definitely yes

CONTINUE TO THE NEXT PAGE

Choose the one response that best describes you and darken the corresponding oval for each of the items below.

102. Gender:
① Female
② Male

103. Age:
① 18 and under
② 19 to 24
③ 25 to 34
④ 35 to 44
⑤ 45 and over

104. Ethnicity/Race:
① African-American
② American Indian or Alaskan Native
③ Asian or Pacific Islander
④ Caucasian/White
⑤ Hispanic
⑥ Other
⑦ Prefer not to respond

105. Current Enrollment Status:
① Day
② Evening
③ Weekend

106. Current Class Load:
① Full-time
② Part-time

107. Class Level:
① Freshman
② Sophomore
③ Junior
④ Senior
⑤ Special Student
⑥ Graduate/Professional
⑦ Other

108. Current GPA:
① No credits earned
② 1.99 or below
③ 2.0 - 2.49
④ 2.5 - 2.99
⑤ 3.0 - 3.49
⑥ 3.5 or above

109. Educational Goal:
① Associate degree
② Bachelor's degree
③ Master's degree
④ Doctorate or professional degree
⑤ Certification (initial or renewal)
⑥ Self-improvement/pleasure
⑦ Job-related training
⑧ Other

110. Employment:
① Full-time off campus
② Part-time off campus
③ Full-time on campus
④ Part-time on campus
⑤ Not employed

111. Current Residence:
① Residence hall
② Fraternity / Sorority
③ Own house
④ Rent room or apartment off campus
⑤ Parent's home
⑥ Other

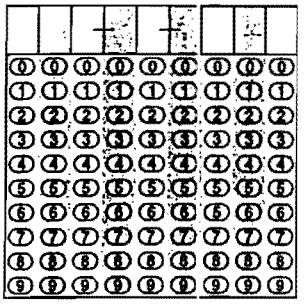
112. Residence Classification:
① In-state
② Out-of-state
③ International (not U.S. citizen)

113. Disabilities:
Physical disability or a diagnosed learning disability?
① Yes
② No

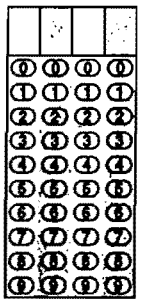
114. When I entered this institution, it was my:
① 1st choice
② 2nd choice
③ 3rd choice or lower

Your Social Security Number is requested for research purposes and will not appear on any report.

Social Security Number:
Write your Social Security number in the nine spaces of the box provided. Completely darken the corresponding oval.



115. Major:
Fill in major code from list provided by your institution.



116. Item requested by your institution:
①
②
③
④
⑤
⑥

Thank you for taking the time to complete this inventory.
Please do not fold.

1110852

SENATE OPERATING RULES
(As of November 3, 1998)

1. The grade point average used to determine student eligibility for service on the Senate and on committees shall be the overall cumulative grade point average reflected in CICS5.

2. For committees requiring representation from specific divisions of the College of Arts and Sciences, departments within the College shall be categorized as follows: Humanities -- Art, English, Foreign Languages and Literatures, Music, Philosophy; Social Sciences -- Anthropology, Communication, Criminology and Criminal Justice, Economics, History, Political Science, Psychology, Social Work, Sociology; Science/Mathematics -- Biology, Chemistry, Mathematics and Computer Science, Physics and Astronomy.

3. The Senate shall meet on the second Tuesday of each month during the academic year when practicable.

4. Attendance at meetings by senators is mandatory and obligatory. Failing to attend invokes the penalties of conscience and self-castigation.

5. The agenda for the Senate and its attachments shall normally be placed in the campus mail to Senators no later than Thursday before a Tuesday Senate meeting. The agenda shall normally be posted on the Senate web site no later than Friday before a Tuesday Senate meeting.

6. Committee reports should (a) be filed with the Secretary of the Senate in advance of or at the meeting where actions are presented; (b) include the names of committee members; (c) present motions only as a part of the report.

7. A report from the Chancellor shall be presented at each meeting of the Senate. The report shall include information on action taken as a result of Senate recommendations.

8. Minutes of the Senate meetings should include motions as presented, with a summary of the main points of the discussion.

9. All members of the Faculty and student senators shall receive a copy of the Senate committee membership roster.

10. The budget for athletics shall be recorded as information to the Senate.

11. All students, irrespective of their status as elected, appointed, or ex officio members of the Senate and/or Senate committees, are required to satisfy the eligibility requirements stated in the bylaws during the entire period of their service. Elected and appointed students will be replaced in accordance with the bylaws if they fail to satisfy all requirements. Ex officio students will not be recognized by the Senate if they fail to satisfy all requirements. A qualified replacement may be appointed by the Senate Chairperson to serve until such time as the ex officio student meets the stated requirements.

12. Only voting members of the Senate may vote at meetings of the Senate. Proxy voting is prohibited.

13. Only voting members of Senate committees may vote at committee meetings. Proxy voting is prohibited.

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 8, 1998, in 72 J.C. Penney.

I. Approval of Minutes from Previous Meeting

II. Report from the Senate Chair -- Jeanne Morgan Zarucchi

III. Report from the Chancellor -- Chancellor Touhill

IV. Report from the Faculty Council Presiding Officer -- Dennis Judd
Discussion of Performing Arts Center
Campus Budget Process

V. Report from Intercampus Faculty Council -- Jeanne Morgan Zarucchi
Grievance Procedures

VI. Reports from Standing Committees:

A. ATP -- Rocco Cottone
Update on ATP Activities

B. Assessment -- Helene Sherman
Student Expectations and Satisfaction Survey

C. Budget and Planning -- Chancellor Touhill

D. Bylaws and Rules -- William Long
Drafted Resolution - Status of Non-Regulars ***(See Attached)***

E. University Libraries -- Harold Harris
Storm Damage to the Central Depository

VII. Other Business

VIII. In Executive Session: Report from Honorary Awards Committee -- Vice Chancellor Kathleen Osborn

Attachment:
1) Draft Resolution - Status of Non-Regulars

an equal opportunity institution

DRAFT

UM-ST. LOUIS
BYLAW AMENDMENT

Status of Non-Regulars

"Faculty" is defined by the Curators as full time regular faculty in section 11A, as follows:

Current Version:

300.040 A.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.

We cannot alter that definition, but we could modify section C.1 which currently reads as follows:

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.

To revise the section we could simply add the phrase:

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.

University of Missouri St. Louis

Senate

8001 Natural Bridge Road
St. Louis, Missouri 63121-4499

UNIVERSITY SENATE
UM-St. Louis

Meeting Agenda
September 8, 1998

I. Report from the Senate Chair -- Jeanne Morgan Zarucchi
Recognition of Joan Arban

II. Report from the Chancellor -- Chancellor Blanche Touhill

III. Report from the Faculty Council Presiding Officer -- Dennis Judd
Impact of Performing Arts Center

IV. Report from Intercampus Faculty Council -- Silvia Madeo
Agenda for 1998-99, Grievance Procedures Revision

V. Reports from Standing Committees:

A. Budget and Planning -- Chancellor Touhill
Performing Arts Center

B. Computing -- Susan Sanchez
Computer Enhancement Money

C. Research -- Fred Willman
Competition Guidelines and Deadlines

D. University Libraries -- Hal Harris
Consultant Visit

E. Committee on Committees -- Gail Ratcliff
Ballot for Committee Replacements ***(Action Item)***

F. Executive Committee -- Jeanne Morgan Zarucchi
Ad Hoc Committee Report on Status of Non-Regular Faculty
Ballot for Advisory Committee to Vice Chancellor Nelson ***(Action Item)***

G. Curriculum & Instruction -- Dave Ganz
Student Grade Appeal Revision ***(Action Item)***

VI. Other Business

September 8, 1998

THE PRESIDING OFFICER'S REPORT TO THE SENATE

TO: Jeanne Morgan Zarucchi, Senate Chair

FROM: Dennis Judd, Presiding Officer, Faculty Council

The Steering Committee of the Faculty Council met on August 27, 1998, to discuss this year's Council agenda. The first meeting of the Council will be held September 10, 1998. Normally, the meetings are held the first Thursday of each month. I want to remind all members of the campus community that meetings of the Faculty Council are open to everyone. A schedule of meetings for the year are attached to this report.

The Steering Committee discussed several possible agenda items. The overwhelming sentiment was that the Council's first priority should be to discuss the potential impact of the proposed Performing Arts Center on the campus's priorities and programs. Thus, the October and November meetings, and perhaps more, will be devoted to that topic.

At a meeting of the Senate Budget and Planning Committee on July 8, the administration presented a consultant's draft report submitted by AMS Planning & Research titled, "Operating Forecast, University of Missouri-St. Louis Performing Arts Facilities." Several questions and concerns were raised by faculty members at that meeting. The Council's discussions will focus upon that report. Members of the Steering Committee also expressed the view that the Budget and Planning Committee should meet again, now that the new academic year has begun, to discuss the consultant's report. The committee passed a resolution asking the Chancellor to convene a meeting of the Budget and Planning Committee as soon as possible for that purpose.

I will make copies of the consultant's report to anyone who requests it, and will also post it as an attachment on the Faculty Council web site. I have attached an additional informational page to this report for anyone who wants to read some of the concerns expressed at this summer's meeting of the Senate Budget and Planning Committee.

September 8, 1998 ATTACHMENT TO PRESIDING OFFICER'S REPORT

Several important concerns were expressed at the July 8 meeting of the Senate Budget and Planning Committee. This list is far from exhaustive; however, I believe the following points were the leading concerns expressed at the meeting, and I offer them here to promote further discussion.

1. REVENUES AND COSTS: BASE YEAR BUDGET. For years two through five it is projected that the annual income for the building will be about $1.79 million, while the expenses will exceed $2.475 million. Two sources are assumed to cover the gap of $1.296 million. First, it is assumed that the state will provide a rate-dollar (continuing) budgetary increase of 1,051,115 to help cover operating costs. However, only 26 percent of the rental revenue from the two main halls (a 1,650 seat performance hall and a 300-seat Music and Theater Hall) will come from UMSL programs and events. Only 35% of the days' scheduled for the 1,650 performance hall will be academic-student. Last year President Pacheco indicated that he would support state funding only for that proportion of the PAC that is related to educational mission and activities. This puts the consultant's estimate in some doubt. At the request of the Steering Committee of the Faculty Council I have sent a letter to President Pacheco to clarify this issue.

The second major source of projected revenues is said to come from commercial rentals, with Fox Associates being the largest single renter of space. As noted above, the commercial or community use of the PAC will far outweigh use by campus programs and academic units. Many faculty members have expressed concerns that the PAC does not seem to be designed principally for the campus.

2. THE GAP BETWEEN REVENUES AND COSTS: START-UP. The report by AMS Planning & Research, "Operating Forecast, University of Missouri-St. Louis Performing Arts Facilities," projects costs and revenues for a Base Year Budget (Year 3). No estimates are provided for the first two years; as indicated in the report, "No allowance has been made for additional 'start-up' funds that will be required..." The report does state that roughly $670,000 will be needed to fund the salaries and benefits for staff for those two years. The salaries stated in the report may be too low to attract qualified people (the director of the performance hall, for example, would make $55,000 per year, with other personnel making far less). In addition, nothing has been added into this estimate for any other expenses (office expenses, furniture, travel, etc.).

3. CAMPUS PRIORITIES. No allowance has been made in the consultant's report for the resources that will have to be devoted to building the Music and Theatre programs to get them ready to fill dates in the PAC. Solid information is needed on the scale of the new investments needed.

4. ESTIMATED ATTENDANCE AT EVENTS. For most University-related events, (e.g., mock trials, debates, music and theater performances), the consultant assumed that most events would draw more than 800 people to the main performance hall. These estimates appear to bear no relationship to past attendance at similar events, which typically have drawn fewer than 100 people. If the constultants' estimates are unduly optimistic, University use of the large performance hall may turn out to be a rare event.

Proposed Revision
Student Grade Appeal Procedure

Existing Bulletin text (1998-99, pp. 480-81):

Grievance About Grade
Recourse for a Student Who has a Grievance About a Given Grade

The following grievance procedure is to be followed by any student who believes he/she has received an unjustified grade in a course and wants a review of the matter. It is to be understood that the establishment of criteria for grades is the responsibility of the instructor. The purpose of this grievance procedure is to determine whether the criteria for grading were fairly applied. If these procedures lead to the conclusion that the grading criteria were improperly applied, then the instructor is to be requested to reconsider the grade.

1. The student's first recourse is to review the issue fully with the instructor involved and then with the department chairperson. This must be done within, at most, one month after the beginning of the succeeding regular academic semester.

2. If the issue has not been resolved within, at most, two weeks, the student should bring the matter to the dean of the College or School for adjudication by whatever appeals committee the dean's office has established. It is anticipated that nearly all cases would be settled at the department or College or School level.

3. A student may take his/her case to the Chancellor.

Note: If a student believe[s] the grade is a result of discrimination, see the Discrimination Grievance Procedure for Students.

Proposed Bulletin Text:

Grade Appeals

The following procedure is to be followed by any student who believes he/she has received an unjustified grade (a letter grade, DL or Y) in a course and wants a review of the matter. It is to be understood that the establishment of criteria for grades and the assignment of grades is the responsibility of the instructor, and that only the course instructor may make a change in grade, with the single exception that the administrative officer in the instructor's department/discipline unit (e.g., the department chairperson), upon recommendation of a faculty committee, and in accordance with paragraph 3a) below, may change the grade. The primary purpose of the procedure is to assure that the criteria for grading are fairly applied.

1. Within one month after the beginning of the succeeding regular semester, the student must first discuss the grade fully with the course instructor. The student should prepare for this meeting by taking all relevant written work (tests, reports), etc. with him/her. If the issue is not resolved, the student may then appeal the grade to an administrative officer of the department/discipline unit (AOD) normally below the level of the Dean. The AOD will discuss it with the course instructor, and will inform the student of the result of this discussion.

2. If the matter still remains unresolved, the student must, within 10 calendar days of being notified of the result of the discussion between the AOD and the instructor, submit a detailed written statement of the complaint to the AOD. The AOD will refer it to an ad hoc faculty committee composed of at least three faculty members in the course instructor's department or in closely allied fields. The 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 days. After further consideration, but within 30 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 AOD.

3. a) If the faculty committee finds that the criteria for grading were not fairly applied, and recommends that the grade be changed, the AOD will ask the instructor to implement the recommendation. If the instructor declines, the AOD will change the grade, notifying the instructor and the student of this action. Only the AOD, upon the written recommendation of the faculty committee, will have the authority to effect a change in grade over the objection of the instructor who assigned the original grade.

   b) If the faculty committee recommends that the grade not be changed, the AOD will notify the student of this action. The student may then appeal to the Dean of the School or College, who will determine whether the above procedures have been properly observed. If the Dean determines that the procedures have been followed, the grade will not be changed and this ends the appeal process. If not, the case will be returned to the faculty committee for reconsideration.

4. If the grade of DL or Y is changed to a letter grade by the course instructor or the registrar, the student may appeal that grade in accordance with the procedures above.

5. In the event the course instructor is deceased, cannot be located, or is otherwise unable to reconsider the grade, the above procedures will be followed, except that the student, the AOD, and the faculty committee will not confer with the instructor.

Executive Committee

Jim Avery, SGA President, (O)
Joyce Corey, Senate Secretary, (O)
Dennis Judd, Faculty Council Presiding Officer, (O)
Jeanne Morgan Zarucchi, Senate Chairperson, (O), Chairperson
Plus one IFC member, (O) -- non-voting
Paul Roth
Silvia Madeo
Plus Chairperson, Athletics Committee, (O) -- non-voting
Appointments, Tenure, and Promotion
R. Rocco Cottone, Counseling
Assessment of Educational Outcomes
Helene Sherman, Teaching and Learning
Budget and Planning
Blanche Touhill, Chancellor
Bylaws and Rules
William Long, Optometry
Committee on Committees
Gail Ratcliff, Mathematics and Computer Science
Computing
Susan Sanchez, Business Administration
Curriculum and Instruction
David Ganz, Business Administration
Faculty Teaching and Service Awards
Carol Kohfeld, Political Science
Grievances
Raymond Balbes, Mathematics and Computer Science
International Relations
Gwendolyn Turner, Teaching and Learning
Physical Facilities and General Services
William Connett, Mathematics and Computer Science
Recruitment, Admissions, Retention, and Student Financial Aid
Joseph Martinich, Business Administration
Research - Fall Panel and Winter Panel
Fred Willman, Music
Research Misconduct
Timothy O'Rourke, Educational Leadership and Policy Analysis
Student Affairs
Thomas Albrecht, Student
Student Publications
Van Reidhead, Anthropology
University Libraries
Harold Harris, Chemistry
University Relations
E. Terrence Jones, Political Science
Video and Instructional Technology
Jean Bachman, Nursing

1998-99 SENATE
As of 8/21/98

Faculty 1999
John Anderson
Lawrence Barton(6)
Carl Bassi
Roland Champagne
Sheilah Clarke-Ekong
Scott Decker
David Ganz
Joel Glassman
Richard Rosenfeld
Charles Granger
Harold Harris
Timothy McBride
Charles Korr
Sharon Levin
Ronald Munson
Michael Murray
Timothy O'Rourke
Patricia Resick
J. Martin Rochester
Stephanie Ross
Paul Roth
Arthur Shaffer
L. Douglas Smith
James Tierney
Richard Wright

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

Non-Voting
Staff Assn. President

Faculty 2000
Edward Andalafte
Raymond Balbes
Gary Burger
Robert Calsyn(7)
David Carkeet
R. Rocco Cottone
Bernard Feldman
Kathleen Haywood
John Hylton
Carol Kohfeld
Mary Lacity
Charles Larson(4)
Kimberly Leonard
William Long
Carol Peck
Donald Phares
Lois Pierce(2)
Gail Ratcliff
Van Reidhead
David Ronen
Martin Sage (1)
Victoria Sork
Steven Spaner
Paul Travers
Gwendolyn Turner

Students
Thomas Albrecht
Gail Babcock
David Baugher
Gloria Ebert
Michael Foster
Thomas Holt
Tonya Hutchinson
Terri Kettenbrink(1)
Jacqueline Klump
Mary Lindsley
Ryan Metcalf
Jimmie Parr
Svetlana Podokshik
Paul Puricelli
Dennis Rauscher
Matthew Schaeffer
Angela Schmitt
Ted Seebeck
Stephen Thompson
David Watson
Jennifer Wientge
Steven Wolfe
Paul Wydra
Holly Zell
Sarah Zimmermann

Replacements
(1)Mary Beth Huff

Faculty 2001
Jean Bachman
Mark Burkholder
Margaret Cohen
William Connett
Joyce Corey
Scot Danforth
Susan Feigenbaum
L. Friedman
David Garin(3)
Steven Hause
E. Terrence Jones
Dennis Judd(5)(8)
Sung Soo Kim
Charles Kuehl
Deborah Larson
Joseph Martinich
M. McSweeney
Suzanna Rose
Susan Sanchez
Helene Sherman
M. Sherraden
Bruce Wilking
Jane Williamson
Fred Willman
Jeanne Zarucchi

Temporary Replacements
(1)Teresa Thiel
(2)Miles Patterson
(3)Janet Lauritsen
(4)Ruth Bohan
(5)Peter Wolfe(8)
(6)Albert Camigliano
(7)Gordon Anderson
(8)Wesley Harris

Ballot for Advisory Committee to Vice Chancellor Nelson

This committee will meet informally with Vice Chancellor Nelson. The Senate Executive Committee recommends that committee members represent all divisions of the campus (A&S, Business, Education, Nursing, and Optometry). The Committee recommends also that the members be different from last year's members.

Nominations will be taken from the floor.

1997-98 Committee:

Gary Burger
Mark Burkholder
Peggy Cohen
Susan Feigenbaum
Larry Friedman
Hal Harris
Silvia Madeo
Joe Martinich
Maryellen McSweeney
Herm Smith

Nominees for 1998-99 Committee:

___ Jeanne Zarucchi (Senate Chair / A&S Humanities)

___ Dennis Judd (Faculty Council Presiding Officer / A&S Social Sciences)

___ _____

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(to be considered for approval at 3:00 p.m., Senate meeting on October 6, 1998)

SENATE MINUTES
UM-ST. LOUIS
September 8, 1998
3:00 p.m. 126 J. C. Penney

The meeting was called to order at 3:00 p.m. by Dr. Jeanne Morgan Zarucchi, Senate Chairperson.

Report from the Senate Chair -- Jeanne Morgan Zarucchi
(See Attached)

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

Report from the Faculty Council Presiding Officer -- Dennis Judd
Impact of Performing Arts Center
(See 2 Attachments or Web Site: www.umsl.edu/committees/fcouncil/)

Dr. Judd announced that the Faculty Council passed a resolution asking the Chancellor to convene a meeting of the Budget and Planning to discuss the consultant's report. The Chancellor agreed and a meeting will be planned. Date to be announced.

Report from Intercampus Faculty Council -- Silvia Madeo
Agenda for 1998-99, Grievance Procedures Revisions
(See Attached)

Report from Budget and Planning Committee -- Blanche Touhill
Performing Arts Center
(See Attached)

Report from Computing Committee -- Susan Sanchez
Faculty Desktop Enhancement Initiative
(See Attached)

The following deadlines were announced:
Monday, September 28, 1998 -- Faculty Desktop Enhancement Initiative
Friday, October 30, 1998 -- Instructional Computing Enrichment Initiative

Report from Research Committee -- Fred Willman
Competition Guidelines and Deadlines
(See Attached)

Report from University Libraries Committee -- Hal Harris
Consultant Visit
(See Attached)

Report from Committee on Committees -- David Ronen (for Gail Ratcliff)

The following replacements for Senate committees were elected:

Budget and Planning-Ms. Gail Babcock, Student
Committee on Committees - Deborah Larson, English
Curriculum and Instruction - E. Terrence Jones, Political Science
International Relations - Timothy Wingert, Optometry
Physical Facilities and General Services - Allen Wagner, CCJ
Physical Facilities and General Services - Jack Frank, Student
Research, Fall Panel - Michael Harris, Business
Student Affairs - Nan Sweet, English
University Libraries - Lynn Hankinson-Nelson, Philosophy
University Relations - Kenneth Thomas, Political Science

Report from Executive Committee -- Jeanne Morgan Zarucchi
Ad Hoc Committee Report on Status of Non-Regular Faculty
(See Attached)

The voting senators present agreed to elect a committee of seven faculty members to meet informally with Dr. Nelson. It was agreed that one faculty member would be elected for each major campus division. The following faculty were elected:

Gary Bachman-Optometry
Virginia Drake-Nursing
Wesley Harris-Natural Sciences
Dennis Judd-Social Sciences
David Ronen-Business
Gwen Turner-Education
Jeanne Morgan Zarucchi-Humanities

Report from Curriculum & Instruction -- Dave Ganz
Student Grade Appeal Revision
(See Attached)

Dr. Ganz introduced as an action item the proposed revision of the campus student Grade Appeal Procedure. Dr. Ganz recognized the work done by the Faculty Council Grievance Committee in preparing the draft.

Dr. Martinich proposed adding the word "only" before "upon recommendation of a faculty committee . . . " in paragraph one. The amendment passed. Dr. Martinich proposed deleting the words "Ad Hoc" in paragraph two, describing the faculty appeal committee. This change will allow some units to use an existing standing committee for the appeal process. The amendment passed. Dr. Martinich then proposed requiring a student to file an initial written statement. The amendment was passed that a written statement may be required by the AOD prior to speaking with the instructor. Dr. Cohen proposed eliminating the acronym "AOD" throughout the document. An amendment passed to substitute the phrase "Administrative Officer." Dr. McDaniel clarified that under the new policy, a student may appeal both a non-letter grade and the letter grade to which it may be changed. Dr. Balbes asked how students would be affected who dropped out and returned several years later. A senator responded that this should be treated as a special admissions case. Dr. Haywood proposed specifying timetables as "working" days, and the amendment was passed. Mr. Baugher asked whether a dean would send an appeal back to the original faculty committee, or to another committee. Dr. Ganz replied that this would be left to the discretion of the dean.

The Grade Appeal Policy was approved as amended, without dissent. Dr. Wayne McDaniel expressed thanks to the many people who had contributed to revising the policy. Dr. Kathleen Haywood asked when the policy would go into effect, and Dr. Zarucchi agreed to look into the question on behalf of the Executive Committee.

New Business:

Dr. Rosenfeld commented on the recent resignations of John Blodgett and Linda McDaniel from the Urban Information Center. Dr. Rosenfeld expressed concern about the negative impact and the unexpected nature of these resignations. Chancellor Touhill commented that she had not known of the resignations until after the fact. Dr. Siegel stated that the campus has no intention of closing the UIC.

Completing the business at hand, the Senate adjourned at 4:35 p.m.

Respectfully submitted,

Joyce Corey
Senate Secretary

Attachments:
Report from the Chair
Report from the Chancellor
Reports from the Faculty Council Presiding Officer
Report from the Intercampus Faculty Council
Report from the Budget and Planning Committee
Faculty Desktop Enhancement Initiative
Report from the Research Committee
Report from the Libraries Committee
Report from the Executive Committee
Revision of the Student Grade Appeal Procedure

Report from the Chair

Welcome to the first meeting of the new Senate. I hope that this year will be an active one, and that the Senate will carry out its ideal function as a forum for public debate on issues of campus policy and governance. Thank you in advance for your attendance and participation.

Please note that the meeting date for March will not be the 23rd, as originally announced, since that is the week of spring break. The meeting will be held on March 16.

The new year has also brought a significant change in the Senate organization. I am very pleased to introduce to you the new Administrative Assistant for the Senate, Mrs. Sue English. [....] At the same time, it is a pleasure to be able to honor the person who contributed many years of dedicated service to the Senate as its Executive Assistant. Although Joan Arban has moved upwards to a position as Coordinator of Communication for Administrative Services, she will always be remembered fondly by those of us who had the pleasure to work with her. Please join me now in expressing to Joan our warmest thanks and congratulations.

Report from the Executive Committee

The Senate Executive Committee met on Tuesday, September 1. The committee received the report of the Ad Hoc Committee on the Status of Non-Regulars, which has recommended a change in the Senate by-laws to define faculty as including faculty with non-regular appointments. The proposed change has been sent to the By-Laws and Rules committee for its review and possible action.

The Executive Committee also received a request from Professor James Tierney, to address a conflict between the University rules and regulations and the campus' Faculty Handbook regarding policy on academic dishonesty. Since the Executive Committee is charged with the review of educational policy, it will meet to discuss this issue, and will seek to clarify which version of the policy should be implemented in future cases. Vice Chancellor Nelson has been invited to participate in this discussion.

September 8, 1998

University Senate Report
By Dr. Blanche Touhill

Fall Enrollment

Overall enrollment for fall 1998 will exceed 12,000 students ...representing a 2 percent increase over last year ...and credit hour production will be 3 percent higher than last fall.

This is very good news for this campus. The increase in student credit hours will have a substantial financial benefit for us. In the long run, it will allow us to reduce and then eliminate the cost cuts we have been taking each year. Having more students on campus also enlivens the campus and will help us build the community of scholars that should be at the core of this institution. I want to thank all of those who worked to enhance our fall enrollments.

Student Affairs

We are working hard to enhance student life. A major effort in this direction was the dinner Student Affairs hosted for freshmen on Sunday, August 23rd. Over 500 new students attended this very successful event.

Additionally, we have initiated a program where faculty and freshmen can become acquainted through a series of lunches. We believe these small lunches will create a warmer atmosphere for our students and aid in our retention efforts.

To date, 78 faculty members and 14 members of the Chancellor's Cabinet have volunteered to host lunches. Please contact your department chair if you are interested in participating.

New Programs

Late last spring the CBHE gave final approval for this campus, along with Kansas City and Columbia, to start coordinated M.S.W. programs. We will enroll the first cohort of students in the fall of 1999.

New Staff

We have successfully completed the search for an Associate Vice Chancellor for Academic Affairs. The new Associate Vice Chancellor is Dr. Mary Fitzgerald. Dr. Fitzgerald also will join the English department as a full professor. I invite all of you to join me in welcoming Dr. Fitzgerald.

Task Force on Intellectual Property

The Task Force appointed by Vice Chancellor Nelson to recommend campus policies concerning intellectual property is expected to complete its report this fall. The report will deal with such topics as what rights faculty and the university have to course material developed for on-line courses. The report will go to the appropriate Senate committees for their consideration and later for discussion by the full senate.

Mercantile Library

The campus community will receive invitations this week for the October 2 rededication ceremony of the St. Louis Mercantile Library at the University of Missouri-St. Louis. The short ceremony will be followed by tours of the library's special collections.

Founders Dinner

The annual Founders Dinner will be held Tuesday, October 13, at the Ritz Carlton in Clayton. In addition to ceremonies honoring our faculty and alumni, Tim Russert, moderator of NBC's "Meet the Press," will serve as our featured speaker.

This is a special event for the university and I encourage you to respond quickly when receiving your invitation this week.

State of the University Address

The State of the University Address has been set for 3 p.m. on September 16. At that time, we will be honoring faculty and staff with Chancellor's Awards for Excellence.

ASP

Eileen Heveron has been named the executive director of the University System's Administrative Systems Project. That project is designed to streamline and make more effective the core information systems used in finance, human resources and student services.

Representatives of KPMG-Peat Marwick, who are working with System administration on this project, will be on campus the week of September 21st to meet with IT professionals and the Senate Committee on Computing.

September 8, 1998

THE PRESIDING OFFICER'S REPORT TO THE SENATE

TO: Jeanne Morgan Zarucchi, Senate Chair

FROM: Dennis Judd, Presiding Officer, Faculty Council

The Steering Committee of the Faculty Council met on August 27, 1998, to discuss this year's Council agenda. The first meeting of the Council will be held September 10, 1998. Normally, the meetings are held the first Thursday of each month. I want to remind all members of the campus community that meetings of the Faculty Council are open to everyone. A schedule of meetings for the year are attached to this report.

The Steering Committee discussed several possible agenda items. The overwhelming sentiment was that the Council's first priority should be to discuss the potential impact of the proposed Performing Arts Center on the campus's priorities and programs. Thus, the October and November meetings, and perhaps more, will be devoted to that topic.

At a meeting of the Senate Budget and Planning Committee on July 8, the administration presented a consultant's draft report submitted by AMS Planning & Research titled, "Operating Forecast, University of Missouri-St. Louis Performing Arts Facilities." Several questions and concerns were raised by faculty members at that meeting. The Council's discussions will focus upon that report. Members of the Steering Committee also expressed the view that the Budget and Planning Committee should meet again, now that the new academic year has begun, to discuss the consultant's report. The committee passed a resolution asking the Chancellor to convene a meeting of the Budget and Planning Committee as soon as possible for that purpose.

I will make copies of the consultant's report to anyone who requests it, and will also post it as an attachment on the Faculty Council web site. I have attached an additional informational page to this report for anyone who wants to read some of the concerns expressed at this summer's meeting of the Senate Budget and Planning Committee.

September 8, 1998 ATTACHMENT TO PRESIDING OFFICER'S REPORT

Several important concerns were expressed at the July 8 meeting of the Senate Budget and Planning Committee. This list is far from exhaustive; however, I believe the following points were the leading concerns expressed at the meeting, and I offer them here to promote further discussion.

1. THE GAP BETWEEN REVENUES AND COSTS: START-UP. The report by AMS Planning & Research, "Operating Forecast, University of Missouri-St. Louis Performing Arts Facilities," projects costs and revenues for a Base Year Budget (Year 3). No estimates are provided for the first two years; as indicated in the report, "No allowance has been made for additional 'start-up' funds that will be required..." The report does state that roughly $670,000 will be needed to fund the salaries and benefits for staff for those two years. The salaries stated in the report may be too low to attract qualified people (the director of the performance hall, for example, would make $55,000 per year, with other personnel making far less). In addition, nothing has been added into this estimate for any other expenses (office expenses, furniture, travel, etc.). Inflation is not figured in.

2. REVENUES AND COSTS: BASE YEAR BUDGET. For years two through five it is projected that the annual income for the building will be about $1.79 million, while the expenses will exceed $2.475 million. Two sources are assumed to cover the gap of $1.296 million. First, it is assumed that the state will provide a rate-dollar (continuing) budgetary increase of 1,051,115 to help cover operating costs. However, only 26 percent of the rental revenue from the two main halls (a 1,650 seat performance hall and a 300-seat Music and Theater Hall) will come from UMSL programs and events. Only 35% of the days usage for the 1,650 performance hall will be academic-student. Last year President Pacheco indicated that he would support state funding only for that proportion of the PAC that is related to educational mission and activities. This puts the consultant's estimate in some doubt. To clarify this issue, at the request of the Steering Committee of the Faculty Council I have sent a letter to President Pacheco.

The second major source of projected revenues is said to come from commercial rentals, with Fox Associates being the largest single renter of space. As noted above, the commercial or community use of the PAC will far outweigh use by campus programs and academic units. Many faculty members have expressed concerns that the PAC does not seem to be designed principally for the campus.

3. CAMPUS PRIORITIES. No allowance has been made in the consultant's report for the resources that will have to be devoted to building the Music and Theatre programs to get them ready to fill dates in the PAC. When asked to comment on this issue, Vice-Chancellor Driemeier commented at the July 8 meetings that reallocations would probably have to be made. Solid information is needed on the scale of the new investments needed.

4 ESTIMATED ATTENDANCE AT EVENTS. For most University-related events, (e.g., mock trials, debates, music and theater performances), the consultant assumed that most events would draw more than 800 people to the main performance hall. These estimates appear to bear no relationship to past attendance at similar events, which typically have drawn fewer than 100 people. If the constultants' estimates are unduly optimistic, University use of the large performance hall may turn out to be a rare event.

Report to the Senate
Intercampus Faculty Council
September 8, 1998

Jeanne Zarucchi and I attended the IFC annual retreat June 29 and 30. The major outcome of the meeting was a recommended set of changes to the existing grievance procedures, which will be forwarded to the Board of Curators once feedback has been received from the four campuses of the System. All members of the Senate should have received copies of these proposals. Please pass along your comments to Jeanne Zarucchi, Paul Roth, or Silvia Madeo as soon as possible. The next meeting of the IFC is Thursday September 10.

Respectfully submitted,
Silvia Madeo

Report of the Budget and Planning Committee
September 8, 1998

The Budget and Planning Committee met on July 8, 1998 to review the AMS consulting report entitled, "Operating Forecast, University of Missouri-St. Louis Performing Arts Facilities." Various comments and questions were raised centering on such issues as revenue and cost, ratio of academic to commercial events and state funding. The input, which was made, has been provided to AMS and the response of the consulting firm will be provided to the Budget and Planning Committee at its next meeting.

FACULTY DESKTOP ENHANCEMENT INITIATIVE

FALL DEADLINE: MONDAY, SEPTEMBER 28, 1998

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. There will be two Enhancement Initiative competitions during each academic year. For 1998-1999, the total allocation for the Enhancement Initiative is $20,000, with $15,000 to be awarded in the fall semester and $5,000 in the winter semester. These funds come from the general Campus Computing budget, not the Instructional Computing fees.

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.

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.

Upgrades and Enhancements: A list of potential upgrades and their associated costs will be distributed with the call for proposals in early fall. Installation fees may be assessed for items which require internal installation (e.g., memory, larger 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, 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 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 signature of an appropriate authority (Department Chair, Center Director, or Dean) endorsing the cost-sharing must be obtained. Supporting documentation must be included within the two page limit. Justification for Enhancement Initiative money is particularly important. Only one proposal is allowed per individual. Seven copies of the proposal must be received in the Campus Computing office (451 Computer Center Building) by 5:00 pm on **MONDAY, SEPTEMBER 28, 1998.**

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.

INSTRUCTIONAL COMPUTING ENRICHMENT INITIATIVE

1998-99 ACADEMIC YEAR DEADLINE: FRIDAY, OCTOBER 30, 1998

Overview: The Senate Computing Committee endorses the IFC Resolution on the Use of Instructional Computing Fees (March 18, 1998). As part of this resolution, the IFC calls for each campus to develop an explicit mechanism for distributing a portion of the instructional computing fees to meet specific instructional needs. The Instructional Computing Enrichmen: Initiative is UMSL's mechanism. Proposals will be solicited in early fall, for implementation in the following budgetary year. For the October 1998 competition, we anticipate awarding $200,000 in development funds, and associated annual recurring costs of $50,000.

Purpose: The purpose of the initiative is to solicit thoughtful proposals from departmental units and other instructional centers on campus relating to their needs for integrating computing technology in instruction. Requests could include, but are not limited to,

(i) establishment of new computing labs on campus;

(ii) renovation of existing labs (or portions thereof) to better meet the instructional needs of specific departments;

(iii) development of new types of instructional computing classrooms.

The student computing fees cannot be used to replace services and maintenance currently funded through the regular budget, support faculty research, or provide computers and software for faculty and administrative use.

Proposal Format: The proposal should contain a Proposal Summary, the full Instructional Computing Enrichment Proposal, and a Budget Narrative. Details about these components follow.

I. Instructions for Proposal Summary
The proposal summary should contain

1. Requesting entity: department(s) and/or center(s)
2. Contact person: name, title, campus telephone and e-mail address
3. Project type
4. Proposal Summary: in 100 words or less, describe the project, including location, general types of hardware and software, purpose, and linkages to other proposals (if any).
5. Student Impact Summary: in 50 words or less, identify the student population affected by the project, and summarize the impact on student instruction, recruitment/ retention, and/or employability.
6. Budget summary: Amounts should be consistent with the budget narrative.
7. Authorized signature(s): All proposals must be signed by the appropriate Dean(s) or Director(s).

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6. Budget summary: Amounts should be consistent with the budget narrative.
7. Authorized signature(s): All proposals must be signed by the appropriate Dean(s) or Director(s).

II. General Instructions for ICE Proposals
Each proposal summary should be accompanied by a detailed proposal description, which must address items 1 through 8 below.

1. Statement of need.
2. Detailed description of project, including information about space and renovation requirements.
3. Description of the proposed management and maintenance of the facility.
4. Impact on student population, both current and future.
5. Assessment of the project relative to the long-range plans for the department/university.
6. Description of leverage/match forthcoming from external sources and/or the unit, if any.
7. Budget narrative (see below).
8. Supplementary materials (technical descriptions of hardware, software packages, etc.)
9. Submission of a report of any previous ICE expenditures in the unit, including financial information and a description of the impact on students.

The narrative response to items 1 through 6 is to be 5 pages at a maximum. Send 10 copies of the proposal summary and responses to items 1 through 7, and 1 copy of items 8 and 9, to the Campus Computing office (451 Computer Center Building) by 5:00 pm on **FRIDAY, OCTOBER 30, 1998.**

III. Specific instructions for Budget Narrative
Campus Computing and the Senate Computing Committee recognize that commitment to new initiatives requires both initial capital investment and on-going support. The Budget Narrative must clearly delineate between one-time and recurring costs. We suggest the following categories:

A. One-time Costs
   1. Hardware
   2. Software purchase
   3. Office equipment
   4. Building modification
   5. Other (specify)

B. Recurring Costs
   1. Staff (supervisor, lab assistants)
   2. Maintenance
   3. Hardware replacement
   4. Software upgrades and licensing
   5. Telecommunications
   6. Supplies
   7. Other (specify)

Recurring costs must be projected over 4 years. If the proposal is requesting student computing fees for recurring costs in years 2 through 4, the dollar amounts must be entered in

the budget summary. If the proposal is not requesting student computer fees for recurring costs in years 2 through 4, the requesting entity must explain how it will cover these costs. Adequate staffing and supplies for laboratories are needed in order for students to use them.

Most computers on campus (desktop programs, computing lab stations, and advanced technology classroom machines) are replaced on a four-year cycle. If the proposal request is for initiation of a long-term facility, then hardware replacement costs must be included in the budget summary. If the proposal is for a shorter duration only, justification as to why the unit does not feel it merits long-term funding through student computing fees (e.g., is the need for the project anticipated to diminish over time? Does the unit intend to pursue external funding avenues for any future improvements?).

Units are encouraged to work with Campus Computing and Physical Facilities to determine accurate cost estimates for room renovation (carpeting, lighting, etc.) and new or improved telecommunication infrastructure (networking, port availability, etc.).

Evaluation of Proposals: Proposals will be evaluated by the Senate Computing Committee, in conjunction with Campus Computing. Priority will be given to those units who demonstrate the students' need for and benefits accruing from the project. Where appropriate, projects which benefit students in more than one department will be viewed favorably, although the Committee recognizes that some units may have specialized needs. The Committee also encourages units to attempt to secure external funding to defray the one-time costs of establishing new facilities, to the extent that external funding sources are available.

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Report to the Senate

Research Committee
Fred Willman, Chair

The Senate Research Committee met on August 28th. There will be a total of $350,000 available for distribution this academic year. $25,000 for small grants, Fall Semester, $25,000 for small grants, Winter Semester, $170,000 for full proposals Fall semester (with the balance to carry over to Winter Semester) and $130,000 for full proposals Winter Semester.

The due dates for small grant proposals are September 21st and January 25th. The due dates for full proposals are October 19th and February 5th.

Revised guidelines will be mailed out from the Office of Research. One of the major changes in the process year is that a small panel of four members (3 from the discipline area in which the proposal is submitted and one additional member) will do an intensive review and rank each proposal. The full panel will receive all proposals and will discuss and determine the final rankings.

University Senate Committee on Libraries
September 8, 1998
Harold H. Harris

The Senate Committee on Libraries has met once this semester. It was a conference September 3 with James Myers, a consultant invited to campus by Vice Chancellor Nelson. Mr. Myers is former Library Director at Temple University (which is also the former affiliation of the Vice Chancellor). He was on campus to examine the operations of our library systems and their interactions with other units on campus (such as the Urban Information Center and the Computer Center) and off (Interlibrary Loan and other libraries).

The Library Committee found Mr. Myers to be an informed and forthcoming expert on library management, and we engaged in a wide-ranging discussion of library policy, including:

- The challenges of providing access to electronic databases and online journals
- The impending shortage of space for storage of our collections
- Cooperative and collaborative arrangements for dealing with publishers
- The administration of branch libraries
- Merger of the Mercantile collection and personnel with our libraries
- Library resources for new programs
- Possible outsourcing of some library operations
- The appropriate role of faculty bodies in library administration

The Committee felt that our discussions with Mr. Myers were mutually profitable, and we trust that the Vice Chancellor will share with us his final report when it is submitted.

The Committee understands that a celebration of the Mercantile acquisition has been scheduled for October 2, but we have no additional information about that to share at this time.

Approved by UM-St. Louis Senate
September 8, 1998

Revision of Student Grade Appeal Procedure

Previous Bulletin text (1998-99, pp. 480-81):

Grievance About Grade
Recourse for a Student Who has a Grievance About a Given Grade

The following grievance procedure is to be followed by any student who believes he/she has received an unjustified grade in a course and wants a review of the matter. It is to be understood that the establishment of criteria for grades is the responsibility of the instructor. The purpose of this grievance procedure is to determine whether the criteria for grading were fairly applied. If these procedures lead to the conclusion that the grading criteria were improperly applied, then the instructor is to be requested to reconsider the grade.

1. The student's first recourse is to review the issue fully with the instructor involved and then with the department chairperson. This must be done within, at most, one month after the beginning of the succeeding regular academic semester.

2. If the issue has not been resolved within, at most, two weeks, the student should bring the matter to the dean of the College or School for adjudication by whatever appeals committee the dean's office has established. It is anticipated that nearly all cases would be settled at the department or College or School level.

3. A student may take his/her case to the Chancellor.

Note: If a student believe[s] the grade is a result of discrimination, see the Discrimination Grievance Procedure for Students.

New Bulletin Text:

Grade Appeals

The following procedure is to be followed by any student who believes he/she has received an unjustified grade (a letter grade, DL or Y) in a course and wants a review of the matter. It is to be understood that the establishment of criteria for grades and the assignment of grades is the responsibility of the instructor, and that only the course instructor may make a change in grade, with the single exception that the administrative officer in the instructor's department/discipline unit (e.g., the department chairperson), only upon recommendation of a faculty committee, and in accordance with paragraph 3a) below, may change the grade. The primary purpose of the procedure is to assure that the criteria for grading are fairly applied.

1. Within 30 working days after the beginning of the succeeding regular semester, the student must first discuss the grade fully with the course instructor. 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 then appeal the grade to an administrative officer of the department/discipline unit normally below the level of the Dean. The administrative officer will discuss it with the course instructor, and will inform the student of the result of this discussion. 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 still remains unresolved, the student must, within 10 working days of being notified of the result of the discussion between the administrative officer and 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 course instructor's department or in closely allied fields. The 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. a) If the faculty committee finds that the criteria for grading were not fairly applied, and 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 have the authority to effect a change in grade over the objection of the instructor who assigned the original grade.

   b) 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, who will determine whether the above procedures have been properly observed. If the Dean determines that the procedures have been followed, the grade will not be changed and this ends the appeal process. If not, the case will be returned to the faculty committee for reconsideration.

4. If the grade of DL or Y is changed to a letter grade by the course instructor or the registrar, the student may appeal that grade in accordance with the procedures above.

5. In the event the course instructor is deceased, cannot be located, or is otherwise unable to reconsider the grade, the above procedures will be followed, except that the student, the administrative officer, and the faculty committee will not confer with the instructor.

(to be considered for approval at 3:00 p.m., Senate meeting on October 6, 1998)

SENATE MINUTES
UM-ST. LOUIS
September 8, 1998
3:00 p.m. 126 J. C. Penney

The meeting was called to order at 3:00 p.m. by Dr. Jeanne Morgan Zarucchi, Senate Chairperson.

Report from the Senate Chair -- Jeanne Morgan Zarucchi
(See Attached)

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

Report from the Faculty Council Presiding Officer -- Dennis Judd
Impact of Performing Arts Center
(See 2 Attachments or Web Site: www.umsl.edu/committees/fcouncil/)

Dr. Judd announced that the Faculty Council passed a resolution asking the Chancellor to convene a meeting of the Budget and Planning to discuss the consultant's report. The Chancellor agreed and a meeting will be planned. Date to be announced.

Report from Intercampus Faculty Council -- Silvia Madeo
Agenda for 1998-99, Grievance Procedures Revisions
(See Attached)

Report from Budget and Planning Committee -- Blanche Touhill
Performing Arts Center
(See Attached)

Report from Computing Committee -- Susan Sanchez
Faculty Desktop Enhancement Initiative
(See Attached)

The following deadlines were announced:
Monday, September 28, 1998 -- Faculty Desktop Enhancement Initiative
Friday, October 30, 1998 -- Instructional Computing Enrichment Initiative

Report from Research Committee -- Fred Willman
Competition Guidelines and Deadlines
(See Attached)

Report from University Libraries Committee -- Hal Harris
Consultant Visit
(See Attached)

Report from Committee on Committees -- David Ronen (for Gail Ratcliff)

The following replacements for Senate committees were elected:

Budget and Planning-Ms. Gail Babcock, Student
Committee on Committees - Deborah Larson, English
Curriculum and Instruction - E. Terrence Jones, Political Science
International Relations - Timothy Wingert, Optometry
Physical Facilities and General Services - Allen Wagner, CCJ
Physical Facilities and General Services - Jack Frank, Student
Research, Fall Panel - Michael Harris, Business
Student Affairs - Nan Sweet, English
University Libraries - Lynn Hankinson-Nelson, Philosophy
University Relations - Kenneth Thomas, Political Science

Report from Executive Committee -- Jeanne Morgan Zarucchi
Ad Hoc Committee Report on Status of Non-Regular Faculty
(See Attached)

The voting senators present agreed to elect a committee of seven faculty members to meet informally with Dr. Nelson. It was agreed that one faculty member would be elected for each major campus division . The following faculty were elected:

Gary Bachman-Optometry
Virginia Drake-Nursing
Wesley Harris-Natural Sciences
Dennis Judd-Social Sciences
David Ronen-Business
Gwen Turner-Education
Jeanne Morgan Zarucchi-Humanities

Report from Curriculum & Instruction -- Dave Ganz
Student Grade Appeal Revision
(See Attached)

Dr. Ganz introduced as an action item the proposed revision of the campus student Grade Appeal Procedure. Dr. Ganz recognized the work done by the Faculty Council Grievance Committee in preparing the draft.

Dr. Martinich proposed adding the word "only" before "upon recommendation of a faculty committee . . . " in paragraph one. The amendment passed. Dr. Martinich proposed deleting the words "Ad Hoc" in paragraph two, describing the faculty appeal committee. This change will allow some units to use an existing standing committee for the appeal process. The amendment passed. Dr. Martinich then proposed requiring a student to file an initial written statement. The amendment was passed that a written statement may be required by the AOD prior to speaking with the instructor. Dr. Cohen proposed eliminating the acronym "AOD" throughout the document. An amendment passed to substitute the phrase "Administrative Officer." Dr. McDaniel clarified that under the new policy, a student may appeal both a non-letter grade and the letter grade to which it may be changed. Dr. Balbes asked how students would be affected who dropped out and returned several years later. A senator responded that this should be treated as a special admissions case. Dr. Haywood proposed specifying timetables as "working" days, and the amendment was passed. Mr. Baugher asked whether a dean would send an appeal back to the original faculty committee, or to another committee. Dr. Ganz replied that this would be left to the discretion of the dean.

The Grade Appeal Policy was approved as amended, without dissent. Dr. Wayne McDaniel expressed thanks to the many people who had contributed to revising the policy. Dr. Kathleen Haywood asked when the policy would go into effect, and Dr. Zarucchi agreed to look into the question on behalf of the Executive Committee.

New Business:

Dr. Rosenfeld commented on the recent resignations of John Blodgett and Linda McDaniel from the Urban Information Center. Dr. Rosenfeld expressed concern about the negative impact and the unexpected nature of these resignations. Chancellor Touhill commented that she had not known of the resignations until after the fact. Dr. Siegel stated that the campus has no intention of closing the UIC.

Completing the business at hand, the Senate adjourned at 4:35 p.m.

Respectfully submitted,

Joyce Corey
Senate Secretary

Attachments:
Report from the Chair
Report from the Chancellor
Reports from the Faculty Council Presiding Officer
Report from the Intercampus Faculty Council
Report from the Budget and Planning Committee
Faculty Desktop Enhancement Initiative
Report from the Research Committee
Report from the Libraries Committee
Report from the Executive Committee
Revision of the Student Grade Appeal Procedure

9/8/98

Report from the Chair

Welcome to the first meeting of the new Senate. I hope that this year will be an active one, and that the Senate will carry out its ideal function as a forum for public debate on issues of campus policy and governance. Thank you in advance for your attendance and participation.

Please note that the meeting date for March will not be the 23rd, as originally announced, since that is the week of spring break. The meeting will be held on March 16.

The new year has also brought a significant change in the Senate organization. I am very pleased to introduce to you the new Administrative Assistant for the Senate, Mrs. Sue English. [....] At the same time, it is a pleasure to be able to honor the person who contributed many years of dedicated service to the Senate as its Executive Assistant. Although Joan Arban has moved upwards to a position as Coordinator of Communication for Administrative Services, she will always be remembered fondly by those of us who had the pleasure to work with her. Please join me now in expressing to Joan our warmest thanks and congratulations.

September 8, 1998

University Senate Report
By Dr. Blanche Touhill

Fall Enrollment

Overall enrollment for fall 1998 will exceed 12,000 students ...representing a 2 percent increase over last year ...and credit hour production will be 3 percent higher than last fall.

This is very good news for this campus. The increase in student credit hours will have a substantial financial benefit for us. In the long run, it will allow us to reduce and then eliminate the cost cuts we have been taking each year. Having more students on campus also enlivens the campus and will help us build the community of scholars that should be at the core of this institution. I want to thank all of those who worked to enhance our fall enrollments.

Student Affairs

We are working hard to enhance student life. A major effort in this direction was the dinner Student Affairs hosted for freshmen on Sunday, August 23rd. Over 500 new students attended this very successful event.

Additionally, we have initiated a program where faculty and freshmen can become acquainted through a series of lunches. We believe these small lunches will create a warmer atmosphere for our students and aid in our retention efforts.

To date, 78 faculty members and 14 members of the Chancellor's Cabinet have volunteered to host lunches. Please contact your department chair if you are interested in participating.

New Programs

Late last spring the CBHE gave final approval for this campus, along with Kansas City and Columbia, to start coordinated M.S.W. programs. We will enroll the first cohort of students in the fall of 1999.

New Staff

We have successfully completed the search for an Associate Vice Chancellor for Academic Affairs. The new Associate Vice Chancellor is Dr. Mary Fitzgerald. Dr. Fitzgerald also will join the English department as a full professor. I invite all of you to join me in welcoming Dr. Fitzgerald.

Task Force on Intellectual Property

The Task Force appointed by Vice Chancellor Nelson to recommend campus policies concerning intellectual property is expected to complete its report this fall. The report will deal with such topics as what rights faculty and the university have to course material developed for on-line courses. The report will go to the appropriate Senate committees for their consideration and later for discussion by the full senate.

Mercantile Library

The campus community will receive invitations this week for the October 2 rededication ceremony of the St. Louis Mercantile Library at the University of Missouri-St. Louis. The short ceremony will be followed by tours of the library's special collections.

Founders Dinner

The annual Founders Dinner will be held Tuesday, October 13, at the Ritz Carlton in Clayton. In addition to ceremonies honoring our faculty and alumni, Tim Russert, moderator of NBC's "Meet the Press," will serve as our featured speaker.

This is a special event for the university and I encourage you to respond quickly when receiving your invitation this week.

State of the University Address

The State of the University Address has been set for 3 p.m. on September 16. At that time, we will be honoring faculty and staff with Chancellor's Awards for Excellence.

ASP

Eileen Heveron has been named the executive director of the University System's Administrative Systems Project. That project is designed to streamline and make more effective the core information systems used in finance, human resources and student services.

Representatives of KPMG-Peat Marwick, who are working with System administration on this project, will be on campus the week of September 21st to meet with IT professionals and the Senate Committee on Computing.

September 8, 1998

THE PRESIDING OFFICER'S REPORT TO THE SENATE

TO: Jeanne Morgan Zarucchi, Senate Chair

FROM: Dennis Judd, Presiding Officer, Faculty Council

The Steering Committee of the Faculty Council met on August 27, 1998, to discuss this year's Council agenda. The first meeting of the Council will be held September 10, 1998. Normally, the meetings are held the first Thursday of each month. I want to remind all members of the campus community that meetings of the Faculty Council are open to everyone. A schedule of meetings for the year are attached to this report.

The Steering Committee discussed several possible agenda items. The overwhelming sentiment was that the Council's first priority should be to discuss the potential impact of the proposed Performing Arts Center on the campus's priorities and programs. Thus, the October and November meetings, and perhaps more, will be devoted to that topic.

At a meeting of the Senate Budget and Planning Committee on July 8, the administration presented a consultant's draft report submitted by AMS Planning & Research titled, "Operating Forecast, University of Missouri-St. Louis Performing Arts Facilities." Several questions and concerns were raised by faculty members at that meeting. The Council's discussions will focus upon that report. Members of the Steering Committee also expressed the view that the Budget and Planning Committee should meet again, now that the new academic year has begun, to discuss the consultant's report. The committee passed a resolution asking the Chancellor to convene a meeting of the Budget and Planning Committee as soon as possible for that purpose.

I will make copies of the consultant's report to anyone who requests it, and will also post it as an attachment on the Faculty Council web site. I have attached an additional informational page to this report for anyone who wants to read some of the concerns expressed at this summer's meeting of the Senate Budget and Planning Committee.

September 8, 1998 ATTACHMENT TO PRESIDING OFFICER'S REPORT

Several important concerns were expressed at the July 8 meeting of the Senate Budget and Planning Committee. This list is far from exhaustive; however, I believe the following points were the leading concerns expressed at the meeting, and I offer them here to promote further discussion.

1. THE GAP BETWEEN REVENUES AND COSTS: START-UP. The report by AMS Planning & Research, "Operating Forecast, University of Missouri-St. Louis Performing Arts Facilities," projects costs and revenues for a Base Year Budget (Year 3). No estimates are provided for the first two years; as indicated in the report, "No allowance has been made for additional 'start-up' funds that will be required..." The report does state that roughly $670,000 will be needed to fund the salaries and benefits for staff for those two years. The salaries stated in the report may be too low to attract qualified people (the director of the performance hall, for example, would make $55,000 per year, with other personnel making far less). In addition, nothing has been added into this estimate for any other expenses (office expenses, furniture, travel, etc.). Inflation is not figured in.

2. REVENUES AND COSTS: BASE YEAR BUDGET. For years two through five it is projected that the annual income for the building will be about $1.79 million, while the expenses will exceed $2.475 million. Two sources are assumed to cover the gap of $1.296 million. First, it is assumed that the state will provide a rate-dollar (continuing) budgetary increase of 1,051,115 to help cover operating costs. However, only 26 percent of the rental revenue from the two main halls (a 1,650 seat performance hall and a 300-seat Music and Theater Hall) will come from UMSL programs and events. Only 35% of the days usage for the 1,650 performance hall will be academic-student. Last year President Pacheco indicated that he would support state funding only for that proportion of the PAC that is related to educational mission and activities. This puts the consultant's estimate in some doubt. To clarify this issue, at the request of the Steering Committee of the Faculty Council I have sent a letter to President Pacheco.

The second major source of projected revenues is said to come from commercial rentals, with Fox Associates being the largest single renter of space. As noted above, the commercial or community use of the PAC will far outweigh use by campus programs and academic units. Many faculty members have expressed concerns that the PAC does not seem to be designed principally for the campus.

3. CAMPUS PRIORITIES. No allowance has been made in the consultant's report for the resources that will have to be devoted to building the Music and Theatre programs to get them ready to fill dates in the PAC. When asked to comment on this issue, Vice-Chancellor Driemeier commented at the July 8 meetings that reallocations would probably have to be made. Solid information is needed on the scale of the new investments needed.

4 ESTIMATED ATTENDANCE AT EVENTS. For most University-related events, (e.g., mock trials, debates, music and theater performances), the consultant assumed that most events would draw more than 800 people to the main performance hall. These estimates appear to bear no relationship to past attendance at similar events, which typically have drawn fewer than 100 people. If the constultants' estimates are unduly optimistic, University use of the large performance hall may turn out to be a rare event.

Report to the Senate
Intercampus Faculty Council
September 8, 1998

Jeanne Zarucchi and I attended the IFC annual retreat June 29 and 30. The major outcome of the meeting was a recommended set of changes to the existing grievance procedures, which will be forwarded to the Board of Curators once feedback has been received from the four campuses of the System. All members of the Senate should have received copies of these proposals. Please pass along your comments to Jeanne Zarucchi, Paul Roth, or Silvia Madeo as soon as possible. The next meeting of the IFC is Thursday September 10.

Respectfully submitted,
Silvia Madeo

Report of the Budget and Planning Committee
September 8, 1998

The Budget and Planning Committee met on July 8, 1998 to review the AMS consulting report entitled, "Operating Forecast, University of Missouri-St. Louis Performing Arts Facilities." Various comments and questions were raised centering on such issues as revenue and cost, ratio of academic to commercial events and state funding. The input, which was made, has been provided to AMS and the response of the consulting firm will be provided to the Budget and Planning Committee at its next meeting.

FACULTY DESKTOP ENHANCEMENT INITIATIVE

FALL DEADLINE: MONDAY, SEPTEMBER 28, 1998

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. There will be two Enhancement Initiative competitions during each academic year. For 1998-1999, the total allocation for the Enhancement Initiative is $20,000, with $15,000 to be awarded in the fall semester and $5,000 in the winter semester. These funds come from the general Campus Computing budget, not the Instructional Computing fees.

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.

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.

Upgrades and Enhancements: A list of potential upgrades and their associated costs will be distributed with the call for proposals in early fall. Installation fees may be assessed for items which require internal installation (e.g., memory, larger 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, 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 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 signature of an appropriate authority (Department Chair, Center Director, or Dean) endorsing the cost-sharing must be obtained. Supporting documentation must be included within the two page limit. Justification for Enhancement Initiative money is particularly important. Only one proposal is allowed per individual. Seven copies of the proposal must be received in the Campus Computing office (451 Computer Center Building) by 5:00 pm on **MONDAY, SEPTEMBER 28, 1998.**

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.

II. General Instructions for ICE Proposals
Each proposal summary should be accompanied by a detailed proposal description, which must address items 1 through 8 below.

1. Statement of need.
2. Detailed description of project, including information about space and renovation requirements.
3. Description of the proposed management and maintenance of the facility.
4. Impact on student population, both current and future.
5. Assessment of the project relative to the long-range plans for the department/university.
6. Description of leverage/match forthcoming from external sources and/or the unit, if any.
7. Budget narrative (see below).
8. Supplementary materials (technical descriptions of hardware, software packages, etc.)
9. Submission of a report of any previous ICE expenditures in the unit, including financial information and a description of the impact on students.

The narrative response to items 1 through 6 is to be 5 pages at a maximum. Send 10 copies of the proposal summary and responses to items 1 through 7, and 1 copy of items 8 and 9, to the Campus Computing office (451 Computer Center Building) by 5:00 pm on **FRIDAY, OCTOBER 30, 1998.**

III. Specific instructions for Budget Narrative
Campus Computing and the Senate Computing Committee recognize that commitment to new initiatives requires both initial capital investment and on-going support. The Budget Narrative must clearly delineate between one-time and recurring costs. We suggest the following categories:

A. One-time Costs
   1. Hardware
   2. Software purchase
   3. Office equipment
   4. Building modification
   5. Other (specify)

B. Recurring Costs
   1. Staff (supervisor, lab assistants)
   2. Maintenance
   3. Hardware replacement
   4. Software upgrades and licensing
   5. Telecommunications
   6. Supplies
   7. Other (specify)

Recurring costs must be projected over 4 years. If the proposal is requesting student computing fees for recurring costs in years 2 through 4, the dollar amounts must be entered in

Report to the Senate

Research Committee
Fred Willman, Chair

The Senate Research Committee met on August 28th. There will be a total of $350,000 available for distribution this academic year. $25,000 for small grants, Fall Semester, $25,000 for small grants, Winter Semester, $170,000 for full proposals Fall semester (with the balance to carry over to Winter Semester) and $130,000 for full proposals Winter Semester.

The due dates for small grant proposals are September 21st and January 25th. The due dates for full proposals are October 19th and February 5th.

Revised guidelines will be mailed out from the Office of Research. One of the major changes in the process year is that a small panel of four members (3 from the discipline area in which the proposal is submitted and one additional member) will do an intensive review and rank each proposal. The full panel will receive all proposals and will discuss and determine the final rankings.

University Senate Committee on Libraries
September 8, 1998
Harold H. Harris

The Senate Committee on Libraries has met once this semester. It was a conference September 3 with James Myers, a consultant invited to campus by Vice Chancellor Nelson. Mr. Myers is former Library Director at Temple University (which is also the former affiliation of the Vice Chancellor). He was on campus to examine the operations of our library systems and their interactions with other units on campus (such as the Urban Information Center and the Computer Center) and off (Interlibrary Loan and other libraries).

The Library Committee found Mr. Myers to be an informed and forthcoming expert on library management, and we engaged in a wide-ranging discussion of library policy, including:

- The challenges of providing access to electronic databases and online journals
- The impending shortage of space for storage of our collections
- Cooperative and collaborative arrangements for dealing with publishers
- The administration of branch libraries
- Merger of the Mercantile collection and personnel with our libraries
- Library resources for new programs
- Possible outsourcing of some library operations
- The appropriate role of faculty bodies in library administration

The Committee felt that our discussions with Mr. Myers were mutually profitable, and we trust that the Vice Chancellor will share with us his final report when it is submitted.

The Committee understands that a celebration of the Mercantile acquisition has been scheduled for October 2, but we have no additional information about that to share at this time.

Hal Harris

Report from the Executive Committee

The Senate Executive Committee met on Tuesday, September 1. The committee received the report of the Ad Hoc Committee on the Status of Non-Regulars, which has recommended a change in the Senate by-laws to define faculty as including faculty with non-regular appointments. The proposed change has been sent to the By-Laws and Rules committee for its review and possible action.

The Executive Committee also received a request from Professor James Tierney, to address a conflict between the University rules and regulations and the campus' Faculty Handbook regarding policy on academic dishonesty. Since the Executive Committee is charged with the review of educational policy, it will meet to discuss this issue, and will seek to clarify which version of the policy should be implemented in future cases. Vice Chancellor Nelson has been invited to participate in this discussion.

Approved by UM-St. Louis Senate
September 8, 1998

Revision of Student Grade Appeal Procedure

Previous Bulletin text (1998-99, pp. 480-81):

Grievance About Grade
Recourse for a Student Who has a Grievance About a Given Grade

The following grievance procedure is to be followed by any student who believes he/she has received an unjustified grade in a course and wants a review of the matter. It is to be understood that the establishment of criteria for grades is the responsibility of the instructor. The purpose of this grievance procedure is to determine whether the criteria for grading were fairly applied. If these procedures lead to the conclusion that the grading criteria were improperly applied, then the instructor is to be requested to reconsider the grade.

1. The student's first recourse is to review the issue fully with the instructor involved and then with the department chairperson. This must be done within, at most, one month after the beginning of the succeeding regular academic semester.

2. If the issue has not been resolved within, at most, two weeks, the student should bring the matter to the dean of the College or School for adjudication by whatever appeals committee the dean's office has established. It is anticipated that nearly all cases would be settled at the department or College or School level.

3. A student may take his/her case to the Chancellor.

Note: If a student believe[s] the grade is a result of discrimination, see the Discrimination Grievance Procedure for Students.

New Bulletin Text:

Grade Appeals

The following procedure is to be followed by any student who believes he/she has received an unjustified grade (a letter grade, DL or Y) in a course and wants a review of the matter. It is to be understood that the establishment of criteria for grades and the assignment of grades is the responsibility of the instructor, and that only the course instructor may make a change in grade, with the single exception that the administrative officer in the instructor's department/discipline unit (e.g., the department chairperson), only upon recommendation of a faculty committee, and in accordance with paragraph 3a) below, may change the grade. The primary purpose of the procedure is to assure that the criteria for grading are fairly applied.

1. Within 30 working days after the beginning of the succeeding regular semester, the student must first discuss the grade fully with the course instructor. 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 then appeal the grade to an administrative officer of the department/discipline unit normally below the level of the Dean. The administrative officer will discuss it with the course instructor, and will inform the student of the result of this discussion. 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 still remains unresolved, the student must, within 10 working days of being notified of the result of the discussion between the administrative officer and 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 course instructor's department or in closely allied fields. The 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. a) If the faculty committee finds that the criteria for grading were not fairly applied, and 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 have the authority to effect a change in grade over the objection of the instructor who assigned the original grade.

   b) 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, who will determine whether the above procedures have been properly observed. If the Dean determines that the procedures have been followed, the grade will not be changed and this ends the appeal process. If not, the case will be returned to the faculty committee for reconsideration.

4. If the grade of DL or Y is changed to a letter grade by the course instructor or the registrar, the student may appeal that grade in accordance with the procedures above.

5. In the event the course instructor is deceased, cannot be located, or is otherwise unable to reconsider the grade, the above procedures will be followed, except that the student, the administrative officer, and the faculty committee will not confer with the instructor.

University of Missouri St. Louis

Senate

8001 Natural Bridge Road
St. Louis, Missouri 63121-4499
Telephone: 314-553-6769

UNIVERSITY SENATE
UM-St. Louis

Agenda

The Senate will meet at 3:00 p.m. on Tuesday, October 6, 1998, in 126 J.C. Penney.

I. Approval of Minutes from Previous 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
Performing Arts Center
Faculty Workload Issue

V. Report from Intercampus Faculty Council -- Silvia Madeo
Discussion of Faculty Grievance Procedures

VI. Reports from Standing Committees:

A. Budget and Planning -- Chancellor Touhill

B. Committee on Committees -- Gail Ratcliff
Ballot for Committee Replacement ***(Action Item)***

C. Curriculum & Instruction -- David Ganz
Course Proposal Changes ***(Action Items-See Attached)***

D. Executive Committee -- Jeanne Morgan Zarucchi
Academic Dishonesty Policy

E. Faculty Teaching and Service Awards -- Carol Kohfeld
Announcement of Nominations (Short Form)

F. Physical Facilities and General Services -- William Connett
Announcement of Meeting on Quality of Services

G. University Relations -- E. Terrence Jones
1998-99 University Relations Plan

VII. Other Business

REPORT FROM THE COMMITTEE ON CURRICULUM AND INSTRUCTION

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

A. New Certificate Programs

1. Graduate Certificate in Telecommunications Management
2. Graduate Certificate in Telecommunications Science

B. Change in Certificate Program

1. Graduate Certificate in Tropical Biology and Conservation

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

Curricular Designation/Number	Add/Drop/Change	Course Title	Credit Hours
Anthropology 439	Add	Practicum in Exhibit & Program Development	3
Biology 458	Change in title, prerequisite, description	Evolutionary Ecology of Plants (formerly Advanced Evolutionary Ecology of Plants)	3
Biology 488	Drop	Advanced Biometry	3
Computer Science 372	Add	Object-Oriented Analysis and Design	3
Computer Science 377	Add	Operating Systems for Telecommunications	3
Economics 408	Add	Microeconomics for Policy Analysis	3
Public Policy Analysis 408	Add	Same as ECON 408	3
Nursing 304 (formerly 240)	Change in number, title, prerequisite, description	Ethical and Legal Dimensions of Nursing Practice (formerly Ethics of Human Caring)	3
Nursing 418 (formerly 463)	Change in number	Nursing Case Analyses in Acute and Critical Care of the Elderly	3
Management Science/Information Systems 423a	Add	Applications of Programming for Business Solutions	3
MS/IS 423b (formerly 423)	Change in number, prerequisite	Managerial Applications of Object-Oriented Technologies	3
MS/IS 423c (formerly 484)	Change in number prerequisite, description	Business Programming and File Systems	3
MS/IS 423d	Add	Internet Programming for Business	3
MS/IS 424a (formerly 424)	Change in number, prerequisite	Seminar in Current Management Information System Topics	3
MS/IS 424c	Add	Business Process Design	3
MS/IS 424d	Add	Management of Transnational Information Systems	3

MS/IS 485	Change in description	Management Information Systems: Theory and Practice	3
MS/IS 488	Change in prerequisite	Information Systems Analysis	3
MS/IS 489	Change in prerequisite	Database Management Systems	3
MS/IS 491	Change in title, prerequisite, description	Electronic Commerce (formerly Computer Systems: Architecture and Programming)	3
MS/IS 492	Change in title, prerequisite, description	Information Systems Strategy (formerly Information Systems Management)	3
MS/IS 496	Change in prerequisite	Telecommunications: Design and Management	3
MS/IS 498	Change in prerequisite	Fourth Generation Languages and End-User Computing	3

SENATE PROPOSAL FORM for (check one):

( ) New Degree Program
( ) New Minor
(x) New Certificate Program

T.L.

(Do not Write in This Space)

ROUTING:	Initials / Date
Academic Affairs	imm, 4-20-98
Graduate School (if applicable)	[illegible] 8/98
Senate C& I	/
Reported tp Senate	/
Academic Affairs	/

FROM: School of Business Administration
Department

Signed: [signature] 4-15-98
Department Chair Date

School of Business Administration
School or CollegeDean

Signed: [signature] 4-17-98
Dean Date

Title: Graduate Certificate in Telecommunications Management

Are other departments likely to be affected by this proposal? ( ) no (x) Yes — Mathematics & Computer Science

[signature]
Raymond Balbes

Rationale for proposed new certificate: The telecommunications field is growing rapidly, creating the information superhighway and integrated markets. The changes dramatically impact how individuals and institutions communicate and conduct business. Rapid changes in telecommunications technology and regulation provide corporate management with many new opportunities and challenges. This certificate answers industry's need for skilled professionals capable of solving critical telecommunications management problems. The program is interdisciplinary to provide students exposure to the technical and managerial aspects of the industry, but it concentrates on management of telecommunications systems.

Program description for bulletin:

Managing communications systems remains one of the most challenging, and demanding jobs. The telecommunications manager must balance the interests of business, technical, regulatory and applications aspects of connectivity, as well as maintain network security. The challenge has intensified with the recent exponential growth in the Internet, which has revolutionized the way in which individuals and organizations conduct business.

This certificate focuses on the management of telecommunications systems for business. It includes courses from both Management Information Systems and Computer Science to provide the necessary technical and managerial perspective. Students must complete six courses as indicated below.

MSIS 480 - Management Information Systems
MSIS 496 - Telecommunications: Design and Management
MSIS 423 Managerial Applications of Object-Oriented Technologies
MSIS 426 Management of Client/Server Computing
CS 377 Operating Systems for Telecommunications
CS 427 Systems Administration

Graduate Certificate in Telecommunications Management

School of Business Administration
University of Missouri - St. Louis

The importance of Information Systems and Information Technology (IS/IT) in both public and private sector organizations has never been greater, nor has the demand for highly skilled IS/IT professionals. The U.S. Bureau of Labor Statistics (BLS) projects that IS/IT professions will be the fastest growing occupations in the next decade, with needs for 140,000 new workers each year in the U.S. BLS data also shows an under-representation of women and minorities in IS/IT professions. The demand in Missouri and in the St. Louis region is similarly expected to grow and far out-pace the supply of skilled employees. Recent studies by professional associations, and employer surveys conducted by the St. Louis Regional Commerce and Growth Association, identify telecommunications technology and management as a critical field where educational resources are severely lacking.

The integration of IT in all aspects of business and daily life, and the electronic linkages between organizations and economies around the globe rely on effective management of telecommunications systems. The telecommunications manager must balance the interests of business, regulatory, security, technical and applications aspects of connectivity. The challenges have intensified with the recent dramatic growth of the Internet and electronic commerce.

The Graduate Certificate in Telecommunications Management answers industry's need for skilled professionals capable of solving critical telecommunications management problems. This certificate provides the necessary managerial and technical perspective via four courses from the Management Science and Information Systems Area of the School of Business Administration, and two courses from the Department of Mathematics and Computer Science in the College of Arts and Sciences.

This multi-disciplinary certificate will meet employer needs and provide educational opportunities in telecommunications management not available elsewhere in the St. Louis region, or across the State of Missouri. Because of its location, and the demographics of UM St. Louis students, this program can also help address the under-representation of women and minorities in IS/IT professions.

Business Trends

In the competitive marketplace that Missouri now faces, it is necessary for organizations to take advantage of every opportunity to reduce cost and improve the quality of their products and services. One strategy being adopted is to replace middle management, which has traditionally served as the conduit for business communication and coordination, with Information Technology. Specifically, telecommunications technology is being leveraged to enable cross-functional integration of organizations.

Three trends are driving this change in the business environment. First, as the cost of hardware decreases and the power of computing increases, computing is becoming ubiquitous in the business world. Second, organizations are increasingly using distributed computing systems to complement or replace centralized computing. Computers are interconnected in a network to enable information sharing and cooperative computing. Finally, the dynamic technological and regulatory environment provides organizations with a wider range of options than ever before for their information infrastructure.

As a consequence of these trends, telecommunications has become an essential component of modern organizations. Business information systems professionals must be knowledgeable about telecommunications technologies, capabilities and limitations. This certificate will provide students with exposure to all of the facets of telecommunications, from basic concepts, through object-oriented and client/server technologies to design and management of distributed systems. The program is interdisciplinary to provide students exposure to the technical and managerial aspects of telecommunications. However, its focus is on management of telecommunications systems for business.

MIS at the University of Missouri - St. Louis

The Master of Science in Management Information Systems (M.S. in MIS) is offered by the School of Business Administration at UM St. Louis. Demand for the M.S. in MIS has increased sharply with graduate MIS enrollments up 41% in the past year alone (Fall 1996 - Fall 1997). This year we have put forward a major revision of the M.S. in MIS program, which includes a telecommunications specialization that incorporates this graduate certificate. Continued increases in graduate enrollment are expected with the revised program. Based on enrollments in existing MIS courses, inquiries from prospective students, and demand for the MSIS 496 course (Telecommunications: Design and Management), we project the following numbers of students enrolled in, and completing the certificate.

Estimated Enrollments and Completions by Term					
	Fall 1998	Fall 1999	Fall 2000	Fall 2001	Fall 2002
Number enrolled	20	30	40	50	50
Number completing	0	0	20	30	40

Two existing faculty, one in the Management Science and Information Systems Area of the School of Business Administration (Dr. Ashok Subramanian) and one in the Department of Mathematics and Computer Science in the College of Arts and Sciences (Dr. Sanjiv Bhatia), will be key participants in the certificate (brief vitae are attached). However, both existing faculty have full teaching loads serving the expanding demand for existing programs in Management Information Systems and Computer Science. One new doctorally qualified assistant professor in

the Management Science and Information Systems Area of the School of Business Administration is needed to implement the certificate in Telecommunication Management.

Needs for new MIS faculty are indicated by the low percentage of enrollment in MIS courses taught by full-time regular faculty (32% in 1996-97 and 39% in 1995-96), and the high percentage of enrollment taught by part-time instructors (47% in 1996-97 and 42% in 1995-96). The lack of faculty resources (in spite five course per year teaching loads for full-time regular faculty) has prevented the MIS area from meeting the student demand for existing courses, by limiting frequency of offerings, and has hampered the Area's ability to move in new directions, such as telecommunications.

Evaluation of Outcomes

The primary outcomes of the Graduate Certificate in Telecommunications Management will be skilled business professionals better able to manage telecommunications systems. The following assessment instruments will be used to evaluate the expected outcomes.

A. Surveys of graduates after five years.

B. Analysis of how many graduates are working in telecommunications.

C. Survey of companies to see how our graduates have been received and to keep up to date on current needs.

This program will also allow faculty to develop relationships with industry and therefore be on the leading edge of technology which may result in collaborative research and funding by industry.

SENATE PROPOSAL FORM FOR (check one):

( ) CHANGE IN DEGREE REQUIREMENT
( ) CHANGE IN MINOR
( ) CHANGE IN CERTIFICATE PROGRAM
(X) NEW CERTIFICATE PROGRAM

(Do Not Write in This Space)
initials/date

ROUTING:
Academic Affairs MWM 4-20-98
Graduate School (if applicable) 8v98
Senate C&I ____/____
Senate ____/____
Academic Affairs ____/____

Martin Daye/BC 4/20/98

Mathematics and Computer Science
Department

Signed _____ Department Chair _____ Date

Arts and Sciences
School or College

Signed _____ Dean _____ Date

Graduate Certificate in Telecommunications Science
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

James Campbell, School of Business Administration

Rationale for proposed new certificate: At present, there is a large demand for people trained in virtually every aspect of information technology. The advent of the Internet in the marketplace has given a big push to the area of computer networks and telecommunications. With the growing commercialization of the Internet, the need for professionals trained in the design, management, and maintenance of the telecommunications networks is bound to increase. Consequently, there is a growing need for professionals who understand the technological aspects of telecommunications networks, including network design and administration, which in turn, is based on a good background in the understanding of concepts in Operating Systems and Object-Oriented Analysis and Design. The proposed certificate will allow the students to be trained in these subjects and fulfill a need for such professionals in the high technology area of Telecommunications Sciences. The certificate will emphasize the technical aspects of the telecommunications networks.

Program description for Bulletin: Telecommunications Science deals with the design, management, and administration of computer networks. The telecommunications specialist has to deal with issues such as feasibility of the system, cost optimization of the design, administration of the system, and watching for information security leaks, while working within the framework of different regulatory agencies. The exponential growth of the Internet and the projected growth in electronic commerce has increased the need for trained professionals in telecommunications science.

Students will study telecommunications science from a technical perspective in four courses offered in the Department of Mathematics & Computer Science. In addition, they will study the regulatory and management aspects in two courses in the School of Business.

CS 372 - Object Oriented Analysis and Design
CS 377 - Operating Systems for Telecommunications
CS 473 - Client/Server Computing
CS 427 - Systems Administration

MSIS 480 - Management Information Systems
MSIS 496 - Telecommunications: Design and Management

Graduate Certificate in Telecommunications Science

The importance of Information Systems and Information Technology (IS/IT) in both public and private sector organizations has never been greater, nor has the demand for highly skilled IS/IT professionals. The U.S. Bureau of Labor Statistics (BLS) projects that (IS/IT) professions will be the fastest growing occupations in the next decade, with needs for 140,000 new workers each year in the U.S. (BLS data also shows an under-representation of women and minorities in IS/IT professions.) The demand in Missouri and in the St. Louis region is similarly expected to grow and far out-pace the supply of skilled employees. Recent studies by professional associations and employer surveys conducted by the St. Louis Regional Commerce and Growth Association, identify telecommunications technology and management as a critical field where educational resources are severely lacking.

The integration of IT in all aspects of business and daily life, and the electronic linkages between organizations and economies around the globe rely on effective management of telecommunications technologies. This certificate will draw upon the resources in the Department of Mathematics and Computer Science in the College of Arts and Sciences and the resources in Management Science and Information Systems Area of the School of Business Administration. This unique, multi-disciplinary certificate will meet employer needs and provide educational opportunities not available elsewhere in the St. Louis region, or across the State of Missouri. This program can also help address the under-representation of women and minorities in IS/IT professions.

In the competitive marketplace that Missouri now faces, it is necessary for organizations to take advantage of every opportunity to reduce cost and improve the quality of their products and services. One strategy being adopted is to replace middle management, which has traditionally served as the conduit for business communication and coordination, with Information Technology. Specifically, telecommunications technology is being leveraged to enable cross-functional integration of organizations.

Three trends are driving this change in the business environment. First, as the cost of hardware decreases and the power of computing increases, computing is becoming ubiquitous in the business world. Second, organizations are increasingly using distributed computing systems to complement or replace centralized computing. Computers are interconnected in a network to enable information sharing and cooperative computing. Finally, the dynamic technological and regulatory environment provides organizations with a wider range of options than ever before for their information infrastructure.

As a consequence of these trends, telecommunications has become an essential component of modem organizations. Business and computer information systems professionals must be knowledgeable about telecommunications technologies, capabilities and limitations. This certificate will provide students with exposure to all of the facets of telecommunications, from basic concepts, through object-oriented and client/server technologies to design and management of distributed systems. The program is interdisciplinary to provide students

exposure to the technical and managerial aspects of telecommunications. In fulfilling its mission of providing educational opportunities for the St. Louis region and beyond, the University must remain cognizant of the changing needs of today's workforce and be creative in designing nontraditional degree programs that meet critical needs of society.

Based on our enrollments in existing MIS and Computer Science courses, and demand for the CS 373 Computer Networks and Communications and CS 376 Operating Systems, we project the following numbers of students enrolled in, and completing the certificate.

Estimated Enrollments and Completions by Term					
	Fall 1998	Fall 1999	Fall 2000	Fall 2001	Fall 2002
Number enrolled	30	40	50	50	60
Number completing	0	20	30	40	40

Because students will already have completed existing courses that satisfy some certificate requirement, we anticipate some student may complete the certificate after one year.

Two existing faculty, one in the Department of Mathematics and Computer Science in the College of Arts and Sciences (Sanjiv Bhatia), .and one in the Management Science and Information Systems Area of the School of Business Administration (Ashok Subramanian) will be key participants (brief vitae are attached). However, both existing faculty have full teaching loads serving the expanding demand for existing programs in Computer Science and Management Information Systems. Two new doctorally qualified assistant professors are needed to to implement the program. One will be in the Department of Mathematics and Computer Science in the College of Arts and Sciences, and the other will be in the Management Science and Information Systems Area of the School of Business Administration.

The lack of faculty has prevented the Mathematics and Computer Science Department from meeting the student demand for existing courses, by limiting frequency of offerings, and has hampered the Department's ability to move in new directions, such as telecommunications.

EVALUATION OF OUTCOMES

The following assessment instruments will be used to evaluate the expected outcomes.

A. Surveys of graduates after five years
B. Analysis of how many graduates are working in telecommunications.
C. Survey of companies to see how our graduates have been received and to keep up to date on current needs.

Also, the program will allow faculty to develop relationships with industry and therefore be on the cutting edge of technology which may result in collaborative research and funding by industry.

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( ) CHANGE IN MINOR
(x) CHANGE IN CERTIFICATE PROGRAM
(See Instructions on Reverse)

T.C.

(Do Not Write in ...s Space)
initials/date

ROUTING:
Academic Affairs lmm/ 4-17-98
Graduate School (if applicable) [illegible] 8/98
Senate C&I
Senate
Academic Affairs

Page 1 of 3

OK

Martin Sage / JC 4-9-98

Biology
Department

Signed: [illegible] March 9, 1998
Department Chair Date

Arts & Sciences
School or College

Signed:
Dean Date

GRADUATE CERTIFICATE IN TROPICAL BIOLOGY AND CONSERVATION
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

C. Kohfeld Carol Kohfeld, Chairperson, Political Science

Page number(s) 138 and year 1997-98 of most recent Bulletin listing.

Current Bulletin listing:	Proposed Bulletin listing:	Rationale:
	Graduate Certificate in Tropical Biology and Conservation The Certificate is awarded after completion of 18 credit hours of core courses and electives with a minimum of 12 credits at the 400 level. Up to three credits may be taken at the 200 level upon permission of the Graduate Committee. Electives must include a minimum of 3 credits outside of biology with a maximum of 7 outside of biology. A maximum of 3 credits may be taken elsewhere than UM-St. Louis. Students may simultaneously earn a graduate degree and count credits earned in their degree program toward the Certificate when appropriate. **Required Core Courses:** **Biology 445**, Public Policy of Conservation and Sustainable Development **Biology 447 (1-4)**, Internship in Conservation Biology (may be replaced with a biology elective for individuals with applied conservation or environmental agency experience upon consent of the Graduate Committee).	

SEN: 7/88

Page number(s) 138 and year 1997-98 of most recent Bulletin listing.

Current Bulletin listing:	Proposed Bulletin listing:	Rationale:
	Choice of: **Biology 446**, Theory and Application of Conservation Biology **Biology 487**, Advanced Tropical Ecology and Conservation **Electives;** **Biology 342**, Population Biology **Biology 354**, Entomology **Biology 362**, Plant Taxonomy **Biology 364**, Ornithology **Biology 368**, Quantitative Methods in Plant Ecology **Biology 385**, Wildlife Ecology and Conservation **Biology 396**, Marine Biology **Biology 442**, Population and Community Ecology **Biology 450**, Advanced Functional Ecology **Biology 458**, Advanced Evolutionary Ecology of Plants **Biology 459**, Advanced Evolutionary Ecology of Animals **Biology 465**, Methods in Plant Systematics **Biology 480**, Advanced Behavioral Ecology **Biology 481**, Advanced Theoretical Systematics and Evolution **Biology 487**, Advanced Tropical Ecology and Conservation **Biology 489**, Graduate Seminar, when relevant **Chem 417**, Environmental Chemistry **Chem 419**, Advanced Readings in Chemistry **Economics 360**, Natural Resource Economics **History 300**, Selected Topics in History, when relevant **History 371**, History of Latin America: To 1808 **History 372**, History of Latin America: Since 1808 **History 381**, West Africa Since 1800 **History 425**, Readings in Latin American History, when relevant **History 430**, Readings in African History, when relevant **PolSci 248**, Environmental Politics **PolSci 253**, Political Systems of South America **PolSci 254**, Political Systems of Mexico, Central America, and the Caribbean	
History 460, Readings in Latin American History, when relevant **History 470**, Readings in African History, when relevant		Change to correct course numbers.

Page number(s) 138 and year 1997-98 of most recent Bulletin listing.

Current Bulletin listing:	Proposed Bulletin listing:	Rationale:
PolSci 388, Studies in International Relations **PolSci 414**, Topics in Public Policy Analysis, when relevant	**PolSci 258**, African Politics **PolSci 285**, International Organizations and Global Problem Solving **PolSci 359**, Studies in Comparative Politics, when relevant **PolSci 388**, Studies in International Relations **PolSci 394**, Leadership and Management in Nonprofit Organizations **PolSci 414**, Topics in Public Policy Analysis, when relevant **PolSci 448**, Political Economy and Public Policy **PolSci 459**, Seminar in Latin American Politics, when relevant **PolSci 462**, Political Theory and Public Policy **PolSci 481**, Seminar in International Relations **Social Work 390**, Seminar in Social Work, when relevant **Sociology 342**, World Population and Ecology **Sociology 346**, Demographic Techniques	Addition of course elective.

6 October 1998

University Senate

Remarks by
Blanche M. Touhill

On Friday and Saturday we held a series of events which marked the opening of the St. Louis Mercantile Library at the University of Missouri – St. Louis. I estimate that more than 600 people attended these events and toured the new facility.

I want to thank all the faculty, staff and students who participated in these events. I believe our affiliation with the St. Louis Mercantile Library will in time prove to be very beneficial to our students and our faculty.

The Mercantile Library adds significantly to our research capabilities and provides a foundation for new academic and research programs. It also brings to the campus individuals from throughout the country who committed ...both intellectually and financially ... to the growth of the collections.

Over the next few weeks, I encourage everyone to tour the Mercantile Library. I believe you will be surprised by what you will find.

The official on-campus enrollment for Fall 1998 is 12,140 ...a 2.5 percent increase from last fall. On-campus credit hours are up nearly 4 percent ...at 110,463. The official enrollment report will be released by the registrar's office early next week.

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The 1998 Fall Faculty Meeting will be held Wednesday, October 14, 1998 at 4:00 p.m. in Room 78 J.C. Penney. The agenda includes: introduction of new faculty members and a special presentation by Dr. Robert Gordon, recipient of the 1998 Chancellor's Award for Excellence in Research. A reception for all faculty and staff will follow the meeting at the Chancellor's Residence, #9 Bellerive Acres.

Also, next week we will we celebrate the seventh annual Founders Dinner on October 13 at the Ritz Carlton in Clayton. In addition to our awards ceremonies, Meet the Press moderator Tim Russert will be our featured speaker. Please contact University Relations at 5442 if you are interested in attending.

As I hope all of you are well aware, UM-St. Louis will have its ten-year North Central Association reaccreditation Site Visit this academic year. The actual site visit will occur on February 8, 9, and 10 next year. In preparation for that site visit, a number of committees have been working for the past 18 months. The Senate Ad Hoc Committee on

Reaccreditation was one of those committees. The Steering Committee, under the direction of Dean Wartzok, has coordinated the writing of the self study document. That document is now available for comment by all members of the University community.

Dean Wartzok is out of town today, so I have asked Interim Dean Martin Sage, a member of the Steering Committee, to summarize the work of the Steering Committee and present an overview of the ways in which everyone can provide feedback to the Steering Committee to improve the draft of the Self Study before it is submitted to the North Central Association.

(Minutes to be considered for approval at the Senate meeting on November 3, 1998, 3:00 p.m.)

SENATE MINUTES
UM-ST. LOUIS
October 6, 1998
3:00 p.m. 126 J. C. Penney

Dr. Jeanne Morgan Zarucchi, Senate Chairperson, called the meeting to order at 3:00 p.m. Minutes from the previous meeting (held September 8, 1998) were approved as submitted.

Report from the Senate Chair -- Jeanne Morgan Zarucchi
Dr. Zarucchi called on Charles P. Korr to present a resolution on behalf of Chuck Larson.
(See Attached)

Report from the Chancellor -- Blanche Touhill
(See Attached)
Dennis Judd asked the Chancellor if a Budget and Planning meeting was scheduled. Chancellor Touhill replied yes, date and time to be announced.

She then called on Dean Martin Sage, a member of the campus' North Central Reaccreditation Steering Committee, to present an overview of the ways in which everyone can provide feedback to improve the draft of the Self-Study before it is submitted to the North Central Association.

Dean Martin Sage had six points to make:

1. Doug Wartzok is doing an enormous amount of work on this document. It has input from many different sources.
2. Everyone knows that this University is going to get accredited. What is important is that the University get full accreditation for 10 years. In his view, the accreditation body has been largely taken over by people who are dominated with the idea of assessment. If we find that there is anything less than a full accreditation by North Central at this time, we will read about it in the Post Dispatch, and all of us, the faculty, staff, students, will be hurt by that. We have to take this seriously.
3. The document is available in the libraries and offices of all Colleges, Schools, Department Chairs, Area Coordinators, Division Directors, and on the UMSL web page.
4. There will be open meetings in the university community for input. It is a draft document at the moment, not a final document, waiting for your input.

Thursday, October 8	12:00-2:00 p.m.	75 J.C. Penney
Wednesday, October 14	12:00-2:00 p.m.	219B CCB

5. To summarize the schedule of what is going to happen: we will be accepting comments and suggestions about the draft for the next two weeks.
   - End of October: the document will be revised to include the comments.
   - November 1st: the new revision will be sent to North Central.
   - December 1st: our liaison at North Central will provide feedback.

- Mid December: the final corrections will be made and mailed to the site visit team.
- February 99: the site visit will take place.

6. Comments may be sent to Doug Wartzok at wartzok@umsl.edu.

Report from the Faculty Council Presiding Officer -- Dennis Judd
(See Attached)

Intercampus Faculty Council -- Silvia Madeo
Dr. Madeo allowed this time for any comments on the Faculty Grievance Procedure. No comments or questions were presented from the floor. Dr. Madeo commented that procedures depended upon people of integrity and good will enforcing them and we cannot legislate that, but some of the changes are good ones. Any faculty who have comments should let her, Paul or Jeanne hear them so they can take them back to the IFC.

Report from Budget and Planning -- Blanche Touhill
(See Attached)
The next meeting of the Budget and Planning Committee will be October 16th: a memo will be sent out to announce the time and location.

Dr. Long asked Chancellor Touhill if she is satisfied with input from the AMS consultants regarding the Operating Forecast of the UMSL Performing Arts Facility. Chancellor Touhill said that at the summer meeting of the Budget and Planning Committee [July 1998] they distributed the AMS document and had dialogue. At the last meeting of the Budget and Planning Committee, Dr. Driemeier began to answer some of the questions that were raised at that meeting. More questions from members of the committee have been received, and at the next Budget and Planning Committee we will continue to answer those questions. Chancellor Touhill said that at that point, she would like to look over all of the questions and the answers and decide which ones really relate to the AMS document and which ones relate to other activities on campus. For those that relate to the AMS document, one of two things can be done; they can send them back to AMS and ask them to consider changing this document again or they can ask for an addendum.

Dr. Long said that the outcome of the report has a quarter million dollar deficit and this was a case of, in his view, heroically optimistic assumptions. Dr. Long asked if we have that deficit how will we fix it, will we reallocate money from other programs? Chancellor Touhill said that we need to go back to Budget and Planning and report back on this.

Dr. McBride asked about the committee's questions from the last meeting, and whether they would be addressed. Chancellor Touhill said the final report came back from AMS before the questions were submitted to the consultant. She stated that the report comes to the Chancellor of the University. If after discussions we want to send the document or ideas back to AMS it is not impossible to have another final copy; on the other hand it might be wiser to have an addendum. She said we are ahead of the game and we have to work on this in the next couple of meetings with Budget and Planning.

Dr. Judd asked what would be a range of options in reaction to the AMS report. Dr. Judd asked if there would be consideration of whether the facility might be redesigned. Chancellor Touhill said no. Dr. Judd asked what changes to the document would be considered. Chancellor Touhill said that those changes may be: who will use the facility, how often are they going to use it, how can we work together to have it used as efficiently as possible, and things of that nature. Dr. Judd said that none of those issues are covered in the report. Chancellor Touhill said we need to go to Budget and Planning and work this through and then come back to the Senate.

Dr. Martinich asked about how much focus has been put on energy efficiency when the building was designed. He said that it may be possible to cut the cost of heating and cooling by 25, 30, or 40 percent. Dr. Martinich said that many architects do not take efficiency into consideration unless they are specifically asked to do so. The architect's fee may be based on a percentage of the total building cost. Chancellor Touhill said whenever the university puts up a building, or part of an extended building, we not only have the architects and construction people on the campus, but we have a bevy of experts from the central administration that give their input. Chancellor Touhill said she has been sitting with the Board of Curators, not only during the time she has been Chancellor, but years before, and she can never recall that they didn't concentrate on the cost of a building. Chancellor Touhill said that she will look into that and let Dr. Martinich know. Dr. Martinich added that according to studies, recent buildings could have been rotated 5 to 10 degrees and therefore increased solar energy efficiency.

Dr. McBride said he was pleased to hear of the enrollment numbers but that this pleasure was tempered by some bad news, that we are running out of classrooms. He asked what plans the university has for future classrooms. Dr. McBride asked if Chancellor Touhill would address this or would they discuss this in the Budget and Planning meeting. Chancellor Touhill said that yes, the Budget and Planning Committee would address this issue. She said that Vice Chancellor Jack Nelson has been walking through buildings and working on this with the registrar's office, and that he would be happy to make a report to the Senate. Dr. McBride asked if there is any future building that is currently in plans that would have classrooms in it. Chancellor Touhill said that our next big renovation is Benton/Stadler Halls, the science complex, which is a 23 million-dollar renovation. We are also engaged in master planning. Chancellor Touhill said that Budget and Planning should look at this, and when the time comes for a new building, consider whether it should be a classroom building. She said this is a very valid request, and that we also have to look at the property that will pass to us, like the Daughters of Charity that will come to us in less than 4 years, and then we will have to see how many of those rooms can be used for classrooms. We also have picked up some property on Florissant Road, which we might be able to turn into some kind of classroom situation. Chancellor Touhill said she would be happy to take this to Budget and Planning.

Report from Committee on Committees -- Gail Ratcliff
The following replacement for the University Libraries Committee was elected by acclamation:
Dr. Scot E. Danforth, School of Education

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

Report from Executive Committee -- Jeanne Morgan Zarucchi

On September 22, a special meeting of the Senate Executive Committee was held to discuss the Academic Dishonesty Policy. The Committee sought to resolve a conflict brought to our attention by Professor James Tierney, regarding discrepancies between the campus policy, as published in the Faculty Handbook, and the policy of the UM system, as published on the Web page and in the Rules and Regulations. It was unanimously determined that the system regulations must prevail. If anyone is in doubt about this policy, please consult the UM Web page. On September 30, Dr. Nelson sent a letter to all faculty members announcing that the campus Faculty Handbook version is now invalidated. If anyone wants to see the current Academic Dishonesty Policy, they need to consult the system version. If you have not received this message, please contact Ruthann Perkins, to verify that you are on the UM system faculty list.

Additionally, at that meeting on September 22, several other points raised by Dr. Tierney were directed to the Committee on Curriculum and Instruction. Some of those items included whether or not there should be departmental approval for students who seek to enroll in cooperative programs with other universities, and whether or not a student should be approved for graduation, in the event that a case of academic dishonesty may be pending against that individual.

Report from Faculty Teaching and Service Awards-- Carol Kohfeld
Dr. Kohfeld announced the Nomination Short Form distribution and deadline.
Deadline: 5:00 p.m. Friday, October 16, 1998.
(See Attached)

Report from Physical Facilities and General Services-- William Connett
Dr. Connett announced that an open meeting will be held Wednesday, October 14 from 1:00 – 3:00 p.m. in 300 Clark Hall to gather complaints and suggestions about the mail service and other support services. He invited faculty to contact him at connett@arch.umsl.edu.
(See Attached)
Dr. Peck asked whether there was a problem with incoming mail, because there were several things she was told were sent but they had not arrived for several weeks. Dr. Connett answered that he had not heard exactly of a problem with incoming mail but he had heard that there were a number of scheduling problems of people who were supposed to deliver the mail and there may have been a day or two when the mail may not have gone out.

Dr. Korr asked Mr. Schuster when he knew that there was a problem and how long did it take him to find out and more importantly how long did it take him to let any of us know. Mr. Schuster said that as of the end of August there were no problems or complaints. On September 4th he went down to the mailroom and learned that there was a problem. He said that a new supervisor has been hired.

Dr. Korr repeated his former question about when Mr. Schuster told the campus about the problem. Mr. Schuster replied that he didn't have to notify anyone if he did not think there was an alarming situation. He told the campus on Friday of that week.

Dr. Spaner asked if we could include the Computing Committee Chair on discussions regarding the E-mail. Dr. Zarucchi said that we could certainly invite Dr. Sanchez. Dr. Connett said that E-mail would be discussed at the hearing on October 14th.

Dr. Judd asked Mr. Schuster about the mailroom supervisor's request for an assistant in June and asked what he had done about it. Mr. Schuster replied that he had not acted because the supervisor did not pursue the request. Dr. Judd said that having only 1 full time employee in the mailroom was an accident waiting to happen.

Report from University Relations -- E. Terrence Jones
(See Attached)

New Business
Dr. Zarucchi congratulated Bob Samples, Director of University Communications, for receiving an award for 10 years of service.

Completing the business at hand, the Senate adjourned at 4:51 p.m.

Respectfully submitted,

Joyce Corey
Senate Secretary

Attachments:
1) Resolution Honoring Dr. Charles Larson
2) Report from the Chancellor
3) Report from the Faculty Council Presiding Officer
4) Report from the Budget and Planning Committee
5) Report from Faculty Teaching and Service Awards Committee
6) Report from the Physical Facilities and General Services Committee
7) Report from the University Relations Committee

Approved by the Senate on October 6, 1998

Attachment 1

I want to thank Jeanne and the Executive Committee for granting me this time in order to present a resolution for the unanimous consent of the Senate.

Whereas Chuck Larson served for more than two decades as a respected member of the faculty and of the Senate and as Chair of his Department for almost a decade and made numerous contributions to the well being of the Department, the College, the Senate, and the University *and*

Whereas he did serve as the Secretary of the Senate in 1986-87, one of the last faculty to be involved with actually taking the minutes of meetings *and*

Whereas Chuck Larson died on 10 May while still a member of the Senate *and*

Whereas Chuck Larson had deep respect for the Senate and Parliamentary procedure, but an even deeper respect for precision and brevity in the use of the English language, I will dispense with the formula and conclude this resolution in standard English.

Chuck felt very strongly about the rights of faculty to be involved in the decisions that determined what kind of institution UMSL would become and how it served its various constituencies. He believed that the concept of collegial governance at all levels was something more than a slogan or a relic from the past and the inclusion of faculty in decision making was more than a necessary annoyance. Because he believed so strongly in it, he insisted that faculty must also be willing to take the responsibility of being involved and in working with other elements of the University towards mutually beneficial solutions. He combined idealism with pragmatism, but most of all he surrounded them with grace, generosity, and wit. He did not regard his opponents as his enemies and credited them with acting from principle, however misguided they may be at the moment. The remarks he made in the Senate were directed to a point, not at a person. Throughout his career at UMSL, he retained a sense of perspective and a sense of humor. I know how much his friends and colleagues miss him, as well as that amorphous entity known as the University.

Be it resolved that the Senate commemorate the career of Chuck Larson and convey its deepest regrets and sympathies to his widow, Deborah and his son, Drew.

I ask leave to present this resolution for unanimous consent of the Senate and with instructions that copies of it be sent in suitable form to both Deborah and Drew.

Submitted on Tuesday, 6 October, 1998 Charles P. Korr

6 October 1998

University Senate

Remarks by
Blanche M. Touhill

Attachment 2

On Friday and Saturday we held a series of events which marked the opening of the St. Louis Mercantile Library at the University of Missouri – St. Louis. I estimate that more than 600 people attended these events and toured the new facility.

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As I hope all of you are well aware, UM-St. Louis will have its ten-year North Central Association reaccreditation Site Visit this academic year. The actual site visit will occur on February 8, 9, and 10 next year. In preparation for that site visit, a number of committees have been working for the past 18 months. The Senate Ad Hoc Committee on

Reaccreditation was one of those committees. The Steering Committee, under the direction of Dean Wartzok, has coordinated the writing of the self study document. That document is now available for comment by all members of the University community.

Dean Wartzok is out of town today, so I have asked Interim Dean Martin Sage, a member of the Steering Committee, to summarize the work of the Steering Committee and present an overview of the ways in which everyone can provide feedback to the Steering Committee to improve the draft of the Self Study before it is submitted to the North Central Association.

REPORT OF THE PRESIDING OFFICER, FACULTY COUNCIL

Prepared for the October 6, 1998 meeting of the University Senate
Submitted by Dennis Judd, Presiding Officer

The Faculty Council met on October 1, 1998. Three major subjects were discussed:

1. Members of the Faculty Council discussed the recent mailroom crisis and other issues related to the state of basic infrastructure and services on the campus. In addition to concerns about mail service, faculty members expressed concern about the repeated problems with e-mail service, the virtual dismantling of the Urban Information Center, and the shrinking space for books and study in the Thomas Jefferson Library. The Senate Committee on Physical Facilities has scheduled a hearing for Wednesday, October 14, 1-3 PM, dealing with infrastructure questions. On behalf of the Faculty Council, I urge all faculty members who are concerned about these matters to attend that hearing.

2. There was a discussion of the Faculty Workload Policy. Several Council members expressed concern about how it apparently is being administered, and expressed a desire to learn more. A motion was passed instructing the Presiding Officer to schedule a meeting of faculty members with Vice-Chancellor Nelson. Although this meeting will be sponsored by the Faculty Council, all interested faculty members will be invited (and urged) to attend.

3. The main agenda item was a discussion of the report prepared by AMS Planning and Research, "Operating Forecast: University of Missouri-St. Louis Performing Arts Facilities." Faculty Council members expressed serious concerns about several aspects of the report. Several faculty members questioned the consultants' projection that an average of 825 people will attend a campus-sponsored music performance each week for two semesters. It was noted that the main use for the 1,650-seat performance hall appears to be commercial, and not appropriate for most campus events. Concern was expressed about the fact that the President Pacheco, in answer to a letter from the Presiding Officer, did not commit himself to supporting the consultants' estimate of $1,051,115 million in operating subsidy per year from the state (in delivering this report, I will read the President's letter). Finally, several faculty members expressed concerns about the impact the Performance Arts Center, as presently planned, may have on campus services and programs. At the conclusion of the discussion, the Faculty Council passed a motion asking the Presiding Officer to circulate, via e-mail, a draft resolution concerning the Performing Arts Center. When this draft is prepared, Council members will discuss it with faculty in the units they represent, in order to promote campus-wide discussion and debate. Guided by these discussions, the Faculty Council will consider a revised resolution at its November meeting.

Attachment 4

REPORT OF THE SENATE BUDGET AND PLANNING COMMITTEE

October 6, 1998

The Senate Budget and Planning Committee met on September 28, 1998 at which the following items were discussed. Dr. Donald Driemeier continued his discussion with the members of the Committee on various aspects of the Performing Arts Building. These discussions will continue to be a part of the Committee's agenda. President Pacheco's Strategic Planning Materials were distributed to the Committee and I gave the Committee an overview of this initiative. The President's plan cites four critical success factors which are: Student success, program quality, research and scholarship and state needs. Four other factors will be part of this plan; i.e., financial health, enrollment management, quality of human resources and systemwide leadership and management. I believe this system wide planning effort will be basically completed in December or early in 1999. I have informed the Committee that this Strategic Plan for the University of Missouri will not eliminate the need for campus planning efforts. Our campus will continue with our five year planning efforts, "Enhancing the Mission." Also at the September 28 meeting, Vice Chancellor Gary Grace gave a preliminary report on the Fall enrollment figures similar to the figures mentioned in the Chancellor's report to the Senate.

Faculty Teaching and Service Awards

Carol Kohfeld, Chair
Senate Meeting - October 6, 1998

The Committee on Faculty Teaching and Service Awards circulated a draft letter to its committee members and responded over E-mail. The resulting letter was sent to all faculty describing the four teaching awards for which we are seeking short form nominations. Following are descriptions of the four awards:

> The **Chancellor's Faculty Teaching Award** recognizes outstanding teaching in the graduate and/or undergraduate curriculum by a full-time regular UM-St. Louis faculty member.
>
> The **Chancellor's Faculty Service Award** recognizes outstanding academic, humanitarian, or professional service on campus and/or beyond the boundaries of the University by a full-time regular UM-St. Louis faculty member.
>
> The **Presidential Award for Outstanding Teaching** recognizes outstanding teaching by a tenured faculty member with at least 10 years of service on a University of Missouri campus. Each campus may submit one nominee.
>
> The **Thomas Jefferson Award** honors a member of the University of Missouri community who "through personal influence and performance of duty in teaching, writing and scholarship, character and influence, devotion and loyalty to the University best exemplifies the principles and ideals of Thomas Jefferson." Any member of the UM community, active or emeritus, is eligible. A campus may submit more than one nomination for this award.

A short form nomination form was attached to the announcement letter and distributed to all faculty members on September 25th. Completed short form nominations should be returned to Susan English, Senate Assistant-258 General Services Building, no later than **5:00 p.m. on Friday, October 16, 1998**. The committee will meet after the 16th deadline to select candidates from whom we will request long form nominations.

Attachment 6

Senate Meeting, October 6, 1998
Report of the Senate Committee on Physical Facilities and General Services.

One part of the charge to this committee is:

> recommending to the Senate policies and procedures in the areas of campus facilities and general services. It shall ... review and report priority matters relating to ... support services to the Senate, and review and process complaints and suggestions regarding services.

The committee has been stirred into action by the recent problems in the mail room and is calling an open meeting of the committee on Wednesday Oct 14 from 1-3 in 300 Clark Hall. The purpose of this meeting is to gather complaints and suggestions about the mail service, or the lack of it, on this campus. We are primarily concerned with the goals, procedures, and obstacles relevant to obtaining a quality mail service here at UMSL. We are interested in personal observations, eg "My grant renewal was not mailed off for two weeks, and I was barred from the competition for this reason." We are not interested in hearsay, for example "I heard that Joe's brother's grant renewal was not mailed out for two weeks." We are primarily concerned with the mail room, but will be willing to listen to comments on any of the other services provided by the university. If you can not attend this meeting in person please contact the committee directly by e-mail (connett@arch.umsl.edu) or through the Senate office (by telephone at 516-6769, or by mail at Faculty Senate, 258 General Services Building, Campus). Other meetings can be scheduled if necessary.

William Connett
For the Committee

REPORT TO UNIVERSITY SENATE

Committee on University Relations
October 6, 1998

The Senate Committee on University Relations met October 1, 1998 to review the Division of University Relations 1998-1999 Goals. In addition to Vice Chancellor Kathy Osborn, an ex officio member of the Committee, two other University Relations staff--Bob Samples and Robbyn Wahby--also attended the session.

Here are the major points from the meeting:

1. The Committee urged that the goal to "provide construction updates through Friday's Update and The Current and periodic flyers" receive added emphasis. There is inadequate information about and understanding of land use plans, construction projects, and other major initiatives among many faculty, students, and staff. More timely information, disseminated as part of or an addition to, the Friday Update would be most helpful.

2. Kathy Osborn and Bob Samples briefed the Committee on the new marketing initiative. During Summer 1998, an additional $230,000 was spent on recruitment marketing and, for the first time, the effort included television advertisements. This initiative is given part of the credit for the increase in student enrollment. The outside advertising firm is conducting research and will be preparing a strategic marketing plan by sometime in November. The Committee will be one of the campus bodies reviewing and reacting to the plan.

3. Using faculty volunteers to solicit funds from past alumni donors was instituted last year and the results were positive. Additional funds were raised and the program will be continued this year.

4. The Alumni Association is making a special effort to cultivate alumni who live outside the St. Louis area. If faculty making professional trips are interested in meeting with alumni during these journeys, the Alumni Office will facilitate the arrangements.

5. The top development priorities for this year are the Performing Arts Center, endowed professorships, and the Mercantile Library/Center for Transportation Studies.

E. Terrence Jones, Chair

University Senate

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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, November 3, 1998, in 126 J.C. Penney.

I. Approval of Minutes from Previous Meeting

II. Report from the Senate Chair -- Jeanne Morgan Zarucchi
Board of Curators Meeting October 16, 1998

III. Report from the Chancellor -- Vice Chancellor Jack Nelson

IV. Report from the Faculty Council Presiding Officer -- Dennis Judd
Health Care Insurance
Meeting on Faculty Workload Policy

V. Report from Intercampus Faculty Council -- Paul Roth

VI. Reports from Standing Committees:

A. University Libraries -- Harold Harris

B. Assessment -- Helene Sherman
Assessment Instruments

C. Budget and Planning-- Vice Chancellor Jack Nelson
Committee Resolution October 16, 1998

D. Bylaws and Rules -- William Long
Changes in Senate Operating Rules 4 and 5 ***(Action Item-See Attached)***

E. Committee on Committees -- Gail Ratcliff
Ballot for Committee Replacements ***(Action Item)***

F. Committee on Computing -- Susan Sanchez
Announcement of Grants Awarded

G. Curriculum & Instruction -- David Ganz
Course Proposal Changes ***(Action Items-See Attached)***

an equal opportunity institution

H. Physical Facilities and General Services -- William Connett
Summary of October 14 meeting.
Discussion of parking, lighting, security and keys.

I. Recruitment, Admissions, Retention and Student Financial Aid -- Joseph Martinich
Financial aid for students who are taking courses at other universities.

J. Student Publications -- Van Reidhead

VII. Other Business

Attachments:
1) Senate Operating Rules
2) Proposed Revisions to Senate Operating Rules
3) Report from the Committee on Curriculum and Instruction

Attachment 1

SENATE OPERATING RULES
(as of February 18, 1997)

1. The grade point average used to determine student eligibility for service on the Senate and on committees shall be the overall cumulative grade point average reflected in CICS5.

2. For committees requiring representation from specific divisions of the College of Arts and Sciences, departments within the College shall be categorized as follows: Humanities -- Art, English, Foreign Languages and Literatures, Music, Philosophy; Social Sciences -- Anthropology, Communication, Criminology and Criminal Justice, Economics, History, Political Science, Psychology, Social Work, Sociology; Science/Mathematics -- Biology, Chemistry, Mathematics and Computer Science, Physics and Astronomy.

3. The Senate shall meet on the second Tuesday of each month during the academic year when practicable.

4. Attendance at meetings by senators is mandatory and obligatory. Failing to attend invokes the penalties of conscience and self-castigation.

5. Any new business must be distributed to all Senate members at least five days before a meeting. This rule does not apply to committee reports, although committees are encouraged to circulate reports prior to the meeting.

6. Committee reports should (a) be filed with the Secretary of the Senate in advance of or at the meeting where actions are presented; (b) include the names of committee members; (c) present motions only as a part of the report.

7. A report from the Chancellor shall be presented at each meeting of the Senate. The report shall include information on action taken as a result of Senate recommendations.

8. Minutes of the Senate meetings should include motions as presented, with a summary of the main points of the discussion.

9. All members of the Faculty and student senators shall receive a copy of the Senate committee membership roster.

10. The budget for athletics shall be recorded as information to the Senate.

(continued)

11. All students, irrespective of their status as elected, appointed, or ex officio members of the Senate and/or Senate committees, are required to satisfy the eligibility requirements stated in the bylaws during the entire period of their service. Elected and appointed students will be replaced in accordance with the bylaws if they fail to satisfy all requirements. Ex officio students will not be recognized by the Senate if they fail to satisfy all requirements. A qualified replacement may be appointed by the Senate Chairperson to serve until such time as the ex officio student meets the stated requirements.

12. Only voting members of the Senate may vote at meetings of the Senate. Proxy voting is prohibited.

13. Only voting members of Senate committees may vote at committee meetings. Proxy voting is prohibited.

PROPOSED REVISIONS TO SENATE OPERATING RULES

Current Version:

4. "Attendance at meetings by senators is mandatory and obligatory. Failing to attend invokes the penalties of conscience and self-castigation."

Proposed Change:

4. "Senators will initial an attendance sheet at the back of the room when they enter a Senate meeting. The records of attendance will be posted on the Senate web site and the URL of that web site will be prominently displayed on ballots for election of Senators."

Rationale:

The Bylaws and Rules Committee feels that Senate attendance is a serious obligation of those elected.

Current Version:

5. "Any new business must be distributed to all Senate members at least five days before a meeting. This rule does not apply to committee reports, although committees are encouraged to circulate reports prior to the meeting."

Proposed Change:

5. "The agenda for the Senate and its attachments shall be placed in the campus mail to Senators no later than Thursday before a Tuesday Senate meeting. The agenda shall be posted on the Senate web site no later than Friday before a Tuesday Senate meeting."

Rationale:

This confusing rule has, in the past, even been used to prevent introduction of **any** new business. The Bylaws and Rules Committee thinks it important that Senators have as much information as possible before Senate meetings in order to deliberate effectively, but feels that there are adequate parliamentary safeguards to prevent reckless disposition of unanticipated items arising from the floor.

REPORT FROM THE COMMITTEE ON CURRICULUM AND INSTRUCTION

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

A. Change in Certificate Program

Undergraduate Certificate in Biotechnology

B. Change in Degree Requirements

1. Doctor of Optometry
2. B.A. in Mathematics, B.S. in Education, B.S. in Applied Mathematics, and B.S. in Computer Science
3. Bachelor of Social Work

II. Housekeeping: Change in Degree Requirements

Bachelor of Arts in History

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

Curricular Designation/Number	Add/Drop/Change	Course Title	Credit Hours
Anthropology 091	Add	Introductory Topics in Anthropology	3
Anthropology 135	Change in description	Old World Archaeology	3
Mathematics 20	Change in prerequisite, description	Contemporary Mathematics	3
Mathematics 30	Change in prerequisite	College Algebra	3
Mathematics 50	Change in prerequisite	Structure of Mathematical Systems I	3
Mathematics 80	Change in Prerequisite	Analytic Geometry and Calculus I	5
Mathematics 100	Change in prerequisite	Basic Calculus	3
Mathematics 102	Change in prerequisite	Finite Mathematics I	4
Mathematics 105	Change in prerequisite	Basic Probability and Statistics	3
Computer Science 275	Change in title, description	Advanced UNIX and C++ (formerly Advanced Programming Techniques in C)	3
Probability and Statistics 31	Change in description	Elementary Statistical Methods	3
Probability and Statistics 132	Change in prerequisite, description	Applied Statistics I	3

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

MBG

(Do Not Write in This Space)

ROUTING:	initials/date
Academic Affairs	LWM/5-19-98
Graduate School (if applicable)	/
Senate C&I	/
Senate	/
Academic Affairs	/

Biology
Department

Signed: Robert Derby
Department Chair
March 9, 1998
Date

Arts & Sciences
School or College

Signed: Martin Sage/JR
Dean
5-6-98
Date

Undergraduate Certificate in Biotechnology
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) 134 and year 1997-98 of most recent Bulletin listing.

Current Bulletin listing:	Proposed Bulletin listing:	Rationale:
	Undergraduate Certificate in Biotechnology 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. **Requirements** 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: **Biology 216**, Microbiology **Biology 218**, Microbiology Laboratory **Biology 226**, Genetics Laboratory	SEN: 7/88

Page number(s) 134 and year 1997-98 of most recent Bulletin listing.

Current Bulletin listing:	Proposed Bulletin listing:	Rationale:
Biology 278, Biological Chemistry Laboratory **Biology 328**, Techniques in Molecular Biology	**Biology 228**, Introduction to Biotechnology **Biology 375**, Techniques in Biochemistry	Addition of required new course. Number and name change already approved for laboratory course
	One of the following two courses: **Biology 326**, Gene Expression in Eukaryotes **Biology 338**, Gene Expression in Prokaryotes	
One of the following four courses: **Biology 317**, Immunobiology **Biology 335**, Molecular Cell Biology **Biology 334**, Virology **Biology 376**, Topics in Biological Chemistry, or **Chem 372**, Advanced Biochemistry	**One of the following five courses:** **Biology 317**, Immunobiology **Biology 328**, Techniques in Molecular Biology **Biology 334**, Virology **Biology 335**, Molecular Cell Biology **Biology 376**, Topics in Biological Chemistry, or **Chem 372**, Advanced Biochemistry	Addition of course to allow more flexibility in elective choices for certificate.

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

MBG

(Do Not Write in This Space)

ROUTING:	initials/date
Academic Affairs	LMM 5/1/98
Graduate School (if applicable)	
Senate C&I	_____/_____
Senate	_____/_____
Academic Affairs	_____/_____

Page 1 of 1

Signed: _____

Department | Department Chair | Date

Optometry | Signed: Ralph P Gazia | 4/27/98

School or College | Dean | Date

Doctor of Optometry (O.D.)

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. New addition; *suggest insertion between Grades and Graduate Studies which appear on p. 444 of 1997-98 Bulletin.*

Current Bulletin Listing:	Proposed Bulletin Listing	Rationale:
	Time limitations All of the required courses during the first 6 semesters of the program must be completed within 9 semesters of first course enrollment and all required courses for the O.D. degree must be completed within 6 years after the first course enrollment.	It is necessary to insure that graduates have been educated with the most current knowledge for clinical practice and licensure. The School of Optometry has not explicitly stated this in the catalog, although the Graduate School has done so. We believe that we need both an over-all maximum and a maximum time to complete coursework necessary for full patient care.

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

(Do Not Write in This Space)
initials/date

ROUTING:

Academic Affairs	MM	5-19-98
Graduate School (if applicable)		/
Senate C&I		/
Senate		/
Academic Affairs		/

Mathematics and Computer Science
Department

Signed [signature] Department Chair — 2/27/98 Date

Arts and Sciences
School or College

Signed [signature] Dean — 5-6-98 Date

B.A. in Mathematics, B.S. in Education, B.S. in Applied Mathematics, and B.S. in Computer Science
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
Business Administration [signature] School of Education [signature]

Page number(s) 226-227 and year 1997-98 of the most recent Bulletin listing.

Current Bulletin listing:	Proposed Bulletin listing:	Rationale
Related Area Courses **1) Biology:** **Biology 220,** General Ecology **Biology 222,** General Ecology Laboratory **2) Biology:** **Biology 224,** Genetics **Biology 342,** Population Biology **3) Chemistry:** **Chemistry 11,** Introductory Chemistry I **Chemistry 12,** Introductory Chemistry II **4) Chemistry:**	**Related Area Courses** **1) Biology:** **Biology 220,** General Ecology **Biology 222,** General Ecology Laboratory **2) Biology:** **Biology 224,** Genetics **Biology 342,** Population Biology **3) Chemistry:** **Chemistry 11,** Introductory Chemistry I **Chemistry 12,** Introductory Chemistry II **4) Chemistry:** **Chemistry 231,** Physical Chemistry I	

Chemistry 231, Physical Chemistry I
and another 200-level, or above, chemistry course.
5) Computer Science
Computer Science 225, Data Structures and Problem Solving, and one of either
240, Computer Hardware and Small Computer Systems I,
or
313, Analysis of Algorithms

6) Economics:
Economics 365, Introduction to Econometrics,
and one of either:
Economics 366, Applied Econometrics or
Economics 367, Econometric and Time Series Forecasting

7) Philosophy:
Philosophy 160, Formal Logic
Philosophy 260, Advanced Formal Logic
Philosophy 280, Philosophy of Science

8) Physics:
Physics 111, Physics: Mechanics and Heat
Physics 112, Physics: Electricity, Magnetism, and Optics

9) Physics:
Physics 221, Mechanics
and another 200-level, or above, physics course

10) Business Administration:
Business Administration 375, Operations Research and one of the following:
Business Administration 308, Production and Operations Management
Business Administration 329, Business Forecasting
Business Administration 385, Operations Research II
Business Administration 487, Advanced Operations Research Applications (with consent of the School of

and another 200-level, or above, chemistry course.
5) Computer Science
Computer Science 225, Data Structures and Problem Solving, and one of either
240, Computer Hardware and Small Computer Systems I,
or
313, Analysis of Algorithms

6) Economics:
Economics 365, Introduction to Econometrics,
and either:
Economics 366, Applied Econometrics or
Economics 367, Econometric and Time Series Forecasting

7) Philosophy:
Philosophy 160, Formal Logic
Philosophy 260, Advanced Formal Logic
Philosophy 280, Philosophy of Science

8) Physics:
Physics 111, Physics: Mechanics and Heat
Physics 112, Physics: Electricity, Magnetism, and Optics

9) Physics:
Physics 221, Mechanics
and another 200-level, or above, physics course

10) Business Administration:
Two of the following courses:
Business Administration 308A, Production and Operations Management
Business Administration 308B, Production and Operations Management - Logistics
Business Administration 308C, Production and Operations Management - Manufacturing
Business Administration 308D, Production and Operations Management - Service Systems

Business Administration requested a revision of this related area.

Business Administration)
Business Administration 483, Production and Operations Management (with consent of the School of Business Administration)

11) Engineering:
Engineering 144, Statics
Engineering 145, Dynamics

Business Administration 329, Business Forecasting
Business Administration 330, Quality Assurance in Business
Business Administration 375, Operations Research
Business Administration 385, Operations Research II

11) Engineering:
Engineering 144, Statics
Engineering 145, Dynamics

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

(Do Not Write in this Space)
initials/date

ROUTING:
Academic Affairs Lmm / 5-19-
Graduate School (if applicable) ___/___
Senate C&I ___/___
Senate ___/___
Academic Affairs ___/___

Page 1 of 1

Social Work
Department

Signed: Joan Hashimi — Department Chair — 2/13/98 Date

Arts and Sciences
School or College

Signed: Martin Sage / JC — Dean — 5-6-98 Date

Bachelor of Social Work
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

Social Work Joan Hashimi Sociology [signature] Political Science C. Kolefeld Psychology [signature]
Women's and Gender Studies [signature] Anthropology [signature] Criminology and Criminal Justice [signature] Economics [signature]

Page number(s) 290 and year 1997/98 of most recent Bulletin listing.

Current Bulletin listing:	Proposed Bulletin listing:	Rationale:
	Related Area Requirements The following courses, or their alternatives, are required: Biology 1, General Biology, or Biology 11, Introductory Biology I Econ 40, Introduction to the American Economy PolSci 11, Introduction to American Politics Psych 3, General Psychology Sociology 10, Introduction to Sociology Sociology/Psych 160, Social Psychology Sociology 220, Sociological Statistics Either Sociology 230, Rasearch Methods and Sociology 231, Research Methods Lab or Social Work 330, Research Design in Social Work and one additional biology course from the following: 110, Human Biology 113, Human Physiology and Anatomy 115, Human Heredity and Evolution 120, Environmental Biology 140, Female Sexuality	We wish to include courses from the Institute for Women's and Gender Studies as an alternative for our required electives.
At least nine additional hours must be taken in social work, sociology, political science, psychology, 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.	At least nine additional hours must be taken in social work, sociology, political science, psychology, women's 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.	

SEN: 7/88

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 19, 1999, 3:00 p.m.)

SENATE MINUTES
UM-ST. LOUIS
December 8, 1998
3:00 p.m. 126 J. C. Penney

Dr. Jeanne Morgan Zarucchi, Senate Chairperson, called the meeting to order at 3:05 p.m. Minutes from the previous meeting (held November 3, 1998) were approved as submitted.

Report from the Senate Chair -- Jeanne Morgan Zarucchi
Vice Chancellor Nelson has informed Dr. Zarucchi and Dr. Judd of his plan to appoint a task force on General Education. This is primarily in response to a request from the North Central Association. Dr. Nelson has assured Dr. Zarucchi and Dr. Judd that this is to be a part of an overall campus self-evaluation and that the task force will have no pre-assigned objective. Dr. Nelson has also stated that if the task force makes any recommendations, they will be submitted to the Senate for review.

Report from the Chancellor -- Chancellor Touhill
(See Attached)
Dr. Cohen addressed the Chancellor, stating that she prided herself on being a part of a public university that is very sensitive to the diversity of its constituents. Dr. Cohen said that she worries that campus decorations are very symbolic at the Christmas holiday, and thinks there are very tasteful and festive ways to celebrate many holidays all at once on the campus. Dr. Cohen worries that we are moving in one symbolic direction.

Dr. Touhill thanked Dr. Cohen and said that it was her understanding that different holiday symbols, including a menorah, would be put on display. Dr. Sherman said that she had put up a small menorah display in the lobby near the Bookstore. Dr. Touhill said that she would look into this matter.

Report from the Faculty Council Presiding Officer -- Dennis Judd
(See Attached)

Report from Intercampus Faculty Council -- Jeanne Morgan Zarucchi
Dr. Zarucchi reported that the IFC met in Columbia on November 20th. The principal action item was the approval of Revised Grievance Procedures for Faculty, which has been a subject of discussion in the IFC and on each campus. The Revised Procedures were approved unanimously by the IFC members and have been forwarded to the University General Counsel's office for their review. The Revised Grievance Procedures will then be submitted to the Board of Curators who must vote their approval.

Dr. Cottone asked if there was any comment or question about Promotion and Tenure Procedures at the IFC meeting. Dr. Zarucchi said no, that it had not been a discussion item. Dr. Zarucchi said that the Chairperson of the MU Faculty Council, which is the equivalent to our Senate, did notify the IFC that the UM-Columbia Faculty Council has just revised their Tenure Procedures. Dr. Zarucchi has requested a copy of that document and will forward it to Dr. Cottone for distribution to the ATP Committee. Dr. Zarucchi said that the Columbia Faculty Council has worked on their Promotion and Tenure Procedures for the past year and it may be some time before the final copy is complete.

Dr. Connett asked if there was any discussion at the IFC meeting about the impact of the lack of knowledge regarding the Tenure Procedures and the changes made by Dr. Nelson and the ATP Committee. Dr. Connett asked who is supposed to address this issue. Dr. Zarucchi answered that the Senate Executive Committee has recommended that the ATP Committee would be the most appropriate. Dr. Connett realizes that we are going to implement the Board's policy, but his question is, how could policy change and we not be informed. Dr. Connett said that there is a gap between the great labor we have on these procedures and the actuality. Dr. Zarucchi said that this point has been raised in Executive Committee discussion and it was pointed out that there is a difference between the historical reconstruction of how information got lost in the past versus what do we do now.

Dr. Korr said that what one President can do another President can undo. He said that the real question for the IFC would be to approach the current President and try to get the executive order rescinded, or at least to modify it in a way that is more acceptable to what the faculty generally thinks is a more professional way of doing business. Dr. Cottone said that Mel George revised the executive order as one of his last acts in his interim presidency, so two presidents were involved with this document. Dr. Cottone reported that Dr. Lehmkuhle said the document is as binding as curator policy. Dr. Cottone said that if the document were changed it would go to the IFC. Dr. Korr said that he didn't think there should be an "if" there. Dr. Zarucchi said that she, Dr. Madeo and Dr. Roth, the IFC representatives, have discussed whether or not this is the appropriate time to bring anything forward to the IFC, and they decided that it would not be productive to bring the issue forward without a proposal to substitute. Dr. Zarucchi said that when this campus comes forth with approval of a substitute policy or specific language to amend the existing policy, then the IFC representatives would be happy to bring it forward. Dr. Zarucchi said that as an IFC representative, she invited discussion on this, and given that the ATP Committee has indicated its willingness to accept this responsibility, that will be the direction to go. And if that revised document entails an amendment of the President's Executive Order, then it will go to the IFC.

Dr. Zarucchi asked if there were any objections to an amended Agenda to include Curriculum and Instruction. No objections were made. Dr. Zarucchi said that the Curriculum and Instruction Committee report would be added after the Bylaws and Rules Committee report.

Report from ATP -- Rocco Cottone

(See Attached)

Dr. Peck asked if there is any discussion anywhere about how communications may have improved since 1992 so that if a new executive order is signed today we know about it in somewhat less than six years' time. Dr. Cottone said that there was a failure here, he wasn't sure if it was the system, but the Nursing tenure document had reference to the policy and that was how they found it. The question is, how did it get there, and Dr. Cottone said that is a question he would like to raise with Dean Durham and Dr. McSweeney. Dr. Cottone said the fact is, somehow they got information on

that executive order, assuming that the executive order was communicated to the campus through the Academic Affairs office. We might ask Dr. Nelson to do a search to see where there is a breakdown so it does not happen again, now the question is how do we deal with it. Dr. Peck asked how do we know the communication process is improved so it doesn't happen again. Dr. Martinich said that either the Chancellor or the IFC Representatives or both need to prevent this problem, and he asked that there be a clear procedure established that an executive order or board action that has any input on Academic Affairs be given to the Chancellor of each campus, to distribute it to all faculty. Dr. Connett asked Dr. Cottone whom he saw as actually making policy on tenure, is it the Board, the President, or the Chancellor. Dr. Cottone answered that this is curator policy, and that an executive order could be implemented as equivalent to curator policy. Dr. Touhill confirmed this fact. Dr. Connett asked if there was faculty input. Dr. Cottone said again that he could not answer regarding the history of the document. Dr. Connett asked who could. Dr. Cottone said probably Dr. Lehmkuhle, and we will ask him.

Dr. Cottone said that his concerns were present and future, and the ATP Committee will need to make wise decisions this year that will stand. Dr. Cottone asked for feedback regarding changes that faculty would want, at any level, for procedures or policy. Dr. Judd asked if there was any thought to a hearing. Dr. Cottone said that the Committee would have a busy year not only going forward with deliberations on candidates but also allowing time for rebuttals. Dr. Cottone said that the ATP Committee has also promised the Deans that if there is a disagreement with a decision that the Committee will invite them to be present on the case. Dr. Cottone said that if they have time for a hearing he would be comfortable doing so, and that he would take it to the Committee to make this decision based on time, but in the meantime he would appreciate written comments to present to the ATP Committee.

In response to Dr. Connett's question, Dr. Zarucchi commented that in the event of a conflict between System policy and Campus policy that System policy overrides, that is very clear. Also, according to our Rules and Regulations there is a definition of educational policy whereby faculty are given the authority to develop and implement educational policy together with appropriate administrative officers. Dr. Zarucchi said that there are policies that are system wide, and there are other more specific campus procedures for implementing said policies, and that the campus procedures are expected to be more detailed.

Dr. Connett said that no issue is closer to the heart of what the American university is than tenure. Dr. Connett said that he did not hear any indication that there was faculty input in a major change in a faculty rule, and he felt that if tenure changes at the whim of an exiting president without any faculty input, we are in a very dangerous situation, and we need to do something about that.

Report from Assessment of Educational Outcomes -- Helene Sherman

Dr. Sherman announced that the Senate Committee on Assessment of Educational Outcomes has been asked by the Counseling Service to distribute an approved Survey on Student Expectation and Satisfaction. This survey is one component of the campus assessment program mandated by CBHE. Dr. Biegen from Counseling Services explained the survey and answered questions.

(See Attached)

Dr. Biegen said that, as an incentive, students who participate would be put into some type of lottery. Dr. Biegen said that UM-St. Louis has the opportunity to include ten customized questions, questions that are not included in the national survey. Dr. Biegen said that she could be reached at 516-5711 for questions, or suggestions for the ten customized questions.

Dr. Munson asked if students would be required to include their Social Security number, which is a unique identifier. Dr. Beigen said that students would be given that option, but it would not be required. She said the students would be told the Social Security number will be used to do follow-up research on students that fit a particular profile to see whether they were actually students that were retained at the institution or students that dropped out.

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

Report from Bylaws and Rules -- William Long
The drafted Bylaw change (December Senate Agenda attachment) originated from the Ad Hoc Committee on the Status of Non-Regulars in the Senate, chaired by Dr. Larson. The committee disbanded during this past summer after working through Spring 1998. The ad hoc committee recommendations were sent to the Bylaws and Rules Committee to gather facts and to perfect the language. Dr. Long said the Bylaws and Rules Committee is still working on the language of the Bylaw Amendment change through e-mail conference.

Dr. Long said that approximately 20% of the teaching staff are academic non-regular, many having extremely important positions including one that will be a dean within the next month. The academic non-regular faculty are the single element of the university that has no representation in the Senate at present.

Dr. Burkholder asked the Chair of the ad hoc committee, Dr. Larson, to discuss briefly the nature of the recommendation and the rationale. Dr. Larson said that the Senate voted in Spring 1998 to constitute an ad hoc committee to reexamine the position on non-regulars in the Senate. Traditionally non-regulars have not held any position in the Senate, and the ad hoc committee assumed that its mission was to find a way for non-regular faculty to have full voting rights and membership on committees.

In Spring 1997 the College of Arts and Sciences voted to include non-regular teaching faculty within the College on all elected College committees and to give them voting rights. In a sense it seemed appropriate to bring this forward to the Senate, since the College has the largest number of non-regulars of any unit on campus. The ad hoc committee began meeting late spring, and decided to redefine the term faculty, because at that time the committee thought this was possible (but has since been told by Dr. Long it is not). The committee decided to modify the definition to include all those in units who teach classes and hold full-time positions. The academic title that such individuals hold varied from unit to unit. The individual titles listed in the draft include colleagues who have worked along aside ranked faculty, sometimes for up to 20 years or more, teaching the same classes, contributing to the intellectual climate of the campus, and serving those departments.

Dr. Judd said that this is the rationale but asked if there is a problem. Dr. Zarucchi answered that the problem is the lack of representation of non-regular faculty on the Senate. Dr. Judd asked how this issue came up, was this expressed by a non-regular faculty member. In Spring 1998, Dr. McSweeney made a motion to find a way to include the non-regulars in the Senate. Dr. Judd asked if non-regular faculty supported this change. Dr. McSweeney answered that in the College of Nursing, non-regulars were relying on regular faculty to express their concerns to the Senate. Dr. McSweeney said that non-regular faculty make up a substantial majority of the unit and have no right

to participation on Senate committees. Dr. Ratcliff said that there is also an equity issue where we have students, staff and administrators serving on the Senate and Senate committees and a significant body of faculty who have no voting rights.

Dr. Martinich said that his concern is that this may cause a dilution of representation of regular faculty and this is a serious issue. Dr. Martinich said that if 10 or 15 non-regular faculty were elected in place of regular faculty that the regular faculty could become the minority. Dr. Martinich said that he would like to see 10 or 15 seats allocated to non-regular faculty and have them elected by non-regular faculty. He said that one of the problems we have now is, there is no guarantee that the non-regular faculty will become elected, therefore they would still not be represented, or at the other extreme, 25 could be elected. Dr. Martinich said that instead of letting the Senate get bigger and bigger he would like the seats to be taken from the students. He asked how many student Senators were present. Three out of twenty-five student Senators were counted. Dr. Martinich said that he has done surveys on this matter and rarely do we have more than 4 or 5 attending after the first of the year. Given the problem with quorum in the past and the problem with election of students in the past, some years we have not even had 25 student candidates. Dr. Martinich thought we should recognize that we have 5 or 10 students who are committed, and essentially we have 22 seats empty. He said that non-regulars should hold 10 or 15 of those seats.

Dr. Larson said that she was extremely reluctant to see this very important resolution fail because of involving it with reducing the number of student Senators, which may be a very controversial issue. The ad hoc committee considered the possibility of providing the non-regulars with their own constituency, which would increase the number of seats on the Senate, but the committee decided that it was not in the spirit of the body of the Senate to separate the non-regular teaching faculty from the regular teaching faculty, and the issue will sort itself during the election.

Dr. Balbes said that there is a person in his department who teaches five courses a year with the title Specialist and he would like this category to be included. Dr. Wartzok asked to include Research Professors. Dr. Sage asked to include Museum Professors. Dr. Zarucchi said the Bylaws and Rules Committee should be contacted to include other titles. Dr. Zarucchi pointed out that this is a first reading and the language is not state of the art. Dr. Kohfeld suggested that the document refer to comparable titles or similar types of titles instead of listing them all. Dr. Long, as an Optometrist not as the Chair of the Bylaws Committee, addressed Dr. Judd's question. In the smaller units, it is a real problem because the school is required to have representatives on many committees, and there are so few regular faculty. Dr. Wilking said that many students cannot attend Senate meetings because they work in the afternoon. He knows one student who was very active on the Student Affairs Committee. Dr. Ratcliff commented that the number of non-regular faculty elected to the Senate would probably be no more than two or three, but that their contribution to committees would be more significant in the long run.

Report from Curriculum and Instruction -- Dave Ganz

Dr. Ganz explained that since the last Curriculum and Instruction Committee meeting it was learned that the Academic Calendar would be on the Board of Curators January Agenda. The Academic Calendar for 2000-2001 (December Senate Agenda attachment) is a draft for the December Senate meeting and will be an action item for the January Senate meeting. The Board of Curators January meeting will follow the January Senate meeting by just a few days, so the Academic Calendar will go forward to the Board of Curators for inclusion but can be pulled from their Agenda if the Senate does not approve it.

Dr. Ganz said that in 1996 the IFC approved guidelines for the calendars for the 4 campuses of the University of Missouri. This calendar is prepared in compliance with those guidelines. The IFC guidelines will override any campus concerns in terms of specific dates. Dr. Zarucchi said that at the IFC meeting it was reported that the 4 campuses have agreed to a coordinated calendar but not an identical calendar.

Dr. Ganz said that each academic unit has received copies of a working paper from the Curriculum and Instruction Committee dealing with the Y and excused grade issue. He has received numerous replies from the School of Education and School of Nursing but nothing from Arts and Sciences. Dr. Ratcliff and Dr. Larson disagreed with Dr. Ganz's comment about not receiving replies from Arts and Sciences. Dr. Ganz corrected his statement by adding he had not heard from the "College" but he had received comments from "people" in the college. Dr. Ganz said that the Committee hoped to bring this issue to the Senate in early 1999, and requested that all responses be in by the end of this semester.

Dr. Ratcliff said that for the first two months of the academic year the calendar on the web showed the wrong dates for Spring Break. Dr. Ratcliff wanted to know who should be contacted for corrections. Dr. Zarucchi said that the coordinator of the master calendar on campus is Ms. Arban. Dr. Ganz said that he is not sure who actually uploaded the calendar. Dr. Ganz said that the one thing that our campus had to change on the calendar, in the last couple of years, is the date of the May commencement, and this was because of the availability of the Kiel Center. Dr. Ganz said that we have gone from a Sunday afternoon to Saturday evening for the May commencement. Dr. Ganz said to his knowledge there had been no other changes to the calendar. Dr. Ratcliff said that she had read a student letter in the Current complaining that Spring Break was scheduled so early and she believed that the student had gotten this information from the Web. A Senator said that she had received an apology and e-mail correction regarding the Spring Break error on the Web. Dr. Ratcliff said that the error was there for months before anyone changed it. Dr. Ganz stated that the IFC guidelines called for the Spring Break to be in the last full week of March.

Report from University Libraries -- Jeanne Morgan Zarucchi for Harold H. Harris
(See Attached)

Dr. Ratcliff commented that, even before the Depository was damaged, when items were requested they were coming from inter-library loan, not within 24 hours, and not from the Depository. Dr. Ratcliff said that she is very concerned about the whereabouts of the Depository items. Ms. Snell, Acting Director of Libraries, said that when a request is made, the library uses an algorithm method to determine the best source for borrowing. Dr. Ratcliff asked, if the Depository is not chosen, should a 24-hour turnaround be expected. Dr. Snell answered yes, and recent studies show problems in transportation to and from the campuses and from the mailroom to the library.

New Business

Dr. Tierney asked who is the author of the Faculty Handbook. Dr. Zarucchi answered the Office of Academic Affairs, and its first printing was prepared while Dr. Roosevelt Wright was Vice Chancellor. Dr. Tierney asked if the Faculty Handbook was in the process of revision. Dr. Nelson answered that the deadline for revising the Faculty Handbook is Fall 1999, but at this time it is not a top priority. Dr. Nelson said that the Faculty Handbook is posted on the Web, but that the same mistakes that are in the paper copy are on the Web. Dr. Tierney said that one item incorrect in the Faculty Handbook has to do with Student Dishonesty and the Senate is now on record as following

System Policy. Dr. Tierney said also finding another item, the Tenure Policy, incorrect in the Faculty Handbook makes one wonder what is next. Dr. Tierney asked that when the Faculty Handbook is revised, it be dated.

Executive Session

Presentations from the Honorary Awards Committee were distributed. Dr. Nelson explained that the presentations gave specifications of individuals being brought forward as potential recipients of Honorary Degrees. Dr. Nelson said that the individuals were nominated from a sub-committee of the Senate and do not require a Second, but are on the floor for action. Dr. Nelson read the names of the first two potential recipients. Dr. Long called for a quorum.

After the quorum was called, a count was taken, and there being an insufficient number of Senators present, the meeting was adjourned at 4:15 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 Appointments, Tenure and Promotion (ATP) Committee
4) Report from Dr. Sharon Biegen, Student Satisfaction Inventory (Assessment of Education Outcomes Committee)
5) Report from the Budget and Planning Committee
6) Report from University Libraries Committee

Attachment 1

December 8, 1998

Chancellor's Report
for the University Senate

I recently have met with several of the schools and colleges to discuss planning for the Performing Arts building, Systemwide strategic planning and several other related items. I will meet with the remaining schools and college during the winter semester.

The School of Education is in discussions with Harris-Stowe State College, whose aim is to make master's degrees in Education more accessible to Harris-Stowe graduates by offering some UM-St. Louis graduate courses on the Harris-Stowe campus. The first courses may be offered on that campus in the fall of 1999.

This week the Governor's Conference on Education is being held in Jefferson City in conjunction with meetings of the Coordinating Board for Higher Education.

Among the agenda items is the awarding of the Governor's Award for Excellence in Teaching. I am delighted to report that Dr. Bob Henson, who has taught physics here for 32 years, is among the awardees.

The CBHE has established a statewide committee to make recommendations concerning general education requirements. Dean Robert Bliss of the Honors College is representing UM-St. Louis on this committee. Our position is that it is essential that each four-year institution be allowed and encouraged to develop its own general education requirements, in recognition of the distinctive character of each four-year institution.

Vice Chancellor Nelson also is establishing a Task Force to review and recommend changes in our General Education requirements. The recommendations of this task force will go to appropriate Senate committees for review and action.

Candidates for the Dean of Arts and Sciences and for the Director of the Public Policy Research Centers have been visiting the campus over the last few weeks. We hope to complete both of these searches in the near future.

Last week search committees were finalized for three endowed professorships:

- The Mercantile Library Professorship in Transportation Studies
- The Jack Barringer III Professorship in Transportation Studies
- The Des Lee Professorship in African/African-American Studies

As Vice Chancellor Nelson announced at the last Senate meeting, we have initiated a process we hope will result in the appointment of several new Curators' and Distinguished Teaching Professors. Several nominations have been received to date. The closing date for nominations for this year is December 15 and I hope we will receive several more nominations.

A November 15 open house for prospective students and their parents attracted more than 550 people. It was a very successful event and I want to thank those of you who participated on behalf of your departments.

Also, I want to report that the offices of admissions and financial aid have begun awarding scholarships for first-time freshmen for fall 1999. We have started awarding these scholarships earlier than in past years to help attract more top quality students to UM-St. Louis. Last year we established a record by enrolling 126 Curators scholars.

The Enrollment Management Task Force and the several sub-committees associated with the Task Force are working toward distribution of a draft Enrollment Plan sometime during the Winter 1999 semester.

The Task Force, co-chaired by vice chancellors Grace and Nelson, anticipates receiving reports from the sub-committees in late January. It also anticipates receiving a marketing plan from our consultants in January as well.

Last month more than 250 donors, students and faculty attended our annual Scholarship reception in the J.C. Penney Auditorium. I want to thank those faculty members who attended the event because this is a special time for our donors to meet with the students they are helping earn an education.

Attachment 2

REPORT OF THE PRESIDING OFFICER, FACULTY COUNCIL

December 8, 1998

On November 13, 1998, Chancellor Blanche Touhill spoke before the Faculty Council about the proposed Performing Arts Center. About 65 people attended, and the discussion was very lively. I came away from the meeting pleased with the discussion. The Chancellor fielded a lot of questions, and faculty members had the opportunity to speak on every side of the issue, often forcefully. Despite the fact that this has been a controversial and even potentially divisive issue on our campus, the tone of the meeting was collegial and cordial. I want to thank the Chancellor and the faculty members who attended for their participation.

At its meeting of December 3, the Faculty Council continued the Performing Arts discussion. Once again the discussion was lively and collegial. At the end of the discussion the Faculty Council passed a resolution instructing me to ask the Chancellor for a written commitment to "backstop" the Performing Arts Center so that no funds from current operating budgets would be diverted to cover any operating losses that might be incurred. I plan to write the Chancellor a letter this week.

The members of the Council also expressed an interest in soliciting information about how departments would use the Performing Arts Center. The Council will hold a discussion about how to gather this information at its next meeting, in February.

At its December 3 meeting, the Council also discussed campus budget processes and priorities. Members of the Council asked me to convene a "virtual meeting" over the Council's listerve, so that people can share information. Pending the outcome of that electronic meeting and the follow-up discussion in February, an ad hoc Task Force on budget processes and priorities may be appointed.

Since the Council's meeting last week, three faculty members have mentioned problems they're having with campus mail. I also have experienced problems: in the political science department and also for the Urban Affairs Review, a large proportion of all mail received is addressed to other units. Obviously this means not only that some mistakes are being made, but that the mail is being mis-sorted a substantial proportion of the time; as a result, some mail delivery is surely delayed, perhaps significantly. Today I sent a message over the Council's listserve asking members of the Council to report on any problems they're having. I also called Vice Chancellor Nelson to alert him to the issue. I invite feedback about these problems, and I'm sure Vice Chancellor Nelson does as well.

UM-St. Louis Senate Appointments, Tenure and Promotion (ATP) Committee.
Report to the Senate, December 8th, 1998.
Submitted by R. Rocco Cottone, Committee Chair.

This report is a summary of activity of the Appointments, Tenure, and Promotion (ATP) Committee of the UM-St. Louis Senate.

Several concerns were raised on the Senate floor at the last Senate meeting subsequent to Dr. Nelson's revisions of the tenure and promotion procedures. Dr. Nelson's actions should be judged in the context of the activities of the ATP Committee this year.

At the outset of the academic year, the ATP Committee decided to reassert its charge – to reiterate its mandate – following concerns over the number of administrative reversals of decisions in the 1997-1998 academic year. The Committee sought information on several matters, including the role of the Academic Vice Chancellor, the role of the Graduate Dean, the nature of guiding documents, the relative weight of guiding documents, and clarification on procedures. At the outset, the Committee sought counsel from Mark Burkholder, the prior year's ATP Committee chair, Vice Chancellor Nelson, Chancellor Touhill, Graduate Dean Wartzok, and former Graduate Dean Jordan. In addition, all unit documents were requested, and university documents were reviewed. All unit deans, Dr. Wartzok, and Dr. Nelson were invited to attend a meeting with the intent of opening discussion on unit guiding documents and addressing procedural differences across units. The meeting was held on October 20th. In the process, it was discovered that the Faculty Handbook, which has been considered by many as a guiding document, is out-of-date and fails to reference the most recent System-wide policy. An "Executive Order" dated 1992, was discovered by its reference in the College of Nursing's unit document. With the help of Dr. Nelson, that document was obtained, examined, and evaluated against current UM-St. Louis policy and procedures. System-wide and campus differences were discovered, which led to Dr. Nelson's action to revise current campus procedures. Dr. Nelson brought his proposed procedural revisions to the ATP Committee the day of the last Senate meeting, and he incorporated several changes recommended by the committee. There was a sense of urgency to get revised guidelines distributed to the decisional units, so that this year's work could proceed on schedule. At that meeting, it was agreed that the procedures would stand for this academic year, and at the end of the year the ATP Committee would review all procedures and standards and make recommendations to the administration and to the Senate.

Already there have been concerns raised about Dr. Nelson's document. A department chair of associate professor rank complained that the procedures for promotion of individuals to the full professor rank did not direct an associate professor department chair to write a letter of support or non-support. System-wide procedures appear unclear on this matter. Obviously, there will be questions related to the Nelson document. But the intent is to standardize procedures as much as possible this year in order to ensure that wise and enduring decisions will be made. We are attempting to avoid reversals on procedural issues. Dr. Nelson's recommendations should be followed as closely as possible. However, any problems that arise should be communicated, preferably in writing, to the ATP Committee members.

Although there may be differences across unit documents regarding standards for promotion and tenure, there should not be differences across units in terms of procedures. The ATP Committee, by its actions, is attempting to ensure that there is uniformity of procedures. The ATP Committee has asked that the procedures be clearly communicated to the units making the decisions and to the candidates.

There are consequences for candidates for promotion and tenure deriving from an implementation of System-wide policy. On the positive side for the candidate, procedures are such that there is clear opportunity for candidates formally to refute or to rebut negative decisions anywhere in the decision process. A "no tenure" or "no promotion" decision will not stop the process at the level of the "no" vote. Papers will be forwarded. However, the System-wide policies describe unit documents as "minimum criteria" – the System-wide document raises the standard by focusing on excellence in teaching and scholarship.

The ATP Committee also has been concerned about the consequences of a "no tenure" vote on unit staffing. There were some comments in last year's documents related to the need to tenure a candidate for fear of a loss of a slot due to a "no tenure" decision. The Committee felt that a strong and clear statement needed to be made by the administration that a no tenure decision will result in timely replacement of positions. Dr. Nelson was formally requested to make such a statement, and Dr. Touhill expressed agreement with the need for a formal policy statement on this matter. Dr. Nelson has forwarded a draft statement to the ATP Committee, and it is presently under review by the Committee.

This is a pivotal year related to promotion and tenure procedures and policy. The ATP Committee is acting to ensure that procedures will be uniform, that standards will be implemented in a fair way, and that candidates will be given due process. Guiding documents will be examined and revised over the course of this year, and it is important that faculty members communicate their opinions to their representatives on the ATP Committee. The ATP Committee members are: Rocco Cottone, Chair; Susan Feigenbaum; John Hylton; Bobbie Lee; Silvia Madeo; Maryellen McSweeney; Carol Peck; Teresa Thiel; and Bruce Wilking.

Thank you.

STUDENT SATISFACTION INVENTORY
Presentation to Senate, 12/8/98

Sharon Biegen, Ph.D.
Division of Student Affairs

- DSA will be conducting a student satisfaction survey. This project has evolved out of DSA strategic planning efforts.

- Purposes:
  - Increase our understanding of our current student population
  - Contribute to institutional research
  - Aid in planning recruitment and retention efforts
  - Provide a baseline for future interventions

- Instrument:

  - Developed by Noel-Levitz, national consultants on enrollment management
  - Strengths:
    a) assesses both satisfaction and importance of factors, and the gap between these (example of "parking")
    b) allows for sub-group comparisons (e.g., by colleges/schools, departments)
    c) allows for comparisons with comparable institutions nationally

- Administration:

  - We will need faculty assistance with administering the instrument.
  - We plan to sample classes proportional to our colleges and schools, as well as students' class level.
  - The instrument can be either administered in class or handed out in class and returned next class session. In-class administration takes about 25 minutes. Some faculty have said that they would be willing to administer it in class during the first class session of Winter semester.

- Good statistical reliability (.85 for importance and .84 for satisfaction) and validity (internal validity=.97 to .98; convergent validity=.71, $p<.0001$ with College Student Satisfaction Questionnaire.)

Attachment 5

REPORT OF THE SENATE BUDGET AND PLANNING COMMITTEE

December 8, 1998

The Senate Budget and Planning Committee met on November 11th and 19th to discuss the following:

At the November 11th meeting, Vice Chancellor Jim Krueger gave a presentation to the Committee budgeted student hours.

At the November 19th meeting, the Committee discussed the following issues:

1) A review of the campus five-year plan, Enhancing the Mission.

2) The proposed "Institutional Development" campaign. This proposed campaign will be funded from a refund of cost cuts from FY98. The Committee recommended that the portion of the cuts from Scholarships be returned and that the remainder of these funds be spent on a "well-coordinated" institutional development campaign. Funds for this campaign have not been allocated, however, I plan to continue to consult with the Budget and Planning Committee as well as other faculty groups and the appropriate vice chancellors as we move forward in the development and implementation of this plan

3) Review of the systemwide Strategic Plan. The four Critical Success Factors of the plan will be: student success, program quality, research and scholarship and state needs. When available, President Pacheco plans to have a draft version of the document available on the Web in order to solicit faculty input. He intends to bring the plan to the Board of Curators in the spring 1999.

The next meeting of the Budget and Planning Committee will be Friday, December 11 at 4:00 p.m. in room 126 J.C. Penney.

Attachment 6

University Senate Committee on Libraries
December 8, 1998
Harold H. Harris

Today's report is simply an item of information. Given the timing of Senate meetings, many of you will have heard already that the University of Missouri's Central Library Depository was damaged by high winds last month. This the facility that stores materials that do not need to be available for instantaneous access, but are too valuable to be discarded. Fortunately, none of the collections in the building was damaged, and repairs are now well under way. The roof of the building has been repaired, and a damaged wall has been replaced with a temporary one. A new replacement wall is being constructed. During this period of construction, the Depository is unable to fill requests for materials. However, since many of the items stored there were duplicated materials that are also in the four campus collections, and virtually all of the items are available through interlibrary loans, few patrons are being seriously inconvenienced. It is projected that the Depository will be back to full operation, providing one-day service to faculty and students by April or May, 1999.

Hal Harris

December 8, 1998

Chancellor's Remarks
for the University Senate

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As Vice Chancellor Nelson announced at the last Senate meeting, we have initiated a process we hope will result in the appointment of several new Curators' and Distinguished Teaching Professors. Several nominations have been received to date. The closing date for nominations for this year is December 15 and I hope we will receive several more nominations.

A November 15 open house for prospective students and their parents attracted more than 550 people. It was a very successful event and I want to thank those of you who participated on behalf of your departments.

Also, I want to report that the offices of admissions and financial aid have begun awarding scholarships for first-time freshmen for fall 1999. We have started awarding these scholarships earlier than in past years to help attract more top quality students to UM-St. Louis. Last year we established a record by enrolling 126 Curators scholars.

The Enrollment Management Task Force and the several sub-committees associated with the Task Force are working toward distribution of a draft Enrollment Plan sometime during the Winter 1999 semester.

The Task Force, co-chaired by vice chancellors Grace and Nelson, anticipates receiving reports from the sub-committees in late January. It also anticipates receiving a marketing plan from our consultants in January as well.

Last month more than 250 donors, students and faculty attended our annual Scholarship reception in the J.C. Penney Auditorium. I want to thank those faculty members who attended the event because this is a special time for our donors to meet with the students they are helping earn an education.