

10-8-1979

## University of Northern Iowa Faculty Senate Meeting Minutes, October 8, 1979

University of Northern Iowa. Faculty Senate.

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# SENATE MINUTES

October 8, 1979

1256

1. Correction to the minutes of September 10, 1979 (Senate Minutes #1252).
2. Introduction of a new member of the Faculty Senate.
3. Remarks by Dr. Fred Lott, Assistant Vice President for Academic Affairs.
4. Committee Reports and announcements.

## OLD/NEW BUSINESS

5. Report from and recommendation from Chairperson of the Faculty Harrington concerning implementation of the action granting committee representation for the School of Business.
6. Recommendations from the Committee on Committees. Approved motion to place at the head of the docket. Docket number 201.

## CALENDAR

7. 249 Date for Submitting Final Grades (Letter from Robert Leahy, 10/3/79). Docketed in regular order. Docket number 202.

## DOCKET

8. 201 Recommendations from the Committee on Committees (Report from Ed Rathmell, Chair, 10/8/79). Approved recommendations 1 and 2.
9. 249 202 Date for Submitting Final Grades (Letter from Robert Leahy, 10/3/79). At time of adjournment a motion was on the floor for the acceptance of the docketed item as described.

The University Faculty Senate was called to order at 3:13 p.m. October 8, 1979, in the Board Room, by Chairperson Tarr.

Present: Abel, Cawelti, Geadelmann, R. Gish, Hollman, G.A. Hovet, Metcalfe, Millar, Schurrer, Schwarzenbach, M.B. Smith, Tarr, TePaske, Thomson, Wiederanders, J.F. Harrington (ex officio)

Alternates: Jacobson for J. Alberts, Strein for Gillette, McCalley for D. Smith

Absent: None



Members of the press were requested to identify themselves. Barb Bush of the Northern Iowan was in attendance.

1. Correction to Senate Minutes #1252. On page 2, item 3, paragraph 3, line 7, after "position" add, "regarding the UNI degree. He indicated that the . . . "
2. Chairperson Tarr introduced Dr. Janice Abel to the Senate. Dr. Abel has been elected to fill the vacancy left by the resignation of former Senator Mr. Dennis Hendrickson.
3. Dr. Fred Lott, Assistant Vice President for Academic Affairs, rose and addressed the Senate. Dr. Lott indicated that representatives of the State Comptrollers Office were on campus. He indicated that matters under discussion included the funding of graduate assistantships, the School of Business, enrollment, Academic Computing Services, and budgeting and accounting procedures.

Dr. Lott informed the Senate that the University is engaged in updating their reports to the Board of Regents concerning long-range academic planning. He indicated that materials are now being sent to departments for review and revision. He indicated that the materials primarily consist of a narrative in three parts: current programs, possible changes in current programs, and possible new additions to university programs in the future. The report also contains information regarding new staff members to the university, financial reports of the university, and long-range planning projections.

4. Chairperson Tarr announced the following individuals have been elected to Chair their representative councils and/or committees: Professor Tom Remington, Graduate Council; Dr. Fred Lott, University Curriculum Committee; Professor J. Edelnant, Educational Policies Commission.

Chairperson Tarr indicated that he had received communication from the Educational Policies Commission inquiring as to how they were to discharge their responsibility with calendar item #243 (see Senate Minutes 1246). This calendar item was prompted by a letter from Professor Andrew Odell who is currently on leave from the University. M.B. Smith moved, Harrington seconded, that the Senate recommend to the Educational Policy Commission that they wait for the return of Professor Odell before proceeding further with this calendar item. Motion passed with two dissenting votes.

#### Old/New Business

5. The Senate had before it the following correspondence:

## UNIVERSITY OF NORTHERN IOWA • Cedar Falls, Iowa 50613

University Faculty  
University Faculty Senate

October 3, 1979

John Tarr, Chair  
University Faculty Senate  
Price Laboratory School  
University of Northern Iowa

Dear John:

This is to notify you formally of actions taken by the University Faculty on October 1, 1979, in response to the Senate's request for consideration of representation by the School of Business on elected and appointed faculty committees.

Two specific amendments were made to the Faculty Constitution which result in satisfying the School of Business' proposal.

1. ARTICLE V; 2. (add at end of existing paragraph): The term "college" includes all academic units that function as a college, regardless of designation.
2. ARTICLE V; 3.1. (revised wording underlined): The University Faculty Senate shall be composed of twenty-one members.

These actions mean that both the School of Business and College of Social and Behavioral Sciences must conduct special elections or appointments where necessary to assure appropriate representation on the Senate as well as other Faculty committees. I know that Ed Rathmell, Chair, Committee on Committees, is assisting those units in identifying the vacant positions.

During the debate at the Faculty meeting, there was expression of interest in reviewing the composition of the University Senate. To facilitate such review, I would like the Senate to consider the following proposal that:

An ad hoc committee be formed to study the composition of the University Faculty Senate. The ad hoc committee should comprise one representative from each undergraduate 'college'



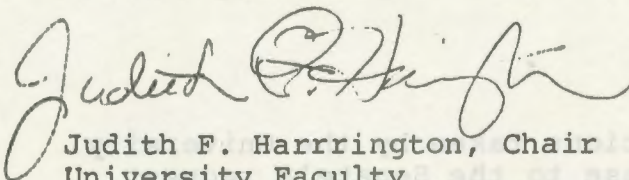
John Tarr, Chair  
October 3, 1979  
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and one representative from the non-instructional faculty,  
all members to be selected by the Chairs of the Senate and  
Faculty.

The committee is asked to report its recommendations to the  
Senate before the end of Fall semester, 1979.

I would appreciate having you bring this proposal to the Senate  
as soon as possible.

Sincerely,



Judith F. Harrington, Chair  
University Faculty

JFH:t

- c: Council of Deans  
President Kamerick  
Marian Krogman, Chair, College of Social  
and Behavioral Sciences Council  
Vice President Martin  
Ed Rathmell, Chair, Committee on Committees  
Robert Waller, Director, School of Business

Chairperson of the Faculty Harrington indicated that this letter was prompted by the concern of some faculty members on the apportionment of the faculty in relationship to membership on the Faculty Senate. J. F. Harrington moved, Thomson seconded, that: An Ad Hoc Committee be formed to study the composition of the University Faculty Senate. The Ad Hoc Committee should comprise one representative from each undergraduate "college" and one representative from the non-instructional faculty, all members to be selected by the Chairs of the Senate and Faculty. The Committee is asked to report its recommendations to the Senate before the end of Fall semester 1979.

Senator Gish inquired why the discussion should be limited to the University Senate and not such areas as the Curriculum Committee. Chairperson Tarr responded that this very concept has been addressed by the Committee on Committees which would bring material forth to the Senate.

Gish moved, Cawelti seconded, to amend by adding to the end of the first sentence: and all University Faculty committees that report to the Senate in conjunction with the Committee on Committees.

Senator Cawelti raised the question of conflict of interest concerning any current senators sitting on the Ad Hoc Committee and inquired if perhaps this project could be best handled by the Committee on Committees.

Chairperson of the Committee on Committees Rathmell indicated that the Committee felt the presence of members of the Senate would be helpful to this investigation, particularly those members who have knowledge of the history of the establishment of university committees.

Question was raised whether the motion was intended that the Senate be addressed first and the remaining University Committees later. The general response was that the action of the Faculty had dictated the composition of the Senate and that it was necessary to review all committees at the same time.

Question on the amendment was called. The motion to amend passed with one dissenting vote. Senator Cawelti again encouraged Chairpersons Tarr and Harrington to think of the possibility of conflict of interest when appointing members to this Ad Hoc Committee. Chairperson Harrington inquired if there was any objection to appointing former members of the Senate to this Ad Hoc Committee. No objections were raised.

Question on the main motion as amended was called. The motion as amended was passed.

6. The Senate had before it the following communication:



TO: John Tarr, Chair  
Members of University Faculty Senate

FROM: Ed Rathmell, Chair  
University Committee on Committees

DATE: October 8, 1979

RE: Faculty Senate Committees

The faculty action taken on Monday, October 1st, granted the School of Business full representation on the Faculty Senate. However, there are other Senate Committees that need to be considered in light of that decision. In order to provide the opportunity for appropriate representation on other Senate Committees, you will need to take some action. Please consider the following recommendations:

1. The current wording on the composition of Senate Committees be temporarily waived to permit adequate representation from the School of Business and/or the College of Social and Behavioral Sciences until the Senate has had the opportunity to study and act on an update of the composition of these Committees.
2. The School of Business and/or the College of Social and Behavioral Sciences be given the opportunity to elect ~~or appoint~~ additional members ~~for the 1979-80 academic year~~ to insure appropriate collegiate representation on Senate Committees. The specific Committees and the number of additional members from each college are listed on the following page.

Committee

School of  
Business

College of  
Social and  
Behavioral Sciences

Academic Master Plan Committee	2	2
Awards Competition Coordinating Committee	1	
Bachelor of Liberal Studies Committee	1	
Committee on Committees		1
Committee on Curriculum		1
Educational Policies Commission	1	
Panel on Faculty Conduct	1	
General Education Committee	1	
Graduate Council	3	
Professional Development Leave	1	
Student Academic Appeals Board		1
Tenure and Promotion Committee	1	
Admissions and Retention	1	

3. The suggested ad-hoc committee that will be named to study and make recommendations about the composition of the Faculty Senate should also study and make recommendations about the composition and election procedures of all other Senate Committees.

Although these may appear to be stop-gap measures, I feel they will resolve the representation issue for the current year with some final resolutions coming from the report of the proposed ad-hoc committee.

Please know that I and the Committee on Committees will be willing to assist in any way that we can.

ER/pk



Questions were raised whether this item was being brought to the Senate under old or new business or as a potential calendar item. Chairperson Tarr responded that this correspondence was a follow-up to the last Senate meeting and the action recently taken by the University Faculty. He indicated he felt that the correspondence was timely and should be handled under new business. Senators expressed the willingness to review this item but indicated they would have preferred time to study it and did not wish to act on material without having adequate time to review and study the documents.

Wiederanders moved, Cawelti seconded, to place this item at the head of the docket out of regular order. Motion passed. Docket item 201.

#### Calendar

7. 249 Date for Submitting Final Grades (letter from Robert Leahy, 10/3/79).

M. B. Smith moved, Schurrer seconded, to docket in regular order the last paragraph on page one of this communication from Registrar Leahy. Motion passed. Docket item 202.

#### Docket

8. 250 201 Recommendations from the Committee on Committees (Report from Ed Rathmell, Chair, 10/8/79). See item #6 of these minutes.

Gish moved, M. B. Smith seconded, that the Senate accept the first two recommendations of this report contained on page one.

M. B. Smith questioned the use of the words "or appoint" contained in line 2 of item 2. He questioned which body was to appoint these members.

Question was raised as to what is appropriate collegiate representation. Chairperson Rathmell indicated that appropriate representation meant equal to other "college" representation.

M. B. Smith moved, Gish seconded, to amend by striking in item 2, line 2, the words "or appoint." Motion to amend passed.

Schwarzenbach moved, Harrington seconded, to amend by striking in line 3 of item 2 the words "to one year terms of office" and to substitute with "for the 1979-80 academic year". Motion to amend passed.

Question was raised if this document contained all university committees that reported to the University Faculty Senate. It was mentioned that the Committee on Admission and Retention was missing and that it should be editorially added to this list.

Question was called on the motion as amended. The main motion as amended was passed.

9. 249 202 Date for Submitting Final Grades (letter from Robert Leahy, 10/3/79).

The Senate had before it the following correspondence of which the last paragraph on page 1 was the docketed item:



## UNIVERSITY OF NORTHERN IOWA • Cedar Falls, Iowa 50613

Office of the Registrar

AREA 319 273-2241

TO: University Faculty Senate  
 FROM: Robert Leahy, Registrar *Robert Leahy*  
 RE: Dates for receipt of grades from the Faculty  
 DATE: October 2, 1979

I appreciated the opportunity to share with you in a consultative session what I believe to be a serious problem for UNI students due to the present policy of allowing five working days before final grades are due from the faculty.

The calendar for the Fall semester 1979 points out the problem areas:

End of Final Exams	Friday, December 21, 1979
Final grades due from Faculty	5:00 p.m. Thurs., Jan. 3, 1980
Registration for Spring 1980 semester	Monday, January 14, 1980
Class begins Spring 1980 semester	Tuesday, January 15, 1980

The earliest grade reports could be received from the Data Processing Service would be Monday, January 7, for students who graduated December 21 and Tuesday, January 8, for all other students. Graduation must be verified and transcripts prepared before official notice of graduation is made. This delays students requesting a teaching certificate or having credentials sent to prospective employers.

The Admission and Retention Committee cannot meet until grade reports are available. The earliest they could meet would be Wednesday, January 10. Students who are suspended must be notified they should not return to the campus for the start of the spring semester.

I am recommending for your consideration the following proposal:

Effective with the Fall semester 1979 final grades are to be due from the faculty in the Fall and Spring semesters no later than 1:00 p.m. on the third day following the end of the final examination period excluding Saturday, Sunday, and legal holidays when the University is officially closed. Final grades at the end of the summer session will be due at 1:00 p.m. two days after the close of the summer session exclusive of Saturday, Sunday, or legal holidays when the University is officially closed.



University Faculty Senate

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October 2, 1979

Under this proposal the following calendar will show when final grades are due for 1979-80:

	<u>Close of Exam Week or Summer Session</u>	<u>Grades due from Faculty 1:00 p.m.</u>
Fall 1979	Friday, December 21, 1979	Friday, December 28, 1979
Spring 1980	Friday, May 16, 1980	Wednesday, May 21, 1980
Summer 1980	Friday, August 1, 1980	Tuesday, August 5, 1980

While this proposal reduces the number of days allowed the faculty before grades are due, the majority of faculty already turn in their grades prior to the due date. Efficiency as well as economy dictate that grades be computer processed at the same time. Grades are therefore processed based on the last grades submitted or the due date.

I request the Senate's approval of this proposal. If approved, the Registrar's Office will notify the Faculty of the change in the date grades are due for the current semester.

ch

M. B. Smith moved, Geadelmann seconded, the adoption of the docketed item as described.

Question was raised whether the Senate felt adequate time had been given for their colleagues to be aware of this communication. This communication is a product of the consultative session Registrar Leahy had with the University Faculty Senate on September 24, 1979. Some senators spoke to delaying action on this matter until their constituents had an opportunity to voice their opinions to their representatives.

M. B. Smith moved, Cawelti seconded, to adjourn. Motion passed. The Senate adjourned at 3:59 p.m.

Respectfully submitted,

Philip L. Patton, Secretary

These minutes shall stand approved as published unless corrections or protests are filed with the Secretary of the Senate within two weeks of this date, October 15, 1979.