

REGULAR MEETING OF THE UNIVERSITY FACULTY SENATE

September 10, 1984

MINUTES

The regular meeting of the University Faculty Senate was called to order on Monday, September 10, 1984 at 4:00 PM with President Kuhlman presiding.
Senators not in attendance were:

Kenneth Ackerman
Peter Hill

Ruth Horowitz
Angela Labarca

David Lamb
Donald Mogavero .

Senators excused were: Shirley Carter, Wallace Dynes, Helen Gouldner, Irwin Greenfield, Rosemary Hooper, Richard Murray, Carolyn Thoroughgood, Ferris Webster.

I. ADOPTION OF THE AGENDA

In the absence of any objections, the Agenda was adopted by unanimous consent.

II. APPROVAL OF THE MINUTES: April 16 and May 17, 1984.

Secretary Amsler asked that the Minutes for the April 16 meeting be corrected to indicate that during the discussion of the implementation of a General Honors Certificate, Senator Schweizer was informed that students with a GPI of 3.00 or better who did not fulfill the Honors Program requirements would not receive a General Honors Certificate. The corrected section from the minutes should read: "He was told that was not true." (Underscoring indicates the change, page 5, paragraph 3.) The motion to amend the Minutes was seconded, and carried.

In the absence of any further corrections, the Minutes for the April 16 and May 17 meetings were approved.

MOTION TO AMEND ADOPTED MINUTES: March 5, 1984.

The following motion from Secretary Amsler to amend the adopted Minutes for the March 5 meeting was unanimously approved:

RESOLVED, that the adopted Minutes for the March 5, 1984 meeting of the Faculty Senate, Page six, be amended by substituting the corrected page for the one previously published regarding the approval of the Ph.D. program in Climatology.

[Note: the correct page is printed as Attachment 1 of these Minutes.]

III. REMARKS BY PRESIDENT TRABANT

President Trabant addressed the Senate on several matters. He announced that the University's affirmative action plan had been approved by both the U.S. Department of Labor and the Office of Civil Rights, after having received a show cause order from the Department of Labor.

President Trabant also reported on the current enrollment at the University. This year approximately 13,500 undergraduates are enrolled at the University, including 400 more freshmen than were enrolled last year. The Class of 88, said the President, has a predicted GPI of 2.35 (last year's class was 2.36) and average SAT scores of 486 Verbal and 542 Math. In all, he said, the Class of 88 is "way above average--on the average."

The President also announced that the graduate research program had received a boost from the State General Assembly's Incentive Matching Research Fund which will match dollar for dollar, up to \$400,000, research conducted at the University which will contribute to the development of high-tech business and industry.

REMARKS BY PROVOST CAMPBELL

Provost Campbell then took his turn to address the Senate. He announced that plans are now underway to extend the Computing Literacy for the Humanities program to the rest of the University's full-time, tenure-track faculty. Like the humanities faculty earlier this year, the rest of the full-time faculty will have the opportunity to purchase a personal computer system from either IBM or Zenith (depending on the bids which are submitted) through the University's institutional discount. The hardware and software (including word processing and database management systems) can be paid for over three years, at no interest charge, through automatic payroll deductions. Provost Campbell noted that plans at this point are incomplete so faculty members would be ill-advised to call the Provost's office now for specific details about which computers, where, and when. In response to a question by Senator Shipman, the Provost noted that these personal computers could not be purchased with funds from faculty members' research funds.

IV. ANNOUNCEMENTS

a. President Kuhlman announced the schedule of the Senate meetings for the Fall semester: October 1, November 5, December 3, and January 7 (if necessary). Unless otherwise notified, all meetings will be held in Memorial 110 at 4:00 PM.

b. He reminded the senators that Senate meetings are being tape recorded so that an accurate transcript of each meeting can be made and so that the Minutes of the meetings may be prepared more accurately and more quickly. He also requested that anyone not formally recognized by the Chair should identify him/herself before speaking.

c. He reviewed the procedure for picking up name cards before the start of all Senate meetings and returning them at the conclusion. This procedure also serves to note the attendance at the meetings.

d. He briefly explained the revised procedure for distributing the Agenda for the meetings. The new procedure saves the Senate approximately \$400 per month, money which is then used by the Senate office for other purposes. More importantly, the revised plan allows the Executive Committee of the Senate more time to prepare the Agenda for Senate meetings. Each senator receives four copies of the Agenda, three of which are to be circulated among his/her constituents. In addition, the Senate Executive Committee takes out an ad in the Review prior to the next Senate meeting, which reproduces the Agenda for that meeting.

e. He informed the Senate that Professor George Frick, History, has agreed to serve as Parliamentarian for the Senate for the 1984-85 year.

f. He announced that on September 20, 1984 the University Faculty Senate Computer Committee will hold an open hearing in Memorial 110 at 4:00 PM to solicit University views regarding the current University policy governing the copyright of software written by UD faculty and staff with University of Delaware equipment and using University of Delaware facilities and time.

g. Finally, he announced the meeting of the Chairs of the Senate committees on September 21 at 4:00 PM in the Collins Room of the Student Center. Anyone may attend.

ANNOUNCEMENTS FOR CHALLENGE

In the absence of any specific challenges, the proposed revisions in the requirements for students majoring in Chemistry, Music and Human Resources were approved, after Senator Bonner corrected a typographical error in the list of proposed changes distributed to the senators. (Attachment 2)

In a related move, Senator Schweizer asked why the Senate was being asked to approve revisions in the requirements for the Chemistry major, for example, when these revisions were already published in the current UD Undergraduate Programs and Policies. The Chair noted the importance of straightening out the procedures for approving and publishing such curricular changes, but there was no further discussion of the matter.

V. OLD BUSINESS

Item A. Resolution from the Committee on Undergraduate Studies (D. Callahan, past Chair) on the scheduling of exams outside of class.

Senator Phillips' motion to amend the resolution by offering the following substitute was seconded.

WHEREAS, some academic departments offer several sections of the same course during any given semester; and

WHEREAS, it is impractical for the instructor, unfair to the student and creates a substantial security risk for all, either to administer the same exam to multiple sections or to devise separate exams for each section; and

WHEREAS, the administration of an exam during non-class time presents scheduling problems for students and faculty alike;

NOW THEREFORE, in recognition of the limited number of class hours in a day and in order to accomodate the need for the scheduling of exams at other than the regularly scheduled class times;

BE IT RESOLVED, that the Faculty Senate approves, and transmits for inclusion as a new paragraph in the Faculty Handbook (Section II: Conduct of the Academic Program, II. Selected Academic Policies, 2. Examinations and Tests [p. II-3 of the current Handbook]) the following policy on examinations outside of regular class times:

Examinations, other than final exams, are ordinarily offered during regularly scheduled class or laboratory times. Except for final exams and approved make-up exams, examinations which are to be given at other than the regularly scheduled class and laboratory times for a course shall be scheduled between 4:00 and 6:30 p.m., in order to minimize potential conflict with other regularly scheduled classes. In addition, in order to further avoid conflict with classes regularly scheduled during the 4:00 to 6:30 p.m. time slot, all instructors scheduling an exam during those hours will provide an alternative exam time either directly preceeding or directly following such exam. If a conflict still exists for a student, the instructor must provide an alternative procedure. Each instructor who gives such exams has the responsibility of so informing his or her students on the class syllabus, that the course is subject to a non-class time examination from 4:00 to 6:30 p.m. Where possible, the syllabus should also indicate the date chosen for the exam, as well as the alternative time provided.

Senator Schweizer, objecting to the way the substitute "pinpointed" the times (4:00-6:30) during which a faculty member might schedule an exam outside of class, observed that such exams would potentially conflict with other classes scheduled for those times and that the substitute included Saturdays and Sundays from 4:00-6:30 as acceptable times to schedule exams outside of class. Senator Phillips responded that the Accounting Department and other departments giving "common exams" for multiple section courses did not want to infringe on other faculty members' class times and so the Accounting Department decided to propose the 4:00-6:30 PM time frame because those hours seemed to be the least used for classes. He also argued that the substitute is flexible enough to accommodate a variety of instructors' needs.

Senator Ames said that the substitute, by pinpointing the 4:00-6:30 PM time slot, did not take account of those commuting and part-time students who regularly enroll in late afternoon or evening courses.

Senator Phillips, as a point of clarification, noted that the substitute does not cover final exams.

Professor Callahan reminded the Senate that the language stipulating that exams given outside class be scheduled during the late afternoon hours was deleted from the resolution when it was brought before the Senate last Spring. Dean Nelson objected to the substitute because although the 4:00-6:30 PM time slot might be the least used for classes, it was nonetheless often a heavily scheduled time for

athletic and other campus events. Senator Bonner responded that, according to the substitute, an instructor who scheduled an exam outside of class would be obligated to find another time for any student who was unable to take the exam at that time. He also noted that the substitute did not include evening classes. Senator Phillips added that the substitute dealt specifically with multiple section day classes.

Senator Fletcher's motion to amend the substitute by stipulating that all exams given outside class should be scheduled for Saturday mornings between 8:00 AM and noon was seconded. Senator Bellamy at once objected to the proposed amendment to the substitute because it raised the "spectre" of students who would not take exams scheduled between 8:00 AM and noon for religious reasons. Senator Schweizer also objected to the amendment to the substitute on the grounds that, like the substitute, the amendment to the substitute did not recognize that students have the right to know before registering for a class if that class will require them to take exams outside of class.

In response to a question from Senator Safer, President Kuhlman noted that the substitute and the amendment were not restricted to "common exams." Senator Levin wondered if, with all the administrative juggling they seemed to generate, the University really wanted "common exams" at all.

Provost Campbell's motion to call the question was seconded, and carried. Senator Fletcher's motion to amend the substitute was defeated. Senator Schweizer's motion to call the question on the substitute was seconded, and carried; the substitute was defeated.

Senator Schweizer's motion to amend the resolution by adding to the end of the resolution the sentence, "Each instructor who gives such exams has a responsibility to inform his or her students on the class syllabus of the dates and times chosen for the exams," was seconded. Senator Bonner objected to the amendment because if the specific times such exams can be given were not curtailed, they would infringe on classes scheduled at other times, since for the University to publish such exam information was to legally sanction it. Professor D. Callahan said he tended to sympathize with Senator Bonner's position but that many others on the Undergraduate Studies Committee did not.

Professor Callahan then informed the Senate that his survey of exams scheduled outside class time shows that as of Fall semester, 1983 sixteen courses are involved: 4 from Mathematics, 4 from Accounting, 3 from Chemistry, 2 from Biology, 1 from Science, 1 from Physics, and 1 from Mechanics. These courses tend to be "very large."

A motion to call the question was seconded and carried; the motion to amend the resolution carried.

Senator R. Smith then moved to further amend the resolution by adding to the end of the resolution the sentence: "If a student has an exam scheduled outside of class time that conflicts with another previously scheduled class, arrangements must be made at the professor's and the student's mutual convenience to take the exam again." The motion to amend was seconded.

Senator Bellamy spoke against the motion to amend because insofar as the numbers of students involved in such exams are "overwhelmingly large," the scheduling and rescheduling of such exams is extraordinarily difficult. He recommended that the motion to amend the resolution be defeated, and that students should register for such conflicting courses "at their own risk." Senator Beasley spoke for the motion to amend on the grounds that it was "presumptuous" for faculty

to expect their students to take exams scheduled outside of class. Further, instructors who give such exams are obligated to make special arrangements with students for whom there are conflicts.

Senator Dalrymple asked whether such cases as the motion to amend the resolution addressed would not in fact occur since the scheduling office, because it treated exam times outside of class as an additional class time, would bump a student from one class or another if there were a conflict. He was told such conflicts can arise after Drop/Add late registration.

The motion to call the question was seconded and carried. The motion to amend the resolution was carried.

Senator Bonner again objected to the resolution because the present ad hoc procedure for scheduling exams outside of class worked better than the procedure specified in the resolution. He urged the faculty to continue "muddling along," using "its own good offices." Professor Callahan responded that the resolution was necessary because "the muddling seems to be growing" and the number of courses using exams outside of class is increasing.

Senator Brown motioned to recommit the resolution to the Committee on Undergraduate Studies. The motion was seconded and defeated.

The question was called for on the main resolution. The motion to call the question was seconded and carried. The amended resolution was defeated.

VI. NEW BUSINESS

Item A. Election of the chair of the Committee on Committees.

Ballot sheets were distributed and the slate of eligible members of the committee was announced: Anne Mooney and Ivo Dominguez. The ballots were collected and Vice-President Huddleston left the room to count the ballots.

Professor Anne Mooney was elected Chair of the Committee on Committees for the Faculty Senate.

Item B. Request from the Provost for confirmation of a COPE appointment.

RESOLVED, that the appointment of Professor Carol Hoffecker, History Department, to replace Professor Carolyn Thoroughgood on the Council on Program Evaluation is hereby confirmed.

The motion was seconded. The resolution was carried.

Item C. Resolution from the Committee on Committees to change the charge to the Committee on Undergraduate Records and Certification (CURC).

WHEREAS: the current structure of the Committee on Undergraduate Records and Certification precludes prior experience on the Committee for the faculty member who serves as chair, be it

RESOLVED, that the Bylaws of the Faculty Senate: Standing Committees of the Faculty and its Senate, Committee on Undergraduate Records and Certification (I-25 of the current Handbook) Paragraphs 2 and 3, be replaced by:

This committee shall consist of two faculty members, appointed for staggered two-year terms, one of whom shall serve as chair; an appointee of the Vice President for Academic Affairs; the Director of Records; and one designee of the Dean of each college enrolling undergraduate majors.

The motion was seconded. The resolution carried.

Item D. Request from Professor Reichard (Director, Honors Program) for Senate approval of the membership of the Honors Council.

*Faculty: George Cicala (Psychology)
David Black (Economics)
Jan Blits (Educational Studies)
Bonnie Scott (English)
Steven Skopic (Life and Health Sciences)
Burnaby Munson (Chemistry)*

*Students: Justin McNeill
Jeff Bonwick
Judy McKelvey*

Administration: Tim Brooks (Dean of Students)

A motion for approval was made and seconded. The motion carried.

Item E. Introduction of new business. (Note: No motion introduced at this time onto the Senate floor may be acted upon until the next meeting of the Senate.)

Senator Morgan introduced a motion stipulating that students may drop courses without penalty up to the ninth Friday after the beginning of the semester.

WHEREAS The University of Delaware has been experiencing a high rate of dismissals of freshmen for academic deficiency, and

WHEREAS many freshmen have not yet acquired the experience necessary to select courses at an appropriate level of difficulty so that their total course load is not excessively burdensome, and

WHEREAS at the end of the sixth week of the semester, the current time of the drop date, some freshmen may not yet have a good idea of their performance in some of their classes, and

WHEREAS mid-semester grade reports will be distributed to freshmen and their advisers during the eighth week of the semester,

BE IT RESOLVED

that freshman students may drop courses without academic penalty until the ninth Friday after the beginning of the semester.

Following the motion from the floor for adjournment, President Kuhlman declared the meeting adjourned at 5:35 PM.

Respectfully submitted,

Mark Amsler

Mark Amsler
Secretary
University Faculty Senate

Attachments: 1. Amended p. six, Minutes of March 5, 1984
2. Curriculum revisions

MA/b

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a reporter from the Review was present and that he thought this proper.

President Trabant said that he supported President Smith's right to rule as he did. However, he thought it was a good idea to have the press at Senate meetings to directly report what happened rather than having the press depend on secondary sources that they would not be able to properly evaluate.

V. NEW BUSINESS.

ITEM A. A resolution from the Committee on Graduate Studies to extend the provisional status of the Ph.D. program in Applied Science/Climatology for two years:

WHEREAS, on December 3, 1979, the Senate approved initiation of the graduate major of Applied Sciences/Climatology leading to the Ph.D. degree, and

WHEREAS, this approval was on a provisional basis for four years beginning September, 1980, with review for permanent status to occur Spring, 1984, and

WHEREAS the Climatology faculty have noted that few students have been admitted consistent with high admissions standards, and it is expected that the first student will complete the program in 1985-86, therefore

BE IT RESOLVED that provisional status for the Ph.D. in Applied Sciences/Climatology is extended for two years with review for permanent status to occur Spring, 1986.



ANNOUNCEMENTS FOR CHALLENGE

Supporting Documentation
September, 1984

1. CHEMISTRY

Credits / Totals

a. Bachelor of Arts: Chemistry

Old requirement:	C220 Quantitative Analysis I	4	
New:	C220 Quantitative Analysis I		3
	C221 Quantitative Analysis Lab		1
Old requirement:	C630 Intermediate Organic Chemistry	3	
New:	C633 Advanced Organic Chemistry		3

b. Bachelor of Arts: Chemistry Education

Old requirement:	C220 Quantitative Analysis I	4	
New:	C220 Quantitative Analysis I		3
	C221 Quantitative Analysis Lab		1
Delete requirement:	C527 Introductory Biochemistry	3	

2. MUSIC

d. Bachelor of Music: Applied Music (Piano/Organ)

Old Requirement:	MU285 Advanced Ear Training and Sight Singing I	1	
	MU286 Advanced Ear Training and Sight Singing II	1	
	MU295 Advanced Harmony I	4	
	Credits to total a minimum of		130-134
New:	MU285 Advanced Ear Training and Sight Singing I	2	
	MU286 Advanced Ear Training and Sight Singing II	2	
	MU295 Advanced Harmony I	3	
	Credits to total a minimum of		131-135

Bachelor of Music: Applied Music (Instrumental)

Same course/credit changes as in Piano/Organ
Credits to total a minimum of 126-130
changes to. 127-131

Bachelor of Music: Applied Music (Voice)

Same course/credit changes as in Piano/Organ/Instrumental
Credits to total a minimum of 135-138
changes to. 136-139

b. Bachelor of Music: Theory and Composition (Theory of Composition)

Same course/credit changes as in Applied Music (above)
Credits to total a minimum of 129
changes to. 130

Announcements for Challenge (cont'd)

MUSIC (cont'd)

c. Bachelor of Music: Music Education (Voice)

Same three course/credit changes as in Applied Music (above)
 Add (under Applied Music): MU301 Junior Recital 0
 Delete (under Ensemble) : MU109 Choral Union 1
 Delete (under Social Science) the statement:
 Six must be in language. [This deletion brings the
 Voice concentration of the Music Education-General/
 Choral major into line with the requirements of the
 Keyboard and Instrumental concentrations.]

Bachelor of Music: Music Education (Keyboard)

Same three course/credit changes as in Applied Music (above)
 Add (under Applied Music): MU301 Junior Recital 0
 Credits to total a minimum of. 138
 changes to. 139

Bachelor of Music: Music Education (Instrumental)

Same three course/credit changes as in Applied Music (above)
 Add (under Applied Music): MU301 Junior Recital 0
 Credits to total a minimum of. 138
 changes to. 139

a. Bachelor of Arts: Music

Same three course/credit changes as in Applied Music (above)
 Credits to total a minimum of. 124
 changes to. 125

3. HUMAN RESOURCES

a. Bachelor of Science in Human Resources: Consumer Economics (Business; Communication)

Old Requirement:	BU330 Organization & Personnel Behavior	3
New:	BU339 Management & Organiz. Behavior	3
Old Requirement:	ACC350 Business Law	3
New:	ACC352 Law & Social Issues in Business	3
Old Requirement:	BU305 Introduction to Management	
New:	BE Elective	
Old Requirement:	TDC235 Management of Resources	3
New:	TDC342 Consumer Laws & Regulations	3
Course title change:		
	TDC306 Home Equipment	
to:	Household Products Technology	

Announcements for Challenge (cont'd)

Supporting Documentation
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HUMAN RESOURCES (Cont'd)

b. Bachelor of Science in Human Resources: Design (Apparel; Interior)

Old requirement: English writing elective
 New: English Writing/Communication elective

(Interior)

Old Requirement: TDC235 Management of Resources 3
 TDC200 Consumer Economics 3
 New: Free electives 6

(Apparel)

Old requirement: TDC235 Management of Resources 3
 TDC200 Consumer Economics 3
 New: TDC318 Fashion Merchandising Products 3
 TDC433 Mass Market Apparel 3

c. Bachelor of Science in Human Resources: Food Science

Old requirement: FSN309 Principles of Nutrition 3
 New: FSN200 Food, Culture & Dietary Adequacy 3
 Old requirement: FSN459 Topics in Food Science 2-6
 New: credits changed to 3
 Delete requirement: FSN465 Senior Seminar 1
 Change to elective: BU339 Organization & Personnel Behavior
 (to correct error in current catalog)

d. Bachelor of Science in Human Resources: Nutritional Science

Old requirement: Sociology elective
 New: Social Science elective

e. Bachelor of Science in Human Resources: Dietetics andf. Bachelor of Science in Human Resources: Coordinated Undergraduate Dietetics

Old requirement: or M221 Introduction to Calculus 3 or
 M241 Analytical Geometry & Calculus 4 or
 New: M114 Elementary Math & Statistics
 or Equivalent competency
 (Math Placement Exam+free electives) 3
 Old requirement: BU339 Organization & Personnel Behavior 3
 New: BU309 Management & Organiza. Behavior 3

