

## **Minutes**

### **Meeting of the Faculty Senate**

**19 October 1999**

Chairperson Joel Piperberg called the meeting to order at 4:10 p.m. in SMC 161. All Departments were represented except Business Administration and Communications & Theater. Also present were Thomas Baker, President of the Student Senate, Jeri Potson, Vice President of the Student Senate and Brooke Goldman, student journalist.

The minutes of the meeting on October 5 were approved.

#### **Report of the Faculty Senate Chairperson**

1. Chairperson Piperberg reported that Senator R. Kerper had asked that if the Senate wishes the Graduate Course and Program Review Committee to consider the Grade Book Retention policy it should request the committee to do so. Chairperson Piperberg proposed that this be added to the Agenda for consideration at the senate meeting on November 2.
2. Chairperson Piperberg announced a meeting will be held to discuss the Self Study Draft on Thursday October 21 4:00 - 5:00 p.m. in Chryst 210. Comments on the draft are welcome. Chairperson Piperberg will contact senators should there be a change in venue.
3. Chairperson Piperberg reminded senators that he would place on the November 2 meeting agenda consideration of the indefinite postponement of the implementation of Phase 11 of the General Education Revision Plan.
4. Chairperson Piperberg announced that the November 2 meeting of the Senate will be held in Chryst 210 unless senators hear from him to the contrary.
5. Chairperson Piperberg read into the minutes the names of the persons eligible to serve as chairperson of African-American Studies Minor Curriculum Committee. The names are: Dr. Carole Counihan (Anthropology), Dr. John Thornton (History), Dr. Tracey Weis (History), Dr. Beverly Skinner (English), Dr. Don Eidam (Mathematics), Dr. Margaret Tassia (Education - Early & EI.Ed.), Dr. Judy Wenrich (Education - Early & EI.Ed.), Dr. Cheryl Desmond (Education Foundations), and Dr. Chris Corley (Music).

#### **Report of the Student Senate President**

President Baker said that the dialogue on race was taking place October 19 in the Multipurpose Room, SMC. Activities for MU Pride Day include lunch, a concert, a pep rally and Pride Day Ball (October 27).

He said that the Student Senate had met with Linda Suskie about the Self Study and at the Student Senate meeting next week, they would meet with John Roscoe of Food Services.

#### **Report of the Graduate Student Association** --No report

#### **Reports of Administrative Officers**

**Associate Provost Stager** --No report

**Acting Associate Provost Phillips** Dr. Phillips distributed Distance Learning (DL) Course Approval Process information (see attachment).

## **Reports of Faculty Senate Standing Committees**

UCPRC Chairperson R. Wismer presented the following courses/changes:

- English 329 Practical Journalism (Field Experience) Journalism and English 330 Computer Assisted Journalism (new courses)
- Math 104 Changes in prerequisite. The proposed change for Math 104 adds "Math Placement Testing/Evaluation before Registration."
- Repackaging of existing courses in BSE Art Ed., BA Art and BA Art (Commercial Art.)

## **Reports of Faculty Senate Special Committees** None

## **Faculty Emeritus** None

**Proposed Courses and Programs** The Faculty Senate approved the following proposals:

- Theater 220 Advanced Lighting and Sound -
- Sociology and Anthropology - provision of letter grades for Co-op 200, 300, 400 and 500
- The addition of the prerequisite of Communications 301 (or written permission of the instructor) for Communications 403 Persuasion
- The change in the course number from Communications & Theater from 212 to 220.

**Elections** On a R. Wismer/A. Borger-Greco motion, the secretary was directed to cast a ballot for the election of Tanya Kevorkian (History) to represent Social Sciences on the UCPRC; Robert Sayre (History) to serve on the General Education Review Committee and Fred Foster-Clark to serve as chairperson of the General Education Review Committee. An election was held to replace Dr. Foster-Clark who assumed the chairmanship of the General Education Review Committee. Nominees were Lillie West (ELED) and Elizabeth Thyrum (Psych).

**Proposal to Consider Emeritus Status for Regular Part-time Faculty.** A G. Yelagotes/S. Luek motion to grant Emeritus Status to regular part-time faculty was approved by the Senate.

**Proposal to reconsider composition of the Academic Standards Committee** On A D. Hutchens/K. Schreiber motion, the Senate decided to send the proposal back to the Committee to generate a model for changing the make-up of its membership.

**Other/New Business** J. Sciarretta referred to a question raised at an earlier meeting with regard to financial aid for dismissed students. Students who are dismissed upon their return to the university must take six credits before financial aid becomes available.

The meeting adjourned at 4:55 p.m.

Respectfully submitted

Jane Alden  
Secretary

## **ACTION SUMMARY**

19 October 1999

---

### **Courses Presented**

- English 329 Practical Journalism (Field Experience) and English 330 Computer Assisted Journalism (new courses)
- Math 104 Change in prerequisite. The proposed change for Math 104 adds "Math Placement Testing/Evaluation before Registration."
- Repackaging of existing courses in BSE Art Ed., BA Art and BA Art (Commercial Art.)

### **Course Approvals**

The Faculty Senate approved the following proposals:

- Theater 220 Advanced Lighting and Sound
- Sociology and Anthropology - provision of letter grades for Co-op 200, 300, 400 and 500
- The addition of the prerequisite of Communications301 (or written permission of the instructor) for Communications 403 Persuasion
- The change in the course number from Communications & Theater from 212 to 220.

### **Elections**

Tanya Kevorkian (History) to represent Social Sciences on the UCPRC; Robert Sayre (History) to serve on the General Education Review Committee and Fred Foster-Clark to serve as chairperson of the General Education Review Committee.

**Proposal to Consider Emeritus Status for Regular Part-time Faculty.** A G. Yelagotes/S. Luek motion to grant Emeritus Status to regular part-time faculty was approved by the senate.

## **Distance Learning (DL) Course Approval Process**

A. Faculty member interested in developing a course utilizing DL technology seeks consultation with:

1. Two or more faculty who are on the roster of DL advisors\*, and
2. The staff of the New Media Design Team (NMDT).

B. These DL advisors and NMDT staff serve as sources of information and suggestions, as well as sounding boards, during the development of the proposal. The DL advisors/NMDT provide a memo to the faculty member indicating their agreement with the DL techniques to be used in the course.

C. Faculty member designates course proposal for distance learning and provides:

1. Method of DL (videoconference, e-mail, etc).
2. References and/or supporting justification.
3. Experience of the proposer with this method of offering the course.
4. Samples of course materials prepared for the method proposed.
5. DL advisor and NMDT memo, referred to in B. above.

D. Faculty member obtains approval from the originating department and other approvals as appropriate.

1. Once approved, the course may be presented by that DL method, regardless of the instructor involved.
2. If faculty members in the department request that a course be presented by a different DL method (web-based instead of video conferencing, for instance), the new method of offering the course must again be approved by the DL Course Approval Process.
3. If the DL course is a new course, it continues through the University course approval process. If it is an existing course, departmental approval is sufficient.

E. Department chairperson has the responsibility to notify the Associate Provost for Academic Administration that the DL designation has been approved.

\* The roster of DL advisors is maintained by the New Media Design Team at extensions 3374 or 5886.