

Faculty Senate Minutes
November 3, 2003

Senators present: Barry Anton, Bill Beardsley, Alyce DeMarais, Julian Edgoose, Robin Foster, Darrell Frost, Bill Haltom, Sue Hannaford, Eric Orlin, Sarah Parker, Karen Porter, David Tinsley.

Visitors: Associate Dean Bill Barry, Peter Wimberger, Michel Rocchi.

Senate Chair Bill Beardsley called the meeting to order at 4:05 pm.

The Chair asked if there were any corrections to the minutes of October 6. After minor clarifications (which were incorporated into the October 6 minutes prior to their release) the minutes were approved without objection.

The Chair reported that he had met with President Thomas to discuss the latter's upcoming visit to the Senate. The Senate Chair reported that President Thomas will most likely visit the Senate on December 1, but that there is a chance that President Thomas will come to the Senate meeting on November 17. According to the Senate Chair, the President anticipates spending the first part of the meeting discussing the Occupational and Physical Therapy programs. This portion of the discussion will then be followed with a more general discussion.

Special orders:

Senator Edgoose commented that it might be profitable to have a follow-up to Dexter Gordon's recent email about race and the UPS community.

Senator Frost, President of ASUPS, reported concerning the ASUPS proposal to have cross-representation on the Student, Staff, and Faculty Senates. According to Senator Frost, the Staff Senate has approved the idea in general and is looking into formalizing the proposed arrangement.

Senator Frost also added that ASUPS is seeking a new 3-year faculty advisor for Tanamawas.

Old business:

The Chair turned the Senate's attention towards the final report of the Study Abroad Task Force (SATF). The Chair reminded the Senators that at the last meeting he had proposed that the Senate consider four questions:

1. Should an Interim Study Abroad Committee (ISAC) exist?
2. Should the ISAC be a standing or a CC subcommittee?

3. Who should be on the ISAC?
4. What should be the purpose and duties of the ISAC?

The Chair also reminded the Senate of the duties outlined on page 12 of the SATF final report (see attachment to minutes of the October 6 Senate meeting).

Discussion ensued. Senator Haltom first commented that the proposed makeup of the ISAC has more administrators than is typical. He then asked if the visitors from the SATF could give a brief synopsis of what we might accomplish by creating the ISAC. Peter Wimberger responded that the original SATF was put together to address two concerns: 1) faculty frustration at the study abroad process, and 2) student dissatisfaction with the way the program was administered. Michel Rocchi agreed with this characterization and added that dissatisfaction stemmed from changes in the nature of the program. Historically, the University offered few study abroad programs. However, during the Pierce administration there was an explosive growth in the number of opportunities for study abroad, without a corresponding increase in staffing. Moreover, while initially the study abroad programs were targeted for foreign language students, in recent years large numbers of students in other majors have participated in study abroad.

Rocchi then added that ISAC would provide greater faculty control of the study abroad programs and serve students better while relying on existing staff. Wimberger added that the proposal to form an interim committee was due in part to the recognition that the Curriculum Committee was currently busy with the new core and in part to the desire to address student concerns about disciplinary limitations inherent in the current study abroad options. In three years, Wimberger added, the CC might be in a better position to take on the proposed duties of the ISAC, especially if in the interim the committee had addressed the disciplinary concerns. Rocchi commented that he did not see the report as really advocating a new body. Rather, he sees the proposed interim committee as a restructuring of the nature of the selection committee so that faculty have a greater ownership of the S.A. program. Barry concurred, pointing out that the Curriculum Committee has currently delegated the approval of new programs to the Associate Dean; the proposed interim committee would provide faculty a way to have closer monitoring of SA programs.

Senator Tinsley then moved the discussion to the second question: what form should the committee take? He wondered if a different format (i.e. a Curriculum Committee subcommittee analogous to the Petitions Subcommittee of the Academic Standards Committee) might prove more effective.

Senate Chair Beardsley laid out the various forms the committee might take. The committee could: 1) Function as a subcommittee of the Curriculum Committee, or 2) be a separate committee but report to the CC or ASC as appropriate. The new SA committee could be either an interim or standing University committee.

Discussion ensued. Senator Edgoose commented that since the duties of the proposed committee straddle the functions of the CC and ASC, a separate committee might prove more effective than a CC subcommittee. Senator Tinsley expressed concern that a new

stand-alone committee would have to be filled by faculty, most of whom are already allotting considerable time to University committees. Senator Foster commented that since the current CC has relinquished Study Abroad duties to Associate Dean Barry and the Office of International Programs, it seemed appropriate to form a new committee. Senator Porter concurred.

Sensing general agreement among the Senators that a stand-alone committee would be preferable to CC subcommittee, Senate Chair Beardsley then turned the discussion to the question of form. Who should serve on the committee? Senator Foster asked for clarification of the difference between the composition of the current selection committee and the proposed SA committee. Associate Dean Barry explained that currently 4 faculty members, the Director of the International Programs and the Associate Dean serve on the Selection committee. In the committee envisioned by the SATF, there would be 6 faculty representatives, the director of IP, the Dean of the University (or representative), the Dean of Students, and 2 student members. Several Senators expressed concern at the seemingly large number of Administrators. Bill Barry explained that their presence would help to anticipate administrative concerns, especially in the areas of liability and budget. For example, one of the proposed functions of the committee is to make changes to the list of programs, and these changes require the attention of someone familiar with budgets. A general discussion clarifying the proposed functions of the committee followed. It was agreed that proposed responsibilities 1, 3a, 3b of the SATF final report would currently fall in the domain of the ASC, while responsibilities 2a, 2b would fall to the CC, and responsibility 4 (fiscal and registration issues) would lie with the Dean of the University and the Registrar.

Senator Haltom then asked about the rationale for including the Dean of Students as a fully participating member of the new committee. Senator Anton commented that while the Dean of Students plays an important role for the Health Sciences Advisory Committee (all students are vetted through the DOS), the DOS does not play a role in the normal functioning of the HSAC, and this might serve as a useful model for the SA committee. Peter Wimberger explained that in initial task force discussions, the DOS was seen in a consulting role, but that the DOS asked to be included as a fully active member. Bill Barry added that Study Abroad involved co-curricular, residency, and other issues (i.e. health insurance) with which the DOS has experience. Rocchi added that as a point of history, when the SATF was initially put together he had hoped to have a purely faculty committee. In retrospect, however, he acknowledged that the presence of the administrators proved useful (e.g. in issues of residency the DOS proved important). Senator Haltom stated that his concern was that because the administrator serves on the committee year after year (while other committee members cycle on and off), the former take on the role of serving as the institutional memory. This magnifies their influence on the committee, and indeed, the ex-officio members may sometimes “bulldoze” other committee members. Senator Haltom then suggested that the first portion of the description of the function of the DOS (“[the DOS] will be a fully participating member of the Interim Study Abroad Committee”) be removed, lest his or her presence become codified and hang “like the sword of Damocles” over the committee.

The conversation turned to the role of the Director of International Programs. On the current selection committee the Director assembles all application materials, organizes them, and acts as a liaison to all programs and to the faculty. Senator Orlin asked if the Director votes on the current selection committee. Senator Tinsley replied that she does. Some further discussion on the specific roles of the Administrators on the current and proposed SA committees followed.

Senate Chair Beardsley, sensing that there was general agreement about forming a committee but disagreement about the makeup, suggested that it might prove profitable to have someone write up a detailed motion mapping out changes to the makeup of the current selection committee. Senator Orlin graciously agreed to bring such a motion to the floor in an upcoming meeting.

The Chair then turned the Senate's attention to the academic calendar. The Senate M/S/P a motion to approve the calendar for 2004-2005. Discussion then turned to two alternative calendars for the 2007-2008 year (see attached). Senator Parker asked why there were different versions of the calendar, and commented that it was sometimes difficult for students who travel by car to reach their homes in a timely manner when the semester runs late into December. Senator Hannaford explained that the members of the Curriculum Committee had discussed the alternates, and that they recommended approving the alternate calendar in which classes would start the day after Labor Day, making Friday December 21 the last day of Final Examinations. Senator Hannaford explained that while the CC recognized that students and faculty wish to be done with the semester earlier in December, the CC had decided that two factors outweighed the advantages of starting the semester one week earlier. 1) If classes were to start the week before Labor Day, Freshman orientation would start in mid August making an unusually short summer for students and faculty involved in orientation. 2) Most classes with laboratories (in both the sciences and social sciences) cannot hold laboratories during the week of Labor Day. For pedagogical reasons, most professors preferred to have the labless week be the first week of the semester, rather than week 2. Senator Edgoose commented that the first factor was of particular relevance to faculty in the School of Education. Due to the nature of their calendar, when the fall semester moves into August, faculty and students in the MAT/MEd programs are faced with only a brief break. Discussion followed. Senator Anton asked if the CC had considered the impact of Fall Break on the schedule. Senator Orlin wondered if the CC should consider changing the calendar setting guidelines. Senate Chair Beardsley suggested that it was time to act on the recommendation of the CC prompting a motion M/S/P to approve the alternate calendar for 2007-2008.

New business:

Senator Foster brought a motion to the floor, asking the Senate to charge the Academic Standards Committee to re-evaluate the current measure of full time resident status during the senior year (see Logger, University Requirements for graduation, item 2). After a very brief discussion the motion M/S/P.

Senate Chair Beardsley inquired if there was any further business. Senator Foster suggested adding the topic of 3:2 teaching load to the Senate's upcoming visit with President Thomas. Senator Tinsley suggested that we also discuss the role of the Academic Vice President in evaluating faculty with the President.

There being no further business, Senator Porter M/S/P a motion to adjourn at 5:25 pm.

Respectfully submitted,

Susannah Hannaford

2007-2008 Academic Year
(regular)

To be approved Fall 2003.

Fall Semester 2007

August 27	Monday	Classes Begin
September 3 Classes)	Monday	Labor Day (No
October 15 Classes)	Monday	Fall Break (No
November 22-25 Holiday	Thursday-Sunday	Thanksgiving
December 5 Classes	Wednesday	Last Day of
December 6-9 (No Classes)	Thursday-Sunday	Reading Period
December 10-14	Monday-Friday	Final Examinations

Spring Semester 2008

January 21 Jr. Birthday (No Classes)	Monday	Martin Luther King,
January 22 Begin	Tuesday	Classes
March 17-21	Monday-Friday	Spring Recess
May 7 Classes	Wednesday	Last Day of
May 8-11 Period (No Classes)	Thursday-Sunday	Reading
May 12-16	Monday-Friday	Final Examinations

Summer Session 2008

May 19	Monday	Term I Begins
May 26 Classes)	Monday	Memorial Day (No
June 27	Friday	Term I Ends
June 30	Monday	Term II Begins
July 4 Holiday (No Classes)	Friday	Independence Day
August 8 Ends	Friday	Term II

School of Education

June 23 Begins	Monday	Term A (MAT)
June 23 Begins	Monday	Term B (MEd)
July 4 Holiday (No Classes)	Friday	Independence Day
July 18 Begins	Friday	Term B Ends
July 21 Begins	Monday	Term C (MEd)
August 15	Friday	Term A Ends
August 15	Friday	Term C Ends

Basic Academic Calendars

Alternate 2007-2008 Academic Year

To be approved Fall 2003.

Fall Semester 2007

September 3	Monday	Labor Day (No Classes)
September 4	Tuesday	Classes Begin
October 22	Monday	Fall Break (No Classes)
November 22-25	Thursday-Sunday	Thanksgiving Holiday
December 12	Wednesday	Last Day of Classes
December 13-16	Thursday-Sunday	Reading Period (No Classes)
December 17-21	Monday-Friday	Final Examinations

Spring Semester 2008

January 21	Monday	Martin Luther King, Jr. Birthday (No Classes)
January 22	Tuesday	Classes Begin
March 17-21	Monday-Friday	Spring Recess
May 7	Wednesday	Last Day of Classes
May 8-11	Thursday-Sunday	Reading Period (No Classes)
May 12-16	Monday-Friday	Final Examinations

Summer Session 2008

May 19	Monday	Term I Begins
May 26	Monday	Memorial Day (No Classes)
June 27	Friday	Term I Ends
June 30	Monday	Term II Begins
July 4	Friday	Independence Day Holiday (No Classes)
August 8	Friday	Term II Ends

School of Education

June 23	Monday	Term A (MAT) Begins
June 23	Monday	Term B (MEd) Begins
July 4	Friday	Independence Day Holiday (No Classes)
July 18	Friday	Term B Ends
July 21	Monday	Term C (MEd) Begins
August 15	Friday	Term A Ends
August 15	Friday	Term C Ends

Guidelines for Setting Academic Calendar

Length of Semesters

The current semester configuration shall be two fifteen-week semesters, including a four-day reading period (normally Thursday through Sunday); with an additional five-day period (Monday through Friday) for final examinations.

Summer Session shall include five terms: Terms I and II (6 weeks each), Term A (8 weeks), Terms B and C (four weeks each).

Beginning and Ending of Semesters

Fall

The **Fall Semester** will end no later than December 20, requiring a semester beginning date which will accommodate the prescribed length of the term.

The **Fall Semester** will begin on a Monday, unless that Monday is Labor Day, in which case the semester will begin the following day.

Spring

The **Spring Semester** will begin on the birthday observance for Martin Luther King Jr. Classes will begin on the Tuesday following the birthday observance for Martin Luther King Jr.

The **Spring Semester** will end on a date which will accommodate the prescribed length of the term.

Summer

Term I shall begin on the Monday following the last day of finals in Spring semester for a duration of six weeks.

Term II shall begin on the Monday following the end of Term I and shall end six weeks later on a Friday.

Term A shall begin on the Monday five weeks after the start of Term I and shall end eight weeks later on a Friday.

Term B shall begin on the same Monday as Term A and end four weeks later on a Friday.

Term C shall begin on the Monday after the end of Term B and shall end four weeks later on a Friday.

Semester Breaks

A one-day Fall Semester break will be set on the Monday of the eighth week of classes.

A one-week Spring Semester break will be set after the eighth week of classes (mid-term).

Holidays

The following will be observed as academic holidays:

1. Labor Day
2. Thanksgiving and the Friday following Thanksgiving
2. Martin Luther King Jr. birthday holiday
3. Memorial Day (official observance)
4. Independence Day or the weekday of the staff bonus day, (July 3 or 5) whichever is applicable