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Faculty Senate Monthly Packet April 1979

Portland State University Faculty Senate

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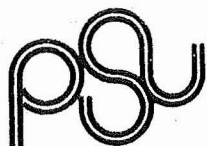
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portland state university

MEMORANDUM

TO Senators and Ex-Officio Members of the Senate

DATE March 20, 1979

FROM Earl L. Rees, Secretary to the Faculty

The Senate will hold its regular meeting of the Faculty Senate on Monday, April 2, 1979, 3:00 p.m., 150 Cramer Hall.

- A. Roll
- * B. Approval of Minutes of the March 5, 1979 meeting
- C. Announcements and Communications from the Floor
- D. Question Period
 - 1. Questions for Administrators
 - 2. Question from the Floor for the Chair
- E. Reports from Officers of Administration and Committees
 - *1. Annual Report of the Academic Requirements Committee, Kirrie
 - *2. Annual Report of the Committee on Effective Teaching, Willis
 - *3. Annual Report of the General Student Affairs Committee, Chino
- F. Unfinished business:
 - 1. Action on tabled motion concerning reserved graduate credit, Graduate Council, Bentley
- G. New Business:
 - *1. "W" option added to audit designation, ARC, Kirrie
- H. Adjournment

*The following documents are included with this mailing:

Regarding agenda items: B - Minutes of the March 5, 1979 meeting
E¹ - Annual Report, ARC**
E² - Annual Report, CET**
E³ - Annual Report, GSAC**
G¹ - "W" Option**

**Included for Senators and Ex-Officio Members only

PORTLAND STATE UNIVERSITY

Minutes: Faculty Senate Meeting, March 5, 1979
Presiding Officer: Elaine Limbaugh
Secretary: Earl Rees

Members Present: Adams, Anderson, Barmack, Bates, Becker, Beeson, Bentley, Blankenship, Bierman, Brenner, Brooke, Brown, Cease, Cumpston, Diman, Edgington, Erzurumlu, Fiasca, Friesen, Gard, Gilbert, Halley, Hardt, Hoogstraat, Johnson, Jones, Kimball, Kimbrell, Lee, LeGuin, Limbaugh, Manning, Markgraf, Merrick, Moor, Morris, Moseley, Newberry, Newhall, Olson, Rad, N. Rose, Scheans, Seiser, Sommerfeldt, Streeter, Sugarman, Tracy, Underwood, Walker, Waller, Weikel, Wurm, Young

Alternates Present: Farr for Shotola, Dreyer for Wyers

Ex-Officio Members: Blumel, Bolton, Corn, Dittmer, Forbes, Grimes, Heath, Hoffman, Howard, Nicholas, Parker, Rauch, Rees, Richelle, Rodgers, Schendel, Todd

APPROVAL OF MINUTES

The minutes of the February 5, 1979 Senate meeting were approved as submitted.

ANNOUNCEMENTS AND COMMUNICATIONS FROM THE FLOOR

Shirley M. Kennedy, professor of anthropology and former Secretary to the Faculty, died March 4. The Presiding Officer announced that there would be a memorial service for professor Kennedy Friday at 3:00 p.m. at the Campus Ministry Center.

QUESTION PERIOD

1. Questions for Administrators - Submitted by the Senate Steering Committee to President Blumel. "What is the present status of the Goals and Mission Statement adopted by the Faculty Senate in the spring of 1978?" "What are the plans for the implementation of the Goals and Mission Statement?"

Blumel said the questions must be answered in the context of developments concerning the adoption of a new set of University guidelines by the Oregon State Board of Higher Education. Blumel requested that the Educational Policies Committee develop a Goals and Mission Statement which was forwarded, with his endorsement, to the Chancellor's office for consideration by the State Board. The State Board's committee on Instruction, Research, and Public Service Programs considered the PSU guidelines and heard testimony from faculty, students, and community members. Based on those hearings and the

documents submitted, the Board's staff presented a preliminary guidelines statement to the Board's Committee on Instruction. PSU took vigorous exception to the preliminary guidelines statement because it was not consonant with the Goals and Mission Statement. A revised draft, taking into account the University's objections, was prepared. Again, there was concern that it was not satisfactory and there was a substantial re-drafting of the guidelines. The re-draft was adopted, with a few positive changes, by the Instruction Committee of the State Board. Specifically, the Committee chairperson, Mrs. Jane Carpenter, from Medford, suggested language to make explicit that PSU's goal is much broader than service to the metropolitan community, to emphasize visual as well as performing arts, and the University's contribution to the aesthetic quality of the community. The revised document will be considered by the full Board March 30, 1979, at PSU. In short, the substance of the Goals and Mission Statement has been approved by the Committee. Concerning physical development, Blumel said a revised, long-range physical development plan was approved by the Finance Committee of the State Board. That plan was based upon a report of the Campus Planning Committee. That plan will be considered by the State Board at its March 30th meeting. These documents, if approved by the State Board, will serve as the basis for a planning program which will proceed in a decentralized way with intermediate and longer term plans being developed at the departmental level with review and coordination at the various administrative levels. Serious attention will be devoted to that process before the end of this academic year. Blumel said copies of the revised document are available adding that the documents are integral to the future plans of the University even though there is no guarantee of obtaining the resources to implement them. Moseley asked about the amount and kind of participation the faculty would have in implementing the Goals and Mission Statement. Blumel said he visualized that the implementation would start on the departmental level.

2. Questions from the Floor for the Chair - none.

REPORTS FROM OFFICERS OF THE ADMINISTRATION AND COMMITTEES

1. President Blumel said the budget review, by the State Board of Higher Education, will start March 5 and continue throughout the month of March. Final budgetary considerations will probably not be made until late in the legislative session.

UNFINISHED BUSINESS - none.

NEW BUSINESS

1. Graduate Council Proposals, Graduate Council, James Bentley, chairperson. Bentley moved approval of the three proposals as included in item G-1 of the Senate mailing.

- A. Bentley moved that the Senate approve part 1, change of earned grade recorded on a transcript, of item G-1. (seconded)

Highlights of Discussion: Johnson asked about the present policy. Rauch said there is apparently no policy adding there should be a review process and not just a simple supplementary change. Cease, noting the Graduate Council's statement that requests for changes are numerous, asked for particulars about the number of requests being submitted. Rauch responded that requests are more numerous that they should be for a university of this size. He added that supplementary grades are being turned in without any signature. Bates said the registrar should issue the proper instructions to prevent this from happening. Richelle pointed out that it is difficult to verify, through the signature process, that a given instructor is responsible for changing a grade. He said that grades should be changed only for two reasons: additional work or a mathematical error. Moseley said the review process would benefit the faculty making it more difficult for students to put pressure on instructors for grade changes. Olson asked if a student could petition for a grade change. Bentley said there are basically two routes: petition and supplementary grade report. The former is sent to the Graduate Council, the latter is submitted directly by the instructor. Weikel asked why a faculty committee was not chosen to review grade changes. Merrick said faculty committees usually do not function during the summer and, thus, would not be practical. Richelle, clarifying the petition route, said the ultimate authority for adjudicating petitions is the Academic Appeals Board. There are attempts to resolve a problem before taking the official route. Brown moved to table the motion until the following Senate meeting at which time the Graduate Council will be able to furnish specifics as to the seriousness of the problem. (seconded)

Action on Brown Motion to Table Motion: Passed by voice vote.

- B. Bentley moved for approval of part 2, senior petition for reserve graduate credit, of item G-1. (seconded)

Highlights of Discussion: Olson asked about the need for all the planning and steps for reserving graduate credit. Bentley said the petition to reserve graduate credit has been the most frequent one this year. The goal is to reduce the number by regularizing the petition process and by increasing the GPA requirement. Jones observed that there is nothing in the proposal which will decrease the number of petitions since students do not read the rules anyway. The issue is, in short, the raising of the GPA. Bates said exceptions should be made for those students who improve their GPA considerably after a bad start. Brown noted that only allowing those students within 30

credits of a degree to reserve credit would preclude setting aside credits for classes offered only once a year or every other year. The exact focus of some courses is not known until after the course has been published in the catalog. This makes planning difficult. Brown, referring to the "B" grade stipulation, said a "C" should count just as it does for all graduate students. Bentley said a student could petition for a change in a set of courses proposed for reserve credit and pointed out that the "B" grade condition is already in the catalog.

Action on Motion: Defeated by voice vote.

- C. Bentley moved Senate approval of part 3, audit of graduate classes, of item G-1. (seconded)

Highlights of Discussion: Johnson moved to amend the motion by deleting the sentence "Courses taken on an audit basis cannot be repeated for credit," in the second paragraph of part 3. (seconded)

Discussion of Johnson Amendment: Brenner favored the amendment because the prohibition to repeat an audited course for credit would, in fact, preclude a student from entering a given program where a class already audited was required credit. Kimbrell said the result of the restriction would be fewer registered auditors. Sugarman, said the main concern was the abuse of the audit option.

Action on Johnson Amendment: Passed by voice vote.

Further Discussion of Original Motion as Amended: Bates moved to amend the original motion, as amended, by inserting in part 3, paragraph 2, "Courses taken more than once on an audit basis cannot be repeated for graduate credit." (seconded)

Discussion of Bates Amendment: Brown said this is a matter of academic standards. The departmental graduate committees should maintain graduate standards and question a string of audits.

Action on Bates Amendment: 28 for, 18 against.

Continued Discussion of Original Motion as Amended: Jones said no reason, pedagogical or otherwise, has been given for limiting the number of audits. Bentley said the purpose is to clarify the audit status.

Action on Original Motion as Amended: Passed by voice vote.

2. Faculty Benefits, Faculty Benefits Committee, Rempfer, chairperson. Rempfer emphasized that the cost of living pension adjustment is only 2% annually. As a positive step, the Faculty Benefits Committee offers two resolutions for consideration by the senate. Moor moved adoption of the two resolutions as included in item G-2 of the Senate mailing: "That if a 'full formula' for retirement benefits is to be used, this formula should be at least 2.0% of final salary times years of service," and "That 'cost of living pension adjustments' already permitted under State Law be unencumbered by the present unrealistic 2% annual limitation of pension adjustment." (seconded)

Highlights of Discussion: Kimbrell allowed that there should be a grandfather clause. Moor responded that the complete document prepared by the Faculty Benefits Committee does contain such a clause. Merrick asked about the statement "unencumbered by the present 2% annual limitation." Rempfer said the actual cost of living increase, with no 2% limitation, should be the basis for the annual pension adjustment. Todd reported that since the Faculty Benefits Committee report was submitted to the Senate, two new pieces of legislation dealing with this question have been introduced. HB 2578, introduced by Representative Whallon, deletes the 2% limit on increase or decrease in annual cost-of-living adjustments of retirement benefits and changes the computation of current service pension from 1% to 2% of final average salary per membership year. The financial impact of this legislation could be high at a time when tax relief is being considered. SB 491, sponsored by Senator Burbidge and Representative Van Vliet, increases the maximum annual cost-of-living adjustment for retirement benefits from 2% to 4% for benefits paid for each 12-month period July, 1980 through June, 1981, plus an additional and cumulative 1% for each year thereafter to a maximum of 13%. Todd also indicated that there is other legislation that would increase the current service pension to 1.6%. Waller asked if there was a PERS fund to cover HB 2578. Todd said it would be charged back to the payroll of state employees. Brenner said a total annuity approach would be advantageous because it includes an automatic cost of living escalator. Rempfer stressed that there should be consonance between inflation and interest and that an alarm should be sounded now. Scheans, in the way of a "friendly amendment," said the first proposal in item G-2 should read: "this formula should be at least 2% of the final average salary times years of service." Bursch noted that the 1.6% now being considered by the legislature would not be sufficient since 1.8% is needed to break even.

Action on Proposals: Approved by voice vote.

ADJOURNMENT 4:41 p.m.

To: The Faculty Senate
 From: The Academic Requirements Committee
 Subject: 1978-1979 Report

The Academic Requirements Committee has met regularly each week of the academic year with the following exceptions: final examination weeks, the week of Thanksgiving, December 6, 1978, and January 10, 1979. During the summer, Committee members visited the Registrar's Office to vote on student petitions. The meetings of the Committee have been devoted to action on student petitions and to discussion of and action on all-university requirements under its jurisdiction.

Student Petitions

Between March 2, 1978, and March 1, 1979, the Committee acted on 360 petitions. Of these petitions, 308 were granted and 44 were denied. Of those granted, 8 were granted in part and 209 were granted by delegation.

Matters Resolved (All quotations are from Committee minutes.)

1. Admissions policy concerning ESL students transferring to PSU. PSU now accepts "transferable hours accumulated over a period of no longer than 2 years as evidence of admissibility--using 24 hours as the minimum required over that 2 year period." This policy replaces the former one of admitting an ESL student on the basis of 24 hours taken in 2 consecutive terms.
2. Approval of the Administration of Justice proposal "Baccalaureate Degree through an Off-Campus Program." The approval was made with the provision that the departments involved be responsible for monitoring and maintaining the quality of all aspects of the program.
3. Policy governing the use of Urban Studies courses to fulfill distribution requirements. This action was a re-affirmation necessitated by the establishment of the School of Urban Affairs.
4. Women's Studies credits used in fulfilling Social Science distribution requirements. Approval of such use was necessitated by the transfer of Women's Studies from Arts and Letters to Social Science.
5. Approval of the School of Social Work proposal "Revision of Undergraduate Policies." The proposal specifies requirements for admission to and continuance in the undergraduate program.
6. ASPSU request for academic credit for work in student government. The Committee found the request lacking in necessary specifics, a judgment acknowledged by the ASPSU President, Les Morton, in discussion with the Committee. The Committee recommended that specific requests for such credit be made to appropriate departments.
7. Acknowledgment of the effects on credit transfer caused by changes in institution ratings published in Transfer Credit Practices by Selected Educational Institutions, American Association of Collegiate Registrars and Admissions Officers, April, 1978. The rating changes effect, in the main, credits transferred from the Washington community college system.

8. Distribution formula for credits earned in The University Scholars Program's basic course. A revised formula was needed for two reasons: Studies in Western Culture, which has replaced Language for Self and Society, differs in content from the former basic course; the basic course is now open to non-USP students.
9. Approval of the Department of Mathematics proposal to prohibit the use of Mth 93 and Mth 94 for fulfilling distribution requirements. The Committee returned the proposal to the Department of Mathematics with two recommendations: first, that Mth 95 be renumbered Mth 100; second, that Mth 93 and 94 be renumbered below 50 so as to make them non credit courses.
10. Approval of the International Students Board proposal to discourage ESL students from attempting courses beyond their English language ability. In a memorandum to Dean Heath, the Committee, despite its approval, found the proposal lacking in effective implementation and full coverage of the problem; it strongly recommended that no double standard be used and that necessary proficiency be strictly enforced.
11. Approval of PSU's seeking affiliation with Phi Kappa Phi. The Committee sees affiliation as resolving the recurrent problems with Honors and High Honors.
12. Recognition of the use of the course list approved by OSSHE for determining the acceptability for transfer of credits earned at institutions now accredited but earned before their accreditation.
13. Procedure for exceptions to guidelines for accepting vocational-technical credits for transfer. Departmental approval governs; however, once a department has approved a certain course at a certain institution for one student, that approval extends to other students until such time as the department determines that the course can no longer be considered transferable.
14. Procedure whereby Admissions regularly obtains departmental reviews of courses offered for transfer for which no guidelines already exist.
15. Approval of the Registrar's "Guidelines for GPA Calculations on Second Baccalaureate Degree Candidates."
16. Faculty Senate motion to approve a "course-for-course evaluation of credits offered for transfer from accredited institutions other than community colleges." The Senate passed the motion at its February, 1979, meeting.
17. Procedure for handling transfer of credits earned for prior learning. Departmental approval is obtained through procedures already established for CLEP and credit by examination.

Matters Unresolved

1. The Faculty Senate's request that the Committee undertake "the task of a thorough study of the grading criteria dilemma." The Committee decided that the request exceeds the Committee's charge as given in the Faculty Constitution. In notifying the Senate of its decision, the Committee agreed that the matter is of

Matters Unresolved

great importance and urged that it be investigated either by an ad hoc committee or by an authorized joint effort of the Scholastic Standards Committee, the Committee on Effective Teaching, the Educational Policies Committee, and the Academic Requirements Committee.

2. Distribution requirements. For several months the Committee devoted time to examining this problem. It prepared and distributed questionnaires to teaching faculty and unit heads; it discussed at length the responses received. Because the responses indicated that the matter is too complex to be fully pursued by a committee with many other duties, the Committee withdrew from the inquiry and supported Dean Heath's proposal to President Blumel that a task force be named to investigate the whole matter of undergraduate requirements in general education. That task force is now established.

Matter Pending

A means of indicating on a student's academic record whether or not a student who registers for audit actually audits the course.

Submitted by

John Cavarnos
Ansel Johnson
Marjorie Kirrie, Chair
Frank Magiera
David Martinez
Anthony Midson

COMMITTEE ON EFFECTIVE TEACHING

Report to the Faculty Senate
April 2, 1979

In January 1979 the Committee divided itself into three subcommittees: Grant Requests, Policy, and Programs. Meetings of the committee of the whole are continuing, as well as those by the subcommittees.

Eight proposals were received for funds from the Annual Fund for the Improvement of Teaching, and all were granted, as follows:

1. Foreign Language Dept: Pilot project in tutoring in French. (\$620)
2. English Dept: "Language Across the Curriculum," a workshop with Anthony Adams, Professor from the University of Cambridge, attended by twenty people. Prof. Adams also consulted with individuals, spoke to four classes in English and the School of Education, and visited secondary schools. (\$530)
3. College of Science: a fall workshop to introduce new Teaching Assistants to basic teaching skills. (\$400)
4. Engineering and Applied Science Dept: registration cost for one faculty member to attend a workshop on "Passive Solar Systems." (\$150)
5. Audio-Visual Services: costs for production of a Faculty Development Handbook. (\$200)
6. English Dept: partial support for a Basic Writing Study and Resource Center. (\$500)
7. English Dept: distribution costs for a survey of the entire faculty on assessment of students' writing competence, faculty use of writing in their instruction, and overall needs of writing instruction. (\$112)
8. School of Health and Physical Education: support for a workshop on instruction in racquetball, which would be a pilot for workshops in other such areas. (\$240)

As in the past the Committee tended to favor proposals that would have an effect on a number of faculty members and would be "seed money" for continuing effort by a department toward improving the quality of instruction. Grant money was distributed from a total beginning budget of \$3,500.

The Policy Subcommittee is exploring two principal areas of concern; first, the link between individuals' efforts to improve their teaching effectiveness and the system for incentives and rewards and, second, what can be done to increase administrative support for improving instruction. The members are planning to interview key administrative officers, members of the AAUP, and other faculty with regard to their thinking on these matters.

The Program Subcommittee has recommended that the Committee co-sponsor, with representatives of the Associated Schools of the Pacific Northwest (ASPN), a conference on the PSU campus April 20-21 during which interested faculty of the five member institutions will be informed about and have the opportunity to discuss what instructional-improvement activities are going on at PSU.

Members of the Committee are: Students -- Bradley Cochrane, Darrell Johnson, Nancy Matich, and Phyllis McGraw; Faculty -- Elliot Benowitz, Glen Gilbert, Pauline Peotter, Virginia Seiser, June Underwood, Robert Van Atta, Norm Wyers, David Willis (Chairman), plus Jim Heath and Robert Walker, ex officio.

3/12/79

To: The Faculty Senate

From: Frederic Chino, Chair: General Student Affairs Committee

Subject: Annual Report

The General Student Affairs Committee for 1978-79 has so far accomplished but two things: First, the Committee acted on a request submitted by Jim Heath, Dean of Undergraduate Studies to make recommendations concerning the possible formation of a chapter of Phi Kappa Phi, a national scholastic honorary fraternity at PSU; and second, the Committee acted on the issue of PSU's affiliation with Who's Who Among Students in American Universities and Colleges.

On the first issue, the Committee voted to recommend PSU's affiliation because; (a) eligibility for membership in Phi Kappa Phi includes professional programs as well as the liberal arts; (b) affiliation with Phi Kappa Phi does not preclude subsequent PSU affiliation with Phi Beta Kappa; and (c) a substantial number of prominent institutions were affiliated with it. This recommendation was forwarded to Dean Heath.

On the second issue which dealt with the advisability of PSU's affiliation with Who's Who Among Students in American Universities and Colleges, investigation showed that many distinguished institutions throughout the country were affiliated including some of the Ivy League schools. The Committee concluded that the Who's Who was not merely a commercial enterprise.

Because the issue was one more directly involving students and because student participation on the Committee was severely limited (reasons for the limited participation by students will be discussed below) the Committee voted to recommend affiliation contingent upon approval by the Student Senate to which the issue was referred. The Student Senate voted to recommend affiliation.

Other issues on the agenda but yet to be acted on include; (a) possible affiliation with and participation in the College Bowl program with which Portland State received national attention in 1964-65 when the PSU team won the national championship on television; (b) review of and recommendations for amending of the PSU Student Employment Guidelines; and (c) review of the proposed Affirmative Action Guidelines when they are complete together with the examination of data compiled on the issue of affirmative action.

The GSAC has had problems with the recruitment of student members. On no other Faculty committee is student membership so crucial as on this committee. Reflecting this importance, the Faculty Constitution stipulates equal student and faculty representation on this committee. Obtaining student representation proved difficult for several reasons: First, Student Government had difficulty in recruiting students with both time and interest: Secondly, when submitted by Student Government and the names submitted to the administration, the latter was slow in acting upon the recommendations; finally, the student members were appointed well after meeting schedules had been determined and the schedule conflicted with that of the students. Further, student members proved to be difficult to contact. In the meetings so far scheduled, the Committee was successful in having but one student in attendance. The Committee is reluctant to make but the least controversial decisions in the absence of a larger student representation. It is to be hoped that the spring quarter will bring a more representative committee.

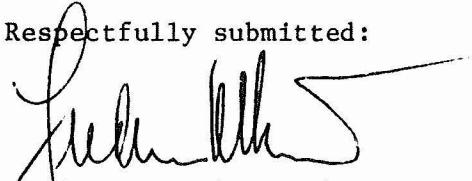
Members of the Committee are:

Faculty: Jack Finley
Bhagerath Lall
Janet Kneeland
Sam Yorks
Frederic Chino, Chair

Students: Robert Fahlman
Gary Scarf
Mark Musick
David Strayer (name submitted
to the Committee by Orcilia
Forbes but not yet acted
upon by the President)

Consultant: William Williams

Respectfully submitted:

A handwritten signature in black ink, appearing to read 'Frederic H. Chino', with a long horizontal flourish extending to the right.

Frederic H. Chino, Chair,
General Student Affairs Committee

G1

Motion: That the withdrawal option (W) be added to the AUDIT designation on the grading register.

Justification

At present, AUDIT is the only designation on the grading register for which there is no optional designation, and an instructor has no way of deleting an AUDIT from the register. Many instructors desire a means whereby they can indicate that a student registered for AUDIT either did not attend class at all or attended so infrequently as to defeat the purpose of auditing. This motion provides such a means. Because there are no performance criteria for auditing a class, the W would be used only for non-attendance.

Present abuses of the AUDIT:

1. Suggesting to the user of a transcript that the student has had some exposure to the materials and topics implied by the course title.
2. In the case of some students, obtaining financial support under the pretense that AUDIT represents regular registration for a course and implies active participation in the course and the learning of the course content.

Advantages of the W option:

1. Provides a method of indicating non-attendance in a course.
2. Provides an instructor control over all marks given for a course.
3. Provides a means of removing an AUDIT from the grading register and, thereby, of prohibiting its appearance on the transcript.
4. Allows the student to use AUDIT in its traditional sense as an indicator of minimal involvement in a course.