6-1-1977

Faculty Senate Monthly Packet June 1977

Portland State University Faculty Senate

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Minutes: Faculty Senate Meeting, May 2, 1977
Presiding Officer: Frederick O. Waller
Secretary: Jim F. Heath


Alternates Present: Ellis for Cease, Eileenchild for Porter, Rubin for Ryan.

Ex-Officio Members: Blumel, Buell, Dittmer, Forbes, Hoffmann, Heath, Ragsdale, Rauch, Richelle, Rodgers, Todd, Toulan, Trudeau, Westwood.

APPROVAL OF MINUTES:

The minutes of the April 4, 1977 Senate meeting were approved as distributed.

ANNOUNCEMENTS AND COMMUNICATIONS:

The Presiding Officer reminded Senators that the election of officers for next year's Senate will be held at next month's meeting. Representatives from various divisions to the Committee on Committees will also be elected at the June meeting. In order to insure some continuity from this year's Committee on Committees, the Presiding Officer urged Senators to consider reelecting at least some of this year's committee members to the committee for next year. He added that all nine of the committee members will be in the Senate next year and, consequently, are eligible for reelection. E. Rose, chairperson of the Committee on Committees, strongly endorsed the need for continuity and stressed the importance of having experienced people on the committee.

QUESTIONS:

Chino, expressing a hope that some member of the Administration would volunteer to answer his question, asked the Presiding Officer if the taped message received by telephone callers to the University on Washington's and Lincoln's Birthday Holidays should not be revised, since it had stated that PSU would be closed. In reality, he added, PSU was not closed, although classified employees--such as telephone operators--were not working on the Holidays; hence those who called the PSU switchboard were given incorrect information.

The Presiding Officer agreed that the tape should be corrected. Blumel declared that the correction has been made already.

REPORTS FROM OFFICERS OF ADMINISTRATION AND COMMITTEES:

The Presiding Officer reminded the Senate that although no formal action was needed for committee reports submitted by inclusion in the Senate mailing, the chairpersons
of the committees were present to amplify their reports and answer questions.

1. Budget Committee--Interim Report; Joseph Kohut, chairperson noted that an interim rather than an annual report was presented because the budget figures for the coming year are not yet available. He added that per the Walker Resolution passed by the Senate last spring, the Budget Committee was instructed to include such figures in its Annual Report. The committee's Annual Report will consequently be submitted early in fall quarter when the budget figures will be available. Kohut called attention to Section V of the committee's report which contained committee recommendations concerning three items of "specific and legitimate faculty interests." Blumel cautioned that item 2a in Section V ("all predictable instructional needs [e.g. recurring extra wage sections] should be incorporated into the base budget") has not been done yet, although the Administration hopes to do so and is making progress in this area. Richelle observed that funds for additional class sections come out of undistributed instructional resources, not out of the institutional reserve account. In response to a question from Gard regarding item 3 of Section V ("Additional support for faculty research and development") Kohut answered that the Budget Committee had made a strong recommendation to the Administration to provide additional funds for faculty research and development.


Motion: Chino moved (seconded) that "Project Advance" be continued for a second year with the North Clackamas School District and that other school districts which wish to participate be allowed to do so if they meet the standards established for the program.

Discussion Highlights on the Motion: In response to worries expressed by Gard and others about whether students in the program are performing at college level, Buell explained that the qualifications of the instructors are examined very carefully, that there is close coordination between the instructors and participating PSU departments through counterpart professors, that students who take the courses have very high GPA's, that the courses are very comparable to the same courses given at PSU, and that they use the same or similar books as those used at PSU. Pierson added that observations of instruction in the classes and reviews of papers and examinations in the courses suggest a higher level of achievement than in the same courses taught at PSU. Gard questioned the award of "dual credit" (e.g., both high school and college credit) to students taking the courses. Pierson replied that "dual credit" is incidental, since the students have already met all high school requirements; the "Project Advance" courses are for seniors who want to do more. "Project Advance" courses are like Advanced Placement courses, but they are very much more similar to actual college courses. Burke wondered if the popularity of "Project Advance" courses suggests a dissatisfaction with Advanced Placement classes. Buell responded that he believes that PSU's program is better than Advanced Placement. Wrench questioned whether or not PSU would receive adequate funds to monitor the program adequately as it grew larger. Pierson assured him that our agreement with the school district requires
the district to pay for the cost of the necessary monitoring. In addition, students pay a $10 registration fee which allows them library privileges (checking out books) at PSU but no other use of PSU facilities. Regarding the number of "Project Advance" participants who will likely enroll at PSU, Buell explained that we would not know until fall registration. He added, however, that no stress had been placed on this. He also explained to the Senate that the success of the program was in no way being measured by a "body count." If the students who take the courses go on to college and do well there, the program can be considered a success. Buell noted that the Educational Policies Committee, which had been directed by the Senate President to monitor "Project Advance," had raised no questions about the program or its continuation.

Action: The motion passed by voice vote, not unanimously.

3. Teacher Education Committee--Annual Report; James Hale, chairperson. No questions were raised about the report.

4. University Athletics Board--Annual Report; James Kimball, chairperson. No questions were raised about the report.

5. University Scholars Board--Annual Report; Howard Westcott, chairperson. No questions were raised about the report.

UNFINISHED BUSINESS: None

NEW BUSINESS:


Motion: Swanson moved (seconded) adoption of the motion contained in the written proposal included in the Senate mailing:

"Undergraduate students desiring to take over 18 hours in any one term must file an overload form which contains approval as follows:
   Department or School majors
   1. Approval by advisor
   2. Approval by head of major department or school
   General Studies majors - Option I
   1. Approval by advisor
   2. Approval by dean of the designated college
   Undeclared majors and general studies majors - Option II
   1. Approval by advisor
   2. Approval by Dean of Undergraduate Studies

In addition to the above approvals, students desiring to take over 21 hours in any one term must petition the Academic Requirements Committee. All necessary approvals and petitions must be filed by the first day of classes."

Swanson added the following to the written proposal: "If approved, this regulation will be implemented fall term 1978."
Discussion Highlights on the Motion: Swanson explained that the reason for setting back implementation to 1978 was that the catalog for 1977-78 was already in print, so there would be no way to inform students of the change. He added that ARC had voted 5-2 to support the proposed change, the Curriculum Committee had concurred by a 4-3 vote, and that the Scholastic Standards Committee had voted to oppose the proposal. He noted that ARC was not attempting by the motion to deal with the fiscal considerations involved in the case of students who take overloads in order to maximize tuition cost benefits; the committee's concern is with academic standards, and it does not believe that administrative definitions made in regard to fees should not be permitted to influence, much less to determine, academic standards.

Carl, chairperson of the Scholastic Standards Committee, referred Senators to his committee's written report in the Senate mailing. SSC is sympathetic with the idea of the ARC proposal but objects to the specifics. Since it would require different procedures for different majors, it would be difficult to administer; it would create much more paper work; and it might lead to "rubber stamping" of overload requests by faculty. Kirrie, ARC member, replied that the division of approval requirements into three groups of majors follows the division of majors in the catalog and that ARC believes that the changes proposed would make both students and faculty more aware of the overload process and the implications involved in students taking heavy loads.

Critics of the proposal stressed that some students are clearly able to handle heavy loads and that they should not be discouraged from doing so, that the proposal would add to paperwork demands, and that many students who work at full-time jobs and take regular loads are in effect more "overloaded" than non-working students taking very heavy course loads. Supporters of the proposal countered that it would lead to more contact between students and their advisers, which would be beneficial.

Swanson summed up ARC's position by emphasizing that ARC was concerned about the quality of education at PSU. The only "handle to hang it on" was the committee's charge to review overloads. He added that better departmental advising would correct many of the problems involved in abuses of overloads; ARC saw the proposal as a first attempt to improve the quality of education and advising.

Action: The motion was defeated by hand vote. (The current policy regarding overloads, stated in the PSU catalog on page 28, thus remains in force: undergraduates wishing to take 22-25 credits need only submit a form signed by an adviser; those wishing to take over 25 credits must petition to the ARC).

2. Academic Requirements Committee, Swanson, chairperson: Proposal regarding competence in English Composition.

Motion: Swanson moved (seconded) the motion contained in the written proposal included in the Senate mailing. After a question by Cooper if the motion included the words included in the parentheses, Swanson clarified the motion (agreed to by the second) to include only the sentence not in parentheses: "A minimal level
of competence in English composition be established for students entering Wr 121 at Portland State University."

The Presiding Officer asked Professor Holloway to brief the Senate on the English Department's plans regarding composition requirements. Holloway explained that the English Department had voted to establish a specific course, Wr 120, for students with insufficient competence in writing. Persons would be required to take the course before taking Wr 121, except those waived on the basis of performance on a written exam. The Department believes, however, that adequate funding and staffing must be available before implementing its plan.

Information Provided During Discussion/Questions About the English Department's Plan: Wr 120 would not be a return to a non-credit "bonehead" English course; the Test of Standard Written English, which is part of the SAT taken by most but not necessarily all Oregon high school graduates, would likely be used as a screening mechanism to determine which students should take Wr 120; the computer can be programmed to keep students out of Wr 121 unless they demonstrate proficiency by the written test or take and pass Wr 120.

Discussion Highlights on the Motion: Moor urged a trial period using a different approach to raise the quality of writing. He suggested a program by which all PSU instructors in all disciplines would strongly emphasize the importance of writing skills, thereby hopefully motivating students to want to learn to write better. Along with this, the English Department should be given the resources to teach remedial writing courses for students to take to improve their writing. Mandaville wondered why the ARC motion was necessary if the English Department is developing its own plan. Swanson replied that the English Department cannot set admissions requirements. Further, ARC is an all-University committee charged with setting standards and it believes that too many students are deficient in writing skills. Cooper and others argued that the ARC proposal was pointless unless there was some specific mechanism for implementation. Wrench urged a year's delay until Wr 120 could be approved and established. Swanson replied that ARC was offering the proposal as a necessary step towards improving the effectiveness of the writing program. However, the committee did not believe that it should try to define the minimum level of competence. The English Department should set the actual standard. Nevertheless, ARC wanted the requirement to go into effect next fall.

Action: The motion was approved by hand vote, 26-23.

3. Admissions Requirements Committee Report, Swanson, chairperson.

Motion: Swanson moved (seconded) that the Senate specifically accept the report included in the Senate mailing. Last November Vice-Chancellor Romney asked schools in the state system to suggest possible changes in state-wide admissions policies. The Office of Academic Affairs assigned ARC the task of forming a committee to prepare PSU's recommendations. The Senate would only be accepting the report, not approving the recommendations contained therein.

Action: The motion was passed by voice vote unanimously.

The Presiding Officer adjourned the meeting at 4:30 p.m.
ADVISORY COUNCIL

ANNUAL REPORT

During the academic year 1976-77 the Advisory Council consisted of: Gavin Bjork, Victor Dahl, Basil Dmytryshyn, Dawn Dressler, Carole Gatz, and Jim Heath. At its organizational meeting on June 2, 1976, Dmytryshyn was elected chairman and Gatz secretary.

In accordance with the established practice the Council met weekly with the President. In conformity with its constitutional powers and duties (Article VI, Section 4), this Council, like its predecessors, offered the President advice on its own initiative and at his request. Among the problems that were discussed were:

1. Sick leave
2. Sabbatical leave
3. Part-time and wage-section faculty
4. Academic staff grievance procedures
5. Budget guidelines--excluding faculty salary distribution
6. Faculty evaluations.

In addition the Council:

a). Discussed with the President matters of institutional and inter-institutional concern
b). Reviewed proposed amendments to the Faculty Constitution
c). Discussed and made recommendations on personal concerns of several faculty members
d). Nominated faculty members to serve on various ad hoc and search committees
e). Brought faculty views to the attention of the President.

Basil Dmytryshyn
Chairman

Carole Gatz
Secretary
The group of senators elected to this responsibility for 1976-77 was outstanding and, despite the fact that we were all first year senators together, struggled to cope reasonably well with what is an enormous responsibility.

The Committee on Committees benefited from the recommendations of last year's committee as they appeared in the 1975-76 annual report. An effort has been made to implement as many of those recommendations as possible. However, the schools, colleges and divisions of the University did not carry out the recommendation that called for "hold over" appointments to the 1976-77 Committee on Committees in order to ensure some experienced members to expedite the committee's work. Consequently the current Committee on Committees is suggesting reappointments according to the schedule laid out in the proposed constitutional amendment (attached). Hopefully, this constitutional amendment can be approved early in Fall term 1977 and thus alleviate this reoccurring problem. The value of experience and experienced members to this group cannot be too highly stressed. Without such carryover each new Committee on Committees gropes through Fall term seemingly reinventing the wheel.

In anticipation of the passage of the amendment by the Senate it is requested that the caucuses of:

Administration
Business Administration
Education
Social Work

re-elect their present representatives to the Committee on Committees for the academic
year 1977-78. The caucuses of:

Arts and Letters
Health & Physical Education
Library
Science
Social Science

are requested to elect their representatives for a two year term beginning with the 1977-78 academic year. This informal procedure will facilitate the implementation of the constitutional amendment.

The faculty preference sheet has been distributed and the results tabulated. It should be understood that this survey enables faculty to express their preference for an area of committee service. The Committee on Committees then makes recommendations on appointments to the President. The President is the appointing authority. Briefly, a preference and/or a recommendation doth not one a member of a committee make.

Members for a new committee, the Faculty Benefits Committee, were recommended during 1976-77. Also the Accident Review Board received members for the first time.
Proposed amendment to faculty constitution (Page 4 - add to second paragraph).

The members of the committee will normally serve two years and must be members of the Senate during their tenure as members of the committee. The following divisions shall elect members in even numbered years:

- Administration
- Business Administration
- Education
- Social Work

The following divisions shall elect in odd numbered years:

- Arts and Letters
- Health and Physical Education
- Library
- Science
- Social Science

The amendment shall be effective for Senators elected to the Committee on Committees beginning with the academic year 1978-79.
Initially, considerable time and attention were focussed upon effort to define and develop the Committee's role within the University's governance structure. After a number of exploratory meetings, including conversations with several faculty and administrators, the Committee's own sense of its operating policies and procedures began to take form by the end of the Fall Term; and a sense of direction was achieved as EPC attacked its function of assessing issues involving questions of institutional policy.

In terms of tasks undertaken and completed, the EPC reviewed the existing policy regarding the designation of instructional units as "schools" and their administrative officers as "deans," and, in the application of that policy to the Department of Health & Physical Education, recommended the continuance of that policy without change. As a by-product of this review the Committee clarified for itself basic issues of policy and procedure with regard to its own operation.

A second major undertaking has been the review and study of various documents of significance to PSU and its development as an urban university. These have included the Northwest Association Accreditation Report of 1975, the Institutional Objectives of PSU adopted by the Board of Higher Education and incorporated into the Minutes of its January 22, 1973 meeting, institutional guidelines of several other urban universities comparable to PSU, enrollment studies and projections by the PSU Office of Institutional Research, census data and projections from Population Research and Census, and others. As a result, the Committee has proceeded to gather information and explore data which could be utilized as a basis for revising and/or modifying the institutional guidelines for PSU. This task, however, has proven to be too ambitious and the time has been too short for the project to have been completed at this time.

Last Fall the University entered into an agreement with the North Clackamas School District #12 for the purpose of authorizing and extending selected lower division University courses into the high school for selected seniors which would then be applicable, as earned University credits, toward degrees at PSU or elsewhere. In November the EPC was assigned the function of overseeing the progress of this pilot project and has been informed of developments throughout the year. Two basic though related questions of institutional policy would seem to be at issue: first, the appropriateness of granting University credit for high school courses taken in the high school, and second, the locus of responsibility for establishing and maintaining quality controls for university-level instruction. In the first case, established institutional policy permits the granting of University credit for work earned off-campus. This credit is available to high school students through the Advanced Placement and CLEP programs of the College Entrance Examination Board. (1976-77 PSU Bulletin, pp. 12, 29) Additionally, university
credit may be earned by high school students who enroll in University campus courses as part-time students. (Ibid., p. 34) The one common factor pervading these situations is the fact that the granting or denial of such credit is the responsibility and under the direct control of the University department involved. In the second case, established university policy assigns each department responsibility for the scheduling of its courses, the assignment of instructors, the eligibility of students, and the maintenance of such other quality controls as the department sees fit to prescribe. In the case of Project Advance the high school courses are patterned after University courses, and the departments involved have approved both the courses and their instructors. Moreover, the departments have monitored this project throughout the year, with coordination provided by the Office of Academic Affairs. It is therefore the judgment of the EPC that Project Advance falls within the parameters of established institutional policies and that it has operated in accordance with appropriate and established guidelines. More specifically, the Committee recommends the following:

1. That the Faculty Senate approve the continuation of Project Advance for 1977-78, subject to those conditions and restraints enumerated in its May 2 Report to the Senate.

2. That continual monitoring of Project Advance be provided by those departments involved, with coordination between the departments and the school district(s) by the Office of Academic Affairs.

3. That, contingent upon satisfactory reports to the Senate provided annually by the PSU coordinators, Project Advance be continued as an experimental program for a total of three (3) but no more than five (5) years.

4. That continuing evaluation of the experimental program be conducted throughout the 3-5 year period by the Office of Academic Affairs.

5. That, at the end of the experimental period, there be a final evaluation of the program upon which the decision to terminate or extend the program will be based. The final evaluation shall give full consideration to all aspects of the program - students, instructors, school districts, PSU - and assess the impact upon each, including the full range of budgetary implications for PSU.

Finally, the initial work of this Committee during the past year was somewhat hampered because of two factors: first, the lack of a continuing history and the absence of Committee precedents, and second, the existence of several significant vacancies in the Committee's membership. In the first case, the exploratory sessions at the beginning of the year enabled the Committee to define its function in more specific terms. In the second case, the filling of committee vacancies by the beginning of the Winter Term permitted EPC to move ahead with greater confidence in the representative character of its activities. Since the beginning of the Winter Term, meetings have been held weekly and will continue through the
the Spring Term. Hopefully by that time the Committee may have something of substance to pass on to next year's committee and will have provided it with a greater sense of direction.

Respectfully submitted,

EDUCATIONAL POLICIES COMMITTEE

Kenneth W. Butler
Carolyn Easterly
Patricia A. Eng
Edward L. Grubb
George V. Guy, Chairman
Elaine E. Limbaugh
Frank F. Miles
Leonard Simpson
Michael W. Tichy
Helen Y. Waehrer

GVG: vg
May 5, 1977
ANNUAL REPORT OF THE ELECTIONS COMMITTEE
1976-77

May 23, 1977

Committee Members: Mary Constans, chairperson, Dorothy Kelson, Jerry Murphy, Vivienne Olson, Eldon Tamblyn

SPRING ELECTION RESULTS 1977

FACULTY SENATE

Administration and Services

Elected to three-year term:

Cumpston, Mary
Cawthorne, Herb

Non-elected nominees in order by descending number of votes (to fill vacancies which may occur in 1977-78):

Edgington, Roger
Kelson, Dorothy
McGowan, David

College of Arts and Letters

Elected to three-year term:

Crowley, Robert
Limbaugh, Elaine
Markgraf, Carl
Wolk, Anthony
Hammond, John/Nussbaum, Laureen/Polonoff, Irving (run-off election)

Non-elected nominees in order by descending number of votes (to fill vacancies which may occur in 1977-78):

Members remaining from tie break

Business Administration

Elected to three-year term:

Brandt, Frederick
Hoogstraat, Emerson
Taylor, Jack
Non-elected nominees in order by descending number of votes (to fill vacancies which may occur in 1977-78):

Manning, James
Goslin, Lewis
Molander, Earl

School of Education

No Senate seat vacancy

Non-elected nominees in order by descending number of votes (to fill vacancies which may occur in 1977-78):

Lee, Phyllis
Martinez, David
Brannan, Steve

Health and Physical Education

Elected to three-year term:

Westcott, Howard

Non-elected nominees in order by descending number of votes (to fill vacancies which may occur in 1977-78):

Heyden, Margaret
Rankin, Betty

Library

Elected to three-year term:

Kimball, James
Newberry, Daniel

Non-elected nominees in order by descending number of votes (to fill vacancies which may occur in 1977-78):

Westover, Robert
DeGraff, Jerome
Sampson, Gary

School of Science

No Senate seat vacancy
Non-elected nominees in order by descending number of votes (to fill vacancies which may occur in 1977-78):

Beeson, Marvin
Byrne, J. Richard
Rempfer, Robert

College of Social Science

Elected to three-year term:

LeGuin, Charles
Jones, Robert
Anderson, Barry
Weikel, Ann
Shotola, Robert

Non-elected nominees in order by descending number of votes (to fill vacancies which may occur in 1977-78):

Cressler, David
Fried, Jacob
Lycan, D. Richard

School of Social Work

No Senate seat vacancy

Non-elected nominees in order by descending number of votes (to fill vacancies which may occur in 1977-78):

Downes, Glen
Clarkson, Quontin
Mackey, John

School of Urban Affairs

Elected to three-year term:

Tracy, Charles
Barmack, Judith

Non-elected nominees in order by descending number of votes (to fill vacancies which may occur in 1977-78):

Perlstein, Gary
Wetle, Terrie

Note: There were no DCE faculty members willing to serve on the Faculty Senate at this time, therefore they are unrepresented.
ADVISORY COUNCIL

Elected to two-year term of June 1, 1977 through May 31, 1979:

Newhall, David
Gnoza, Edmond
Scheans, Daniel

Non-elected nominees in order by descending number of votes (to fill vacancies which may occur in 1977-78):

Dart, John
Gard, Gary
Burke, Bernard

INTERINSTITUTIONAL FACULTY SENATE

Elected to the three-year term of June 1, 1977 through May 31, 1980:

Waller, Frederick

Non-elected nominee:

Gnoza, Edmond
The Research and Publication Committee has concluded that it can best serve the Portland State University by acting as a catalyst in stimulating faculty research and other scholarly activity. In the guidelines the Research and Publication Committee stated that it intends to support imaginative, well designed projects that have the potential to produce new knowledge, and, if possible, to lead to further expansion of research and other scholarly activities at our University.

1) The Committee prepared new guidelines in which it stated its purpose, and described the grant application process.

2) The Committee discussed and agreed upon a set of criteria to be used in the course of evaluation of the grant applications.

3) During the school year of 1976-77 the Committee has received 43 applications from the PSU faculty to support their scholar and research activities during the 1977-78 year. These applications represent a request for $62,000.

4) The applications have been evaluated and ranked according to agreed upon criteria by the Committee and recipients will be notified immediately after budget allocation is made.

Pavel Smejtek, Chairperson
Joan McMahon, Subcommittee I
Wendelin Mueller, Subcommittee II
Anderson, Barry  Social Science  1980
Barmack, Judith  Urban Affairs  1980
Baumgartner, Bernard  Science  1979
Becker, Charles  Health and Physical Education  1979
Bjork, Gavin  Science  1978
Blankenship, Oma  Health and Physical Education  1979
Brandt, Frederick  Business Administration  1980
Brooke, Clarke  Social Science  1979
Brown, Bruce  Science  1979
Carl, Michael  Education  1979
Cease, Ron  Social Science  1979
Chino, Frederick  Social Science  1978
Crowley, Robert  Arts and Letters  1980
Cumpston, Mary  Administration  1980
Dash, John  Science  1978
Diman, Roderic  Arts and Letters  1979
Dressler, Dawn  Science  1979
*Dreyer, Linda  Social Work  1978
Enneking, Marjorie  Arts and Letters  1979
Fisher, Claudine  Science  1978
Fiskum, Dave  Administration  1979
Gard, Gary  Science  1979
Gardner, Byron  Arts and Letters  1979
Hardt, Ulrich  Education  1979
*Henry, Mel  Social Work  1978
Hoogstraat, Emerson  Business Administration  1980
Jones, Robert  Social Science  1980
Kimball, James  Library  1980
Kinnick, Mary  Administration  1979
LeGuin, Charles  Social Science  1980
Limbaugh, Elaine  Arts and Letters  1980
Lind, John  Education  1979
Manning, William  Business Administration  1978
Markgraf, Carl  Arts and Letters  1980
*Marty, Leo  Administration  1978
Merrick, Lou  Administration  1979
Moor, Donald  Arts and Letters  1979
Moseley, Roger  Business Administration  1979
Newberry, Daniel  Library  1980
Newhall, David  Arts and Letters  1979
Oakland, Sam  Arts and Letters  1979
Peterson, Richard  Science  1979
Petery, Shirley  Education  1978
Porter, Nancy  Arts and Letters  1978
Reardon, Michael  Social Science  1979
Rodich, Grover  Business Administration  1978
Rose, Eileen  Administration  1979
Rose, Norman  Science  1979
Ryan, Rose Mary  Social Work  1979
Scheans, Daniel  Social Science  1979
*Seiser, Virginia  Library  1979
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<th>Name</th>
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<td>Westcott, Howard</td>
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<td>Wolk, Anthony</td>
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<tr>
<td>Young, Fred</td>
<td>Science</td>
<td>1979</td>
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*Interim appointee filling

1 This roster does not include a person from Arts and Letters (John Hammond, Laureen Nussbaum or Irving Polonoff) to be selected in a run-off election.
In order to expedite the election of members of the 1977-78 Committee on Committees, a member of each constituency has been designated to poll his or her group. Their names are starred below. Names of persons selected to serve on the Committee should be turned in to the Secretary, 341 Cramer Hall, by noon, Tuesday following the Senate meeting.

The present chairperson of the Committee, Eileen Rose, will contact the elected members regarding the transitional meeting from the old to the new Committee.

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<tr>
<th>ADMINISTRATION</th>
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MEMORANDUM

TO

Faculty Senate and ASPSU Senate

FROM

General Student Affairs Committee

DATE

May 10, 1977

This memorandum accompanies a revision of PSU's Student Conduct Code. The revision has been prepared by the General Student Affairs Committee in conjunction with the Dean of Students Office and James Westwood.

The principal changes in the new code are the following:

1. The code provides for an informal handling of cases where appropriate.

2. The disciplinary hearing committee for a formal hearing consists of five members: three faculty and two students.

3. The chairperson of a hearing committee will be appointed by the President from the faculty membership.

4. The chairperson of a hearing committee has access to legal counsel.

5. Membership in the faculty hearing panel has been broadened to all faculty eligible for election to the Senate.

6. Membership in the student panel has been broadened to the entire student body, including those who have not declared a major.

7. Student panel members are to be chosen by a random process.

8. Two sanctions, restitution and reprimand, have been added.

9. Disciplinary hearing committees shall conduct hearings in accordance with the contested case rules of the University.
STUDENT CONDUCT CODE

Portland State University

I. General Policy

All members of the University community are expected to act in ways which foster the University's primary functions of teaching, research and public service. In recognition of this expectation of responsible behavior on the part of its students, the University has developed educational programs and policies governing student conduct that encourage independence and maturity.

At the same time, the University has the right and the duty to protect its members from conduct which interferes with its a) primary educational responsibility of insuring the opportunity of all its members to attain their educational objectives; and b) subsidiary responsibilities of protecting the health and safety of persons in the University community, maintaining and protecting property, keeping records, providing facilities and services, and sponsoring non-classroom activities.

Students, no less than faculty and staff, are expected to observe national, state and local laws and ordinances, and to refrain from conduct proscribed in Section II of this Code. Conduct which violates society's laws and ordinances will be reported to proper authorities. Conduct which violates the provisions of this Code will be dealt with as described herein.

This Student Conduct Code applies to any student who is registered for one or more credit hours at the University or who is enrolled in any special program approved by the University.
II. Proscribed Conduct

The following actions constitute conduct for which students may be subject to disciplinary sanctions as described in Section IV of this Code:

A. Obstruction or disruption of teaching, research, administration, disciplinary procedures or other University activities, including the University's public service functions or other authorized activities on University-owned or -controlled property.

B. Obstruction or disruption which interferes with the freedom of movement, both pedestrian and vehicular, on University-owned or-controlled property.

C. Possession or use of firearms, explosives, dangerous chemicals or other dangerous weapons or instrumentalities on University-owned or-controlled property, in contravention of law or without University authorization.

D. Detention or physical abuse of any person or conduct which is intended to threaten imminent bodily harm or endanger the health of any person on any University-owned or-controlled property.

E. Malicious damage or misuse or theft of University property, or the property of any other person where such property is located on University-owned or-controlled property, or, regardless of location, is in the care, custody or control of the University.

F. Refusal by any student while on University property to comply with an order of the President of the University, or appropriate authorized official or officials, to leave such premises because of conduct proscribed by this code, when such conduct constitutes a danger to personal safety or property, or is disruptive of education or other appropriate University activity.

G. Unauthorized entry to or use of University facilities, including buildings, grounds, desks, files and equipment.
H. Illegal use, possession or distribution of drugs on University-owned or-controlled property.

I. Academic cheating, including plagiarism in any form; or knowingly providing false or misleading information to the University; or forgery, alteration or unauthorized use of University documents, records or identification.

J. Unauthorized possession of keys to University facilities, including buildings, desks, files and equipment.

K. Inciting others to engage in any of the conduct or to perform any of the acts prohibited herein. Inciting means that advocacy of proscribed conduct which calls upon the person or persons addressed for imminent action, and is coupled with a reasonable apprehension of imminent danger to the functions and purposes of the University, including the safety of its students, faculty and officials and the protection of its property.

III. Procedures

A. Allegation of Misconduct; Investigation

Any member of the University may present an allegation to the Dean of Students that a student has engaged in conduct proscribed by this Code. The Dean of Students shall investigate the allegation. If the Dean of Students does not find probable cause to believe that the allegation is well-founded, she/he shall dismiss the allegation.

B. Cases Not Requiring a Contested Case Hearing

1. If the Dean of Students finds probable cause to believe that the allegation is well-founded, but the circumstances of the case and the nature of the conduct alleged indicate that formal proceedings are not warranted, the Dean of Students may take such action as may be indicated which may result in counseling,
guidance, written or oral reprimand, or a recommendation to the President that the student be placed on disciplinary probation.

2. Having informed the student of such intended action, the Dean of Students shall inform the student in writing that he/she has a period of 14 calendar days to appeal the Dean's decision to the President. The student's appeal shall be in writing and shall cite the basis of the appeal, e.g., acts or omissions by the Dean which violate the student's rights or the offering of evidence not available at the time of the Dean's decision. The President shall consider the student's appeal and evidence obtained from the Dean; and, within a reasonable period of time, shall issue a written decision.

C. Cases Requiring a Contested Case Hearing

1. If the Dean of Students finds probable cause to believe that the allegation is well-founded; and that the circumstances of the case and the nature of the conduct alleged indicate that formal proceedings are warranted, or that the sanctions of suspension, dismissal or restitution might be imposed, the Dean of Students shall prepare a statement of charges, addressed to the student being charged and stating the following:
   a. The authorization of proceedings by this Code
   b. The matter(s) charged, with reference to the specific proscription(s) involved
   c. The student's right to a formal hearing, and a description of the procedure to be followed therein
   d. The student's option to waive a formal hearing in writing,
the time in which such a waiver may be made, and a description of the procedure to be followed if formal hearing is waived.

The Dean of Students shall direct delivery of the statement of charges to the student charged, either by hand delivery (receipted) or by certified mail (return receipt requested).

2. If the student charged does not waive a formal hearing within the time specified in the statement of charges, the Dean of Students shall refer the matter to the General Student Affairs Committee by transmitting to it five copies of the statement of charges. The General Student Affairs Committee shall thereupon appoint a hearing committee in accordance with the provisions of this Code and transmit a copy of the statement of charges to each member of the hearing committee. Upon receipt of the statement of charges, the hearing committee shall be responsible for the conduct of further proceedings in the matter.

3. Appointment of Disciplinary Hearing Board; Panels

The Disciplinary Hearing Board shall be composed of two panels appointed by the President of the University during the fall quarter of each academic year. Board members shall serve for one calendar year from the date of appointment or until their successors are appointed.

a. The first panel shall consist of twenty faculty members eligible for election to the Faculty Senate, no more than three of whom shall come from any one division. For purposes of this Code, division shall mean those units upon which representation in the Faculty Senate is based. Members of this panel shall be nominated to the President by the Advisory Council.
b. The second panel shall consist of twenty students, currently registered for a minimum of seven credits, no more than three of whom shall be majors in any one division. Members of this panel shall be chosen by a random selection process by the Computing Services Center from the full list of students registered in the quarter in which they are selected. Only those students who have indicated their willingness to serve will be appointed to this panel.

4. Appointment of Disciplinary Hearing Committee

   a. The General Student Affairs Committee shall select at random the names of three persons from the first panel and two from the second panel. These five persons shall constitute the Disciplinary Hearing Committee for a particular case. To the best of its knowledge, the General Student Affairs Committee shall select persons having minimum contact with the person(s) charged and the misconduct constituting the offense alleged. No more than two persons shall be appointed to a Disciplinary Hearing Committee from the same division.

   b. The student charged and the Dean of Students may each exercise one peremptory challenge to members of the Hearing Committee. When a hearing involving more than one student has been ordered, the students charged shall be limited to a maximum of three peremptory challenges. Vacancies on a Hearing Committee as a result of challenges shall be filled...
by the General Student Affairs Committee as soon as they occur and in the same manner as the original members were selected.

c. The Chairperson of the Disciplinary Hearing Committee shall be appointed by the President from its faculty members; shall be responsible for assuring that all subsequent actions of the Committee are in accordance with the requirements of this Code and of any applicable constitutional or statutory provisions; shall make all procedural rulings during the hearing; and shall enjoy all rights of Committee membership, including participation in the Committee's deliberations and decisions. The Hearing Committee shall be provided with counsel who shall assist the Chairperson in deciding procedural matters and other issues of law. Such counsel shall not advise the Hearing Committee on any factual determination nor participate in the Committee's deliberations at the conclusion of the hearing, except as requested by the Chairperson, and then only for the purpose of clarifying procedural and legal matters.

d. The Committee may not act unless all members are present. In the event of illness, accident or other incapacity of a member or a member's refusal to participate in a hearing, the General Student Affairs Committee may either appoint a replacement from the appropriate panel or authorize action by the remaining members. Decisions, other than evidentiary and other procedural rulings by the Chairperson of the Committee, shall be controlled by majority vote of the Committee.
5. Procedure for Formal Hearing

If the student charged does not waive a formal hearing within the time specified in the statement of charges, the Hearing Committee shall set a time and place for a formal hearing of the matter and shall proceed thereafter in accordance with the contested case rules of the University. The Hearing Committee shall act as hearing officer.

D. Procedure Where Formal Hearing Waived

If the student charged waives a formal hearing, the Dean of Students shall proceed with the case in accordance with the procedure described in Section III, Paragraph B, sub Paragraphs 1 and 2 of this Code; except that the Dean of Students may recommend to the President any of the sanctions provided in Section IV herein. To make such a recommendation, the Dean of Students must conclude, based on clear and convincing evidence (amounting to more than probable cause) that the allegation of misconduct is well-founded.

E. Rights of Student Pending Resolution of Charges

Pending resolution of the charges against her/him, a student shall be entitled to all the rights and privileges of a student in good standing; provided, that the President of the University may, after finding that a student's presence at the University constitutes a threat to the health or safety of the University community, suspend a student from the University for a period not to exceed ten days.

IV. Types of Disciplinary Sanction

A. Reprimand

This sanction may be given orally or in writing and is a warning that further conduct which violates the proscriptions of this Code may result in increasingly severe sanctions.
B. Disciplinary Probation

This sanction permits the student to remain at the University only upon condition that she/he avoid further conduct which violates the proscriptions of this Code. In appropriate cases additional conditions may be imposed when the circumstances of the student's misconduct do not warrant suspension or dismissal.

C. Suspension

This sanction suspends for a period of time not to exceed two calendar years from the date of suspension the individual's rights as a student within the University.

At the expiration of the period of suspension, the individual may resume active status as a student at the University, provided only that he/she shall comply with the established admission and registration procedures. Fees will be refunded in accordance with the refund schedule adopted by the State Board of Higher Education.

D. Dismissal

This sanction terminates, from the date of dismissal, the individual's rights as a student within the University. The individual may not be readmitted for a period of at least two calendar years; and her/his readmission at that time shall rest within the discretion of the University. Fees will be refunded in accordance with the refund schedule adopted by the State Board of Higher Education.

E. Restitution

This sanction may be imposed in connection with the other sanctions provided in this Code in cases involving damaged, stolen or misappropriated property or stolen or misappropriated money.
TO: PSU Senators

FROM: Faculty Secretary

Re: Agenda Item G6

Attached are two pages which propose three amendments to the Faculty Constitution. The amendments clarify the duties of the Graduate Council, the Academic Requirements Committee, and the Scholastic Standards Committee.

The amendments charge the Graduate Council with handling petitions and related matters concerning graduate students and programs and charge the ARC and the SSC with petitions and related matters concerning undergraduate students and programs.

The amendments—in effect—amend the Constitution to conform with the actual current practices of the committees.
Graduate Council proposal to the Senate covering revised duties of the Graduate Council:

Graduate Council. The Council shall consist of one member from each of the colleges and schools, and the Library; and one member representing those programs reporting directly to the Dean of Graduate Studies and Research. It is desirable that all appointees to the Council be selected from faculty members who are active and interested in graduate programs. The Dean of Graduate Studies and Research and the Registrar shall be permanent consultants; additional consultants may be appointed by the chairperson. The Council shall:

1) Establish and govern University policies, procedures, and regulations for graduate studies, and designate petitioning regarding graduate regulations.

2) Recommend to the Faculty Senate or to its appropriate committees and to the Dean of Graduate Studies and Research suitable policies and standards for graduate courses and programs.

3) Coordinate all graduate activities of instructional units and programs with regard to requests for changes in courses, requests for new courses and programs, and changes in existing graduate courses and for new graduate courses and programs; and submit recommendations to the Senate.

4) At its own initiative or at the request of appropriate individuals or faculty committees, review existing programs and courses with regard to quality and emphasis; consider the need for graduate course modifications and deletions; and review the credit value of graduate courses. Reports of such reviews and recommendations deriving therefrom shall be submitted to the Dean of Graduate Studies and Research, the Faculty Senate and appropriate faculty committees.

5) Act in liaison with appropriate committees.

6) Submit to the Senate an annual report at the December Senate meeting.
The Academic Requirements Committee and the Scholastic Standards Committee recommend adoption of the following amendments:

(1) Article IV, 4, 4), b) is amended to read:

Academic Requirements Committee. This committee shall:
1) Develop and recommend policies regarding the admission of entering freshmen.
2) Develop and recommend policies regarding transfer credit and requirements for baccalaureate degrees.
3) Adjudicate student petitions regarding such academic regulations as credit loads, transfer credit, and graduation requirements for all undergraduate degree programs. Adjudicate student petitions regarding initial undergraduate admissions.
4) Report to the Senate at least once each year.
5) Act, in all matters pertaining to policy, in liaison with the chairpersons of the Scholastic Standards Committee and the Curriculum Committee, and with the chairperson of the Graduate Council.

(2) Article IV, 4, 4), c) is amended to read:

Scholastic Standards Committee. This committee shall:
1) Develop and recommend academic standards with a view to maintaining the undergraduate reputation of the University.
2) Assist undergraduate students in difficulty with scholastic regulations.
3) Adjudicate undergraduate students' petitions which request the waiving of regulations on suspensions.
4) Advise the Registrar, on matters concerning transfer students or students who are seeking undergraduate readmission after having had scholastic deficiencies.
5) Report to the Senate at least once per year.
6) Act, in all matters pertaining to policy, in liaison with the chairpersons of the Academic Requirements and Curriculum Committees, and with the chairperson of the Graduate Council.
The Graduate Council wishes to submit the following to the Senate for approval:

The grade of IP (in progress) will be used when a student is progressing in an acceptable manner toward the completion of graduate research 501 or graduate thesis 503.
The Graduate Council recommends to the Senate regarding the foreign language requirement:

Knowledge of a foreign language or of other specialized disciplines such as computer science or statistics may be required by individual schools or departments as part of a doctoral program.

This is a substitute for (For the doctoral degree, the candidate must demonstrate competency in at least one foreign language.)
MEMORANDUM

TO: The Faculty Senate
FROM: Scholastic Standards Committee

The SSC recommends approval of the following motion. Also, that the statement be included in the Bulletin in the section headed: Grading System.

Motion:

A student may register for a course as an auditor, without credit. The fee for audited courses is the same as for credit courses. The instructor for the course will have the option to record a withdrawal (w) for auditing students when appropriate.

Rationale:

A significant number of students choose to audit courses. Data from Fall term, 1976 indicates that 826 students enrolled for audit. 187 enrollments were for audit only and 584 students were auditing in addition to being registered for credit in other courses.

The only reference to audit in the current Bulletin appears in the Glossary section (pg. 224):

Auditor. A student enrolling in credit courses on a non-credit basis.

Approval of the motion would clarify the audit procedure in the Bulletin.

When reporting grades at the end of each term an instructor is not given an option in the case of an audit. Whether the instructor checks audit or not on the final grade sheet audit will appear on the transcript. In some cases students have registered for audit and never attended a session of the class. Approval of the motion would allow an instructor to indicate a w for a student who has never attended class or been unable to meet audit requirements as established by the instructor.

MC: vg
May 16, 1977

TO: Faculty Senate
FROM: D. Scheana, M. Reardon

Given the approval of a change to a semester calendar by the University of Oregon Faculty earlier this month, it seems appropriate that we should look into this concept at PSU. Hence, the following resolution:

BE IT RESOLVED: That the Faculty Senate supports the concept of a change to a semester calendar for the state system and that a study of the implementation of said change be conducted with all due haste by the appropriate bodies within the system.

DJS: mkr