



1-29-1992

February 6, 1992: Agenda

University of North Dakota

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TO: Members of the Senate
FROM: Secretary of the Senate
SUBJECT: Senate Meeting on February 6, 1992
DATE: January 29, 1992

The February meeting of the University Senate will be held on Thursday, February 6, 1992, at 4:05 p.m. in room 7, Gamble Hall.

AGENDA

- 1) Announcements.
- 2) Minutes of the previous meeting and business arising from the minutes.
- 3) Question Period.

CONSENT CALENDAR:

- 4) Annual Report of the Summer Sessions Committee. George Schubert. (See attachment #1.)
- 5) Annual Report of the Academic Policies Committee. Diane Helgeson, Chair. (See attachment #2.)

Business Calendar:

- 6) Report of the Honorary Degrees Committee. Rodney Medalen, Chair.
- 7) The following recommendation from the Senate Executive Committee concerning undergraduate Academic Requirements that are jurisdiction of colleges, presented to the Senate on April 4, 1991, was referred by the Senate to Council of Deans for review. The Council of Deans approved the recommendation on October 16, 1991. This recommendation would change the jurisdictional dean from the dean of the student's college to the dean of the college in which the course is offered in items 2, 3, 5, 6, 7, and 15 of the Academic Requirements listed under the jurisdiction of Colleges approved by the University Senate on January 20, 1983. Robert Kweit. (See attachment #3.)
- 8) Resolution from Senate Executive Committee:
The University of North Dakota University Senate believes that it is totally inappropriate for a governing body such as the North Dakota Council of College Faculties to "endorse" any professional organizations, to allow representation of any such organization on its

board, or to provide an official representative to any organization's board. Robert Kweit.

- 9) Report from the Presidential Search Committee. Sara Hanhan, Chair.

*Annual Report of the
Summer Session Committee
January 1, 1991 though December 31, 1991*

1990-91 Summer Session Committee Members

Harold Wilde
Stuart Lundberg
Elizabeth Rankin
Lowell Thompson
William F. Sheridan
Bulent Uyar

1991-92 Summer Session Committee Members

Harold Wilde (on leave)
Lowell Thompson
William F. Sheridan
Norman Kulevsky
Thomas Wigger

Dates of Summer Session Committee Meetings

March 8, 1991
November 7, 1991
January 1992

Summer Session Committee Activities

During the past twelve months the Summer Session Committee has considered the following items:

1. Structure and growth of the Pre Summer Session.
2. The 1991 and 1992 Experimental Twelve-Week Summer Aviation Program.
3. Summer Session faculty salaries for the 1992 Summer Session and recommendations for increasing Summer Session salaries to 2/9 of an instructor's regular academic-year salary.
4. Travel abroad courses scheduled for the 1992 Pre Summer and Summer Session
5. The topic of Summer Session salaries was referred to the University Reallocation Committee for their consideration and recommendations.

6. A joint effort was made by Summer Sessions and Continuing Education to offer to high school students a special program called the Summer Academy. Due to lack of enrollment in the Academy the program was not offered during the 1991 Summer Session.

It is anticipated that along with the regular 1992 Pre Summer Session and eight-week Summer Session offerings, special programs will include: The High School Junior Honors Program, administered through the Honor Program; the Upward Bound Program, directed by Mr. Neil Reuter; and Travel Abroad Programs conducted by some departments on campus.

MEMORANDUM

Date: January 23, 1992
From: ^{DA} Diane Helgeson, Chair
University Academic Policy Committee
To: Lonny B. Winrich, Chair
University Senate
Subject: Annual Report 1991-1992

Academic Policy Committee met almost weekly except for official breaks since the Fall of 1991 academic year.

Committee membership consisted of faculty members Tom Wiggen (Computer Science), Mary Askim (Home Economics and Nutrition), Susan Hunter (Nursing), and Tony Grainger (Atmospheric Science). The student members are Damon Anderson, Jeff Burke, and Amy Dukart.

The committee activities since the Fall, 1991 consisted of:

- 1) Residence Credit discussion with action taken by the University Senate on December 5, 1991 (See Attachment A).
- 2) Drop Date Policy discussion and data analysis and conferences with the Assistant Registrar and others led the committee to leave the drop date as it is presently in the 10th week of the semester (See Attachment B).
- 3) University Grading System discussion regarding a proposal by a faculty member to amending the grading system. Committee decided to recommend no change in the present policy.
- 4) Use of Incomplete Grades and academic requirements of students who audit courses were discussed and no change was recommended in the present policies.
- 5) Scholastic Dishonesty is being discussed and no action has been taken at this time.
- 6) Student Load was discussed and the committee recommended no change in the present policy. (See Attachment C)
- 7) Grade Deficiency Reporting is being discussed and no action has been taken at this time.
- 8) Admission grade point, dismissal and good academic standing issues are to be discussed by the committee during the Spring 1992 semester.

DH:sj

A

ATTACHMENT

MEMO

TO: Lonny B. Winrich, Chair
University Senate Executive Committee

FROM: Diane Helgeson, Chair
Academic Policy Committee

RE: Resident Credit

DATE: November 19, 1991

On May 2, 1991, the University Senate approved definitions for the notions of institutional credit, resident centers and residence requirement. Those definitions were:

Institutional Credit: Academic credit awarded by the University.

Residence Requirement: The time required for a student, enrolled in a specific course load, to be on the university campus or a designated resident center.

Resident Center: A geographical location other than the University campus, approved by the University Senate, where the residence requirement can be fulfilled.

Three major results of this action by the senate are:

- 1) A "grandfathering agreement" (agreed to on the floor of the Senate) established the Grand Forks Air Force Base, the Minot Air Force Base, the Bismarck Graduate Center and the four Family Practice Centers as current Resident Centers.
- 2) The University Residence Requirement becomes simply the requirement that the last 30 hours for the degree be institutional credit. There are no other restrictions on the manner presently in which those credits are earned. The four institutional credit categories presently possible are correspondence, extension, on the UND campus and at a UND Resident Center.
- 3) There is no longer any valid way to distinguish credits earned through coursework taken on the UND campus from credit earned through coursework taken at a UND Resident Center.

The following changes in wording are necessary to update the current undergraduate catalog:

page 32, University Graduation Requirements, 3rd sentence:

replace

"The last 30 credits must be completed in residence at UND."

with

"The last 30 credits must be institutional credit."

page 39, Residence Requirements

replace

"A candidate for the bachelor's degree who enters with transfer credit must obtain from the University a minimum of 30 semester hours and therefore, ordinarily will be in residence two semesters, one semester and two summer sessions, or at least three summer sessions. Fifteen semester credits in the student's major and four semester credits in the minor, if a minor is declared, must be completed in residence at the University of North Dakota. Some colleges of the University may require more than 15 hours in residence in the major. The last 30 credits for the bachelor's degree ordinarily must be earned in residence at the University."

with

"A candidate for the bachelor's degree who enters with transfer credit must obtain from the University a minimum of 30 semester hours of institutional credit. Fifteen semester credits in the student's major and four semester credits in the minor, if a minor is declared, must be institutional credit. Some colleges of the University may require more than 15 hours of institutional credit in the major. The last 30 credits for the bachelor's degree ordinarily must be institutional credit."

UND colleges and departments must now determine if the University Residence Requirement is sufficient for their purposes. Some degree programs and/or academic departments may wish to add additional residence requirements above and beyond the university requirement, and they should be advised to begin formulating these requirements now in accordance with the Senate's recently defined notions. In all instances, however, the phrase "on the UND campus" should be replaced by the phrase "on the UND campus or at a UND Resident Center" when used in conjunction with residence requirements.

The Academic Policy Committee requests that a memo to this effect be distributed to departments and colleges from the Senate Executive Committee, or perhaps jointly from the executive committee and the academic policy committee.

ATTACHMENT B
DROP DATE POLICY

A meeting was held with the Assistant Registrar concerning the shortening of the time period to drop a class. The Registrar's Office no longer keeps records of those who have used the drop date, so there is no concrete data on the effectiveness of the policy (to drop a class 10 weeks after classes begin).

The Assistant Registrar felt that shortening the drop date to 5 weeks would not be helpful to the student because most classes do not give a midterm or 1st exam until 6 or 7 weeks after classes have started. Moving the drop date to one week after classes started, would enable students to add the class. However, probably not many students would drop classes because 1 week of class is not a true indicator of the nature of a course. In discussing this issue with several students who have used this policy, the majority were satisfied with having 10 weeks to determine whether or not to drop a class.

The last day to drop a class remains one of the busiest days for the Registrar's Office.

ATTACHMENT C

In the above pertaining to student drop out rates, the following data were obtained from the Registrar's office. The first data shows that on October 24th, 1991, 250 out of 264 students who were enrolled in 15 or more credits at the beginning of the semester still were with 991 out of 1152 (86%) students enrolled between 15 and 20 credits still were. This information was obtained prior to the drop date. At the end of the first semester another survey was obtained and it showed that out of the 264 original students with 15 credits or more finished with that many for 25%. Only 20% of the original 264 students who took between 15 and 20 credits finished with that many for a 65%. With the drop out rate from 25% still at this time in October the next dropped out rate in the semester for 15 or more credits for another student to be able to do that survey. The 15% of students registered signed up for more than 15 credits and it would make registering too big a number for the survey since the credit limit was reduced. For this reason we feel that the student load limit would stay about 15 credits.

Attachment 3

UNDERGRADUATE ACADEMIC REQUIREMENTS THAT ARE
JURISDICTION OF COLLEGES

Approved Oct. 16, 1991 by Council of Deans

1. Graduate without being enrolled (dean 1)
2. Extension of time to remove an incomplete (instructor, department chair, and dean 2)
3. Special and validating examinations and re-examinations (instructor, department chair, and dean 2)
4. Graduate from one college while enrolled in another (both deans)
5. Add a course late during a term (instructor, adviser, and dean 2)
6. Take or give examinations at times other than those specified (department chair and dean 2)
7. Repeat a course with grade of C or better and have the last grade only counted in averages (adviser, department chair, and dean 2)
8. Take correspondence course in major while enrolled (adviser, department chair, and dean 1)
9. Take non-major correspondence course while enrolled (dean 1)
10. Complete a major with fewer than 15 hours in the major done in residence (chair of major department and dean 1)
11. Complete a minor with fewer than 4 hours in the minor done in residence (chair of minor department and dean 2)
12. Graduate with fewer than 30 of the last credits for a first baccalaureate degree done in residence, or fewer than the last 15 for a second or subsequent degree (dean 1)
13. Be enrolled for more than 21 credit hours in a regular semester, or for more than 10 in a summer session (adviser and dean 1)
14. Graduate with fewer than 36 upper level credit hours (adviser and dean 1).
15. Have a similar, but differently named, course constitute a repeat of a previous course (chair of department offering course and dean 2)
16. Change a grade misrecorded in a course (instructor and dean 2)

- Notes:
- A. Dean 1 = dean of the student's college/program
Dean 2 = dean of the college offering the course(s)
 - B. Appeals of decisions in these 16 matters shall be acted on by the appropriately established review and appeal committee in the respective colleges; the same committee shall resolve cases of divided decisions.
 - C. Items 1-3 were assigned to the jurisdiction of the dean by the Council on March 1, 1962 and items 4-7 were assigned later by the Council or Senate. Items 8-16 are additional assignments approved on Oct. 16, 1991.