PROPOSED PRE-FINAL EXAMINATION WEEK POLICY

"It shall be the policy of the University that no major examinations or major assignments be given during the week immediately preceding the week of final examinations. Exceptions to this policy shall be approved by the Department Chairman and shown in the course syllabus distributed at the beginning of the semester."

PROPOSED CLARIFICATION OF POLICY REGARDING G.P.A. FOR STUDENTS WHO HAVE ATTEMPTED 96 OR MORE HOURS, PAGE 68, CURRENT CATALOG

The proposed change in wording is:

"A student who has attempted 96 or more hours in a baccalaureate degree program with a grade-point average below 2.0 but not below 1.8 will be allowed to attempt a maximum of 32 additional hours to bring his average up to 2.0."

Following discussion, President Powell recommended approval of the Council on Academic Affairs report. Motion was made by Mr. Stratton, seconded by Mr. Yeiser that the report of the Council be formally approved. A voice vote showed all voting aye.

Transfer of Department of Mass Communications

President Powell recommended approval of a proposal developed by the Planning Council concerning transfer of the Department of Mass Communication from the College of Arts and Sciences to the College of Applied Arts and Technology, effective July 1, 1978. Motion was made by Mr. Gentry, seconded by Mr. Combs, that this transfer be effected as proposed. Unanimous approval was given on a voice vote.

Proposed Revision of Faculty Handbook Tenure Statement, Page 22

President Powell presented a proposal which was approved by the Faculty Senate at its meeting on April 17, 1978, to revise the Faculty Handbook Tenure Statement as contained on page 22 to read as follows:

"Attainment of tenure status by a faculty or staff member shall remain in effect until age 65, or unless just cause shall be shown for terminating such status. After age 65, based on evaluations by appropriate university officials, an annual contract may be tendered to the employee. The mandatory retirement age is 70."

Dr. Powell explained that this revision will reestablish the University policy concerning members of the faculty over age 65 which had been in effect until year before last. At that time, policy was adopted which looked forward to mandatory retirement of individuals at age 65. Recent federal legislation in this area indicates that we should continue the previous policy rather than instituting the new policy. He stated that Eastern will have until 1981 to study this policy in light of federal legislation to see if it is in keeping with new federal statutes regarding mandatory retirement. He recommended formal approval of the Board of Regents.
the Chronicle article. Mr. Laird asked what state employees are covered by Social Security. Mr. Ellis and others replied that State Department of Education employees and employees of public institutions of higher education are covered by Social Security. Mr. Wise requested to know the implications if we withdraw from Social Security. The reply stated that there would be a two year period for withdrawal and five years of full coverage following withdrawal. Mr. Culross noted that Mr. Ellis and his committee had prepared an extensive report for this meeting; however, the decision was made to withhold the report so that more definitive information may be provided to the Senate at the next meeting. Upon motion by Mr. Sexton and second by Mr. Myers, the report of the Committee was approved.

**Request from the University Committee on Professional Growth and Faculty Welfare**

Chairman Culross, speaking for Committee Chairman Gilliland, asked all faculty members to consider recommended changes to the present insurance program and to forward these recommendations to Mr. Gilliland, Department of Industrial Education & Technology.

**Announcement of the Ad Hoc Committee on Student Evaluation of Faculty**

Chairman Culross, speaking for Mr. Frank Williams, reminded Senators that a Faculty Colloquium would be held Monday evening, March 6. All members were urged to attend.

**New Business**

**Report of the Council on Academic Affairs**

Chairman Culross recognized Mr. Rowlett who moved adoption with a proviso of the Proposed Option — M.A. in Education; Emphasis Special Education, Option in Communication Disorders.* The proviso deleted three courses: SED 665, SED 666, and SED 667. Mr. Blanchard provided a second to this motion. Chairman Culross announced that Mr. Doak and Mr. Wingo of the College of Education were available in the room to answer any questions regarding the proposed option. Mr. Wise asked for an explanation of the deletion of the three courses in the proposed option. Mr. Rowlett responded that the three courses were deleted by the Dean of the College of Education because they will not be offered in the immediate future. Mr. Batch asked if the new faculty member would be able to teach these new courses. He was informed that the new faculty member would be teaching other courses, including those other new courses being considered by the Senate at this time. Mr. Sexton asked if the deleted courses will be needed in the near future. Mr. Wingo replied that it is possible that these courses will be needed at a much later date. Mr. W. Jones asked if the proposed electives could be taken outside the College of Education and was informed that the electives could be taken outside the College. There being no further questions, the Senate unanimously approved the proposed option.

Mr. Rowlett next moved adoption of the proposed "Dead Week" policy* as listed in the Agenda to the Faculty Senate Meeting of March 6, 1978. Following a second to the motion by Mr. Ogden, Mr. Rowlett provided background information for the Senators consideration.

*A copy of these materials was distributed to Senators and Department Chairpersons. These materials also are filed with the Official Minutes of this meeting.
Mr. Wise asked if graduate classes would be affected by the proposed policy. Mr. Rowlett responded that the policy would not be limited to any particular level.

Mr. Griffith spoke against the adoption of the proposed policy. He felt that it would not be in the best interest of accounting students and considered it to be an infringement upon academic freedom. In his comments Mr. Griffith cited portions of the Minutes of the Council on Academic Affairs from its meeting on November 4, 1969. At that time, the Council recommended that faculty follow "Dead Week" policy. Mr. Rowlett responded that a recommendation by the Council cannot be considered policy and, therefore, the policy status of a "Dead Week" must be resolved. Mr. Rowlett also noted that the proposed policy on the "Dead Week" included provisions for exceptions that would accommodate the needs of the Department of Accounting.

Mr. Taylor asked Mr. Rowlett to comment on the scope of this problem. Mr. Rowlett stated that he had received several complaints from students each semester and felt that this was indicative of the concerns of many students.

Mr. W. Jones asked if a separate policy was needed to address the period of final examinations. Again Mr. Rowlett responded by stating that we have had a final exam week as part of the instructional calendar for more than 27 years. Mr. W. Jones then commented in favor of the proposed policy because it appeared fair to students, and enhanced the academic freedom of faculty. He considered the situation of no policy to be an infringement upon the faculty as well as the students.

Mr. Laird stated that he had tried to follow this policy since his arrival at Eastern, but that he had made exceptions on several occasions. He suspected that a permanent exception would have to be made by the Departments of Chemistry and Physics. Mr. Rowlett again noted that the proposed policy would permit exceptions.

Mr. Thompson moved to amend the proposed policy to delete the phrase "...and dean of the college..." in the second sentence of the policy paragraph. Mr. Blanchard seconded the amendment. Mr. Thompson spoke to the objective of his proposed amendment. He felt the proposal should not be perceived as a threat of academic freedom, was not intended to be a threat of academic freedom, and the amended motion should reduce this perception. Following a call for the question on the amendment to the motion, the Senate approved its passage, 28 in favor, 12 opposed.

Mr. Myers called for the question on the amended motion. The question was seconded and approved by the Senate. The amended motion was then approved by the Senate with 33 Senators voting in favor and 10 Senators opposed.

Mr. Blanchard requested to know the procedures to be used to amend the "Dead Week" policy. Mr. Rowlett responded that an individual faculty member could forward a proposed amendment directly to the Council on Academic Affairs.

Mr. Nixon moved that the name "Dead Week" be changed to "Pre-Final Exam Week." Mr. Sexton seconded the motion and the Senate approved.
Policy for the "Pre-Final Exam Week" as approved by the Faculty Senate is:

"It shall be the policy of the University that no major examination or major assignment be given during the week immediately preceding the week of final examinations. Exceptions to this policy shall be approved by the Department Chairman and shown in the course syllabus distributed to students at the beginning of the semester."

Proposed Senate Resolution requesting travel funds for faculty members on Sabbatical Leave*

Mr. Blanchard moved approval of the Proposed Resolution and Mr. Laird seconded the motion. Mr. Ogden asked if the proposal included summer sabbatical. Mr. Blanchard replied that it would be satisfactory to include this in the proposal. Mr. Lewis asked if faculty members hired as one semester replacements for those on sabbatical leaves would be permitted to utilize available travel funds. Mr. Blanchard replied in the affirmative if monies are available.

Mr. Batch asked if a departmental budget cut occurs when a faculty member goes on leave. Mr. Rowlett responded that if there is no replacement for him, it is cut; if there is a replacement for him, it is not cut.

A Senator suggested to Mr. Blanchard that the motion include a consideration of other departmental resources in addition to travel monies. Mr. Blanchard and Mr. Laird concurred. Following other discussion of the proposed Resolution, the Senators voted to approve the Resolution, 21 in favor, 13 opposed. A statement of the Resolution as approved by the Faculty Senate follows:

"The Faculty Senate recommends to the President of the University that the following policy be established: Faculty members who are on sabbatical leaves are entitled to consideration for departmental resources including travel money equal to that consideration given to full-time faculty members not on sabbatical leave."

Proposed Senate Resolution for the compilation and codification of University policy

Mr. Burkhart moved adoption by the Senate of the Resolution requesting that the Executive Committee undertake a compilation and codification of University policies not printed in the present Faculty/Staff Handbook. Following a second to the motion, Mr. Rowlett asked if this included both academic and non-academic policies. Mr. Burkhart replied in the affirmative. Mr. Ogden asked if this would be a supplement to the Handbook. Mr. Burkhart replied in the affirmative and stated that the material would be used to update the next edition of the University Handbook for Faculty and Staff. The Senate then unanimously approved the Resolution.

Other New Business

Mr. Blanchard asked for a statement of the policy on the number of final examinations which can be given to a student during any one day of the final exam week. Mr. Rowlett stated that the policy of the University is that no student will be expected to take more than three (3) examinations during any one day.

*A copy of these materials was distributed to Senators and Department Chairpersons. These materials also are filed with the Official Minutes of this meeting.
AGENDA

FACULTY SENATE MEETING

MARCH 6, 1978

3:30 P. M., COMBS 318

CALL TO ORDER*

MINUTES OF THE MEETING OF FEBRUARY 6, 1978

OLD BUSINESS

Interim Report of the Executive Committee's Ad Hoc Subcommittee on Social Security (Reference: Minutes of the Faculty Senate, December 5, 1977, p. 3)

NEW BUSINESS

1. Report of the Council on Academic Affairs

   a. Proposed Option--M.A. in Education: Emphasis Special Education. Proposed Option in Communication Disorders

   b. Proposed "Dead Week" Policy:
      It shall be the policy of the university that no major examination or major assignment will be given during the week immediately preceding the week of final examinations. Exceptions to this policy should be approved by the department chairman and dean of the college and shown in the course syllabus distributed to students at the beginning of the semester.

2. Proposed Senate Resolution by Mr. Blanchard, requesting that travel funds be made available to faculty while they are on sabbatical leave.

3. Proposed Senate Resolution, requesting that the Executive Committee undertake a compilation and codification of University policies not printed in the present Faculty/Staff Handbook.

ADJOURNMENT

*President Powell has indicated that he will address the Senate immediately following the Call to Order.

The materials related to agenda items may be obtained from a Senator or from your department chairperson.