

FACULTY SENATE AGENDA

There will be a meeting of the Faculty Senate on Tuesday, May 15, 1973, at 3:00 P.M. in Room 101, Nursing Building.

AGENDA

1. Call to Order
2. Approval of the Minutes
3. Special Order of the Day
4. Unfinished Business
 - A. Suggested changes in class regulations. (See Agenda of 4/17/73)
 - B. Admission Committee (See Agenda of 4/17/73)
5. Report of Committees
 - A. Committee on Committees (Attachment)
 - B. Curriculum Committee (Attachment)
 1. Revision of BFA to 185 hours, BA Drama & Speech 185 hours, BA Drama 180 hours, changes in Drama and Drama and Speech minors. See University Curriculum Committee minutes of 4/12/73.
 2. Occupational Therapy: deleted HPRO 100, 305 and Biology as degree cognates; added 5 hours of clinical affiliation. This reduced the degree requirements from 207 to 202 hours. See University Curriculum minutes of 4/26/73.
 3. Physical Therapy: reduction of hours from 194 to 192. See University Curriculum minutes of 4/26/73.
 4. Revision of Business Education programs. See University Curriculum minutes of 4/26/73 and attachment to agenda.
 5. Proposed BS degree in Driver and Traffic Safety Education. See University Curriculum minutes of 4/26/73.
 6. Revision of BA major and minor in Geography. See University Curriculum minutes of 4/26/73.
 7. Report on committee functioning. See attachment.
 - C. Teacher Education Committee (Attachment)
 - D. Student Scholarship, Fellowship, and Financial Aid Committee
 - E. Career Education Committee (Attachment)
 - F. Recruitment Committee (Attachment)
6. New Business
 - A. Deduction of quality points for student absence at Departmental meetings.
 - B. Resolution concerning the "Employment of Related Persons". (Attachment)

Upon recommendation of the Calendar Committee, the Committee on Committees recommends to the Faculty Senate two changes in the charge for that committee.

Current statement in Faculty Manual.

"The Calendar Committee decides (1) on the number of days the University shall be in session during the regular terms and on the beginning and closing dates; and (2) on the number of days and the beginning and closing dates for each quarter and summer session term.

Proposed change.

"The Calendar Committee decides on (1) the number of days the University shall be in session during the regular terms and on the beginning and closing dates; (2) on the number of days and the beginning and closing dates for each quarter and summer session term; (3) on the scheduling of examination periods; and (4) on the scheduling of holidays and vacations.

In an effort to clarify the situation as it currently exists, the Committee on Committees recommends that the wording for Quorum of the University Academic Committees (p. 8-11, Faculty Manual) be changed to read:

Quorum: (appropriate number) faculty members exclusive of ex-officio.

ANNUAL REPORT OF THE COMMITTEE ON COMMITTEES

I. Date: May 1, 1973

To: Robert Woodside, Chairman
Faculty Senate

From: James McDaniel, Chairman
Committee on Committees

II. Members of the Committee

James McDaniel, Chairman
R. B. Keusch
Ray Martinez
Evelyn Perry
Tinsley Yarbrough

Henry Ferrell, ex-officio
Robert Woodside, ex-officio

III. Meetings of the Committee

September 14, 21, 28, 1972
October 5, 12, 19, 26, 1972
November 30, 1972
December 7, 1972
January 18, 25, 1973
February 8, 15, 1973
April 9, 16, 30, 1973

IV. Reports to Faculty Senate during the school year

No interim report was made this year.

V. Questions discussed by the Committee during the year

Discussion was held concerning the advisability of establishing a standing committee to serve the needs of the General College. A questionnaire was sent to deans, departmental chairmen, and a sample of advisers. No policy or recommendation had been formulated by May 1. Discussion is continuing. and next year's committee should invite the statistician to its first meeting to explain the recommendations of this year's committee.

Other questions discussed under Section VI.

VI. Policy recommendations made by the Committee

1. a. Restructure and absorption of the Vocational Education Committee by a new committee--the Career Education Committee; policies, charge and membership were included in the recommendation.
b. Drop "Career" from the name of Teacher Education and Career Committee.

Approved by the Faculty Senate

2. Restructure of the Ad Hoc Faculty Evaluation Committee into a standing committee of the Faculty Senate to be named the Instructional Survey Committee; policies, charge and membership were included in the recommendation.

Approved by the Faculty Senate

3. Establishment of an Ad Hoc Screening Committee for Codes of Operation. Policies, charge and membership will expire upon initial establishment of codes of operation for all units. Thereafter the survey of codes of operation will be handled by the standing committee on governance.

Approved by the Faculty Senate

4. The Committee on Committees recommended to the Faculty Senate the following statement:

Operations of University Academic Committees and
Standing Committees of the Faculty Senate

1. Membership

The official list of committee membership shall be distributed by the Vice Chancellor and Dean to every faculty member in September of each year.

The first person on each list shall schedule the initial organizational meeting--for the purpose of electing officers--within two weeks of receipt of the official list.

2. Officers

Officers of each committee are elected from the membership of the committee, excluding ex-officio members, for a term of one year. Previous service as a committee officer shall not prejudice a member's election to any committee office. Under normal circumstances each committee shall have a chairman, a vice chairman, and a secretary.

Interim elections may be held to fill an office that has become vacant or to replace an officer that 2/3 of the full committee membership deems is not fulfilling the obligations of the office.

3. Operations

The charge of each university academic committee will be found in the current Faculty Manual and the charge of each standing committee of the Faculty Senate will be found in the Senate constitution or bylaws.

Each committee shall operate according to the latest version of Robert's Rules of Order.

Minutes of each committee shall be sent to the Vice Chancellor and Dean, Chairman of the Faculty, Faculty Senate office, Chairman of Committee on Committees, and members of the committee.

A file of each committee's activities, minutes and other records shall be maintained in the Faculty Senate office.

A committee annual report shall be composed according to the official form and distributed to all general faculty before the last regular meeting of the Senate.

Committees shall report interim activities to the Senate at a time scheduled by the Senate.

Approved by the Faculty Senate

5. Establishment of a standing committee of the Faculty Senate that shall be responsible for advising the Senate on constitutional and governance questions--Committee on Faculty Governance. The structure and charge of the committee were included in the recommendation.

Approved by the Faculty Senate

6. Nominations for membership of the standing Senate committees were submitted for action at the May Senate meeting. These committees are:

Admissions Committee - no expiring memberships
Calendar Committee - one expiring membership
Continuing Education Committee - one expiring membership
Credits Committee - no expiring membership
Curriculum Committee - one expiring membership
Faculty Affairs Committee - two expiring memberships
Faculty Welfare Committee - one expiring membership
Library Committee - two expiring memberships
Student Guidance Committee - one expiring membership
Student Scholarship Committee - one expiring membership
Teacher Education Committee - one expiring membership
Career Education Committee - three expiring memberships
Instructional Survey Committee - four expiring memberships
Faculty Governance Committee - new appointments as follows:
 one year terms - two
 two year terms - two
 three year terms - three

Action by the Faculty Senate is pending

- VII. Responses to the Committee's recommendations by the appropriate agencies

The responses are included in Section VI of this report.

- VIII. Committee evaluation of:

- a. Its structure:

The structure of this committee is satisfactory

- b. Its duties:

The duties of this committee are clear and understood.

- c. Its function:

The committee functioned exceptionally well.

- d. Its personnel:

The personnel of this committee were exceptionally conscientious.

MEMORANDUM

TO: The Faculty Senate
FROM: The University Curriculum Committee
DATE: May 1, 1973

At its meeting on April 26, 1973, the University Curriculum Committee voted to send to the Senate the following statement:

That the Senate be informed that due to the complexity of certain proposals, enough time should be allotted to research these proposals. Too often departments submit proposals hoping that immediate action and implementation will occur. These departments should be forewarned that the Committee has a great volume of work and that time must be spent in reading, reviewing, and answering questions before action can be taken.

BACHELOR OF SCIENCE IN BUSINESS EDUCATION (B.S.B.E.)

For Comprehensive, Basic, and Distributive Education Teaching Certificate and Office Administration (Non-teaching) (190 q.h.)

General education requirements (see 6. The General College:
REQUIREMENTS FOR BACCALAUREATE DEGREE PROGRAMS) 66 q.h.

Cognate requirements 40 q.h.

*Psychology 50, 51; *History (40, 41 recommended); *Literature (English recommended, 3 q.h.); *Speech 119 or 180 or 217; *Art 217 or Music 120; *Humanities and Fine Arts electives (7 q.h.); *Social Science elective (4 q.h.); *Mathematics 65

*Also may meet general education and certification requirements.

Prerequisite requirements for courses in School of Business:
Psychology 101 5 q.h.

Professional requirements 39 q.h.

Education 318, 324, 325; Business Education 323md, 323me, 323mf (2 or 3), 330; Psychology 240, 305

BUSINESS EDUCATION REQUIREMENTS INCLUDING COURSES REQUIRED IN THE SCHOOL OF BUSINESS

Comprehensive Teaching Certificate

Business Education: six hours from 2, 3, 104, 204; 112, 115, 116, 120, 200, 214, 215, 219, 225, 228, 312 45 q.h.

Economics: 111, 112, 272 9 q.h.

Accounting: 122, 140, 141, 252 12 q.h.

Business Administration 10, 224 6 q.h.

Free electives 8 q.h.

For those who wish to qualify as Vocational Office Education Coordinators, the following courses are required:

Industrial and Technical Education 108 (3)

Business Education 267 (3)

Industrial and Technical Education 305 (3)

Work experience requirement: Business Education 290a,b (6) or acceptable documented work experience in an office area.

Basic Business Teaching Certificate

Business Education: Six hours from 2, 3, 104, 204; 112, 200, 219, 225, 228, 301, 302	35 q.h.
Economics: 111, 112, 272	9 q.h.
Accounting: 122, 140, 141, 252, 253, 255	18 q.h.
Business Administration: 10, 224	6 q.h.
Free electives	12 q.h.

Distributive Education Teaching Certificate

Business Education: 200, 219, 228, 267, 301, 302	24 q.h.
Economics: 111, 112	6 q.h.
Business Administration: 10, 224	6 q.h.
Electives in Major Area:	24 q.h.
Free electives	23 q.h.

Distributive Education students are required to meet a work experience requirement: BUED 290a,b (6) or acceptable documented work experience in a distributive occupation.

Distributive Education and Basic Business Teaching Certificate

Business Education: Six hours from 1, 2, 3, 104, 204; 112, 200, 219, 228, 267, 301, 302	33 q.h.
Accounting: 122, 140, 141, 252	12 q.h.
Economics: 111, 112, 272	9 q.h.
Business Administration: 10, 224	6 q.h.
Electives in Major Area:	22 q.h.
Free electives	8 q.h.

Distributive Education students are required to meet a work experience requirement: BUED 290a,b (6) or acceptable documented work experience in a distributive occupation.

Office Administration (Non-teaching)

Business Education: Six hours from 2, 3, 104, 204; 112, 115, 116, 120, 200, 214, 215, 219, 225, 228, 312	45 q.h.
Accounting: 122, 140, 141, 252, 3-hour elective	15 q.h.
Economics: 111, 112, 324, 330, 386	19 q.h.
Psychology: 241, 3 hours from 221, 242, or 275	6 q.h.
Journalism: 115	3 q.h.
Electives in Major Area:	9 q.h.
Free electives	27 q.h.