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Faculty Senate Minutes 1980 - 1981

Missouri University of Science and Technology Faculty Senate

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COLLEGE OF ARTS & SCIENCES

Chemistry & Life Science

Russell, Robert R.
Siehr, Donald J.

Computer Science

Baird, Thomas B.

Humanities

Geonetta, Sam C.
Pearson, Lon
Smith, Carol Ann

Mathematics

Pursell, Lyle E.
Stanojevic, Caslav V.
Wright, F. Tim

Military Science

Butler, Fred

Physical Education

Caruso, Annette C.

Physics

Bell, Robert J.
Pauls, Franklin B.
Sparlin, Don M.

Social Science

Christensen, Lawrence
Haemmerlie, Frances M. (Dee)
Mauk, James A.

SCHOOL OF MINES & METALLURGY

Ceramic Engineering

Lewis, Gordon

Geological Engineering

Elifritz, C. Dale

Geology & Geophysics

Grant, Sheldon K.

Metallurgical & Nuclear Engineering

Tsoufanidis, Nicholas
Wolf, Robert V.

Mining Engineering

Haas, Charles J.

Petroleum Engineering

Harvey, A. Herbert

UNDERGRADUATE STUDENT REPRESENTATIVES
(NON-VOTING)

Angert, Karen Sue
Frederick, Gerald
Hubert, Bonnie
Mills, Laura

SCHOOL OF ENGINEERING

Chemical Engineering

Patterson, Gary K.

Civil Engineering

Emanuel, Jack H.
Muir, Clifford D.
TerKonda, Purush K.

Electrical Engineering

Fannin, D. Ronald
Stigall, Paul D.
Tranter, William H.

Engineering Management

Brooks, William A.
Metzner, Henry E.

Engineering Mechanics

Avula, Xavier J. R.
Schaefer, Rodney A.

Mechanical & Aerospace Engineering

Culp, Archie W.
Sauer, Harry J.
Schowalter, Ralph E.

EX-OFFICIO MEMBERS (VOTING)

Marchello, Joseph M., Chancellor
Fort, Jr., Tomlinson, Provost
Barker, Marvin W., Dean of Arts &
Sciences
Daane, Adrian, Dean of Graduate Study
Davis, Robert L., Dean of Engineering
Lorey, G. Edwin, Dean of Continuing
Education & Public Service
Spokes, Ernest M., Acting Dean of
Mines & Metallurgy
Robertson, B. Ken, Dean of Students

EX-OFFICIO MEMBERS (NON-VOTING)

Bohley, Ronald, Librarian
Plummer, Otho R., Acting Director of
the Computer Center
Ponder, Paul E., Registrar
Wollard, Joseph D., Executive Director
of Administrative Services

GRADUATE STUDENT REPRESENTATIVE (NON-VOTING)

Brook, Howard L.



UNIVERSITY OF MISSOURI-ROLLA

Office of the Registrar

103 Parker Hall
Rolla, Missouri 65401
Telephone (314) 341-4111

September 10, 1980

MEMORANDUM TO: UMR General Faculty

At the beginning of the fall semester the Secretary of the General Faculty is required by the By Laws to provide the UMR faculty members with a listing of the officers of the General Faculty, the officers and membership roster of the Academic Council, and all standing committees established by the By Laws. Attached are the rosters of the UMR Standing, Administrative and Special Committees for the 1980-81 academic year.

Listed below are the officers of the General Faculty for '80-'81; also dates on which the General Faculty will meet.

Joseph M. Marchello, Chancellor - Chairman
Paul D. Stigall - Vice Chairman
Paul E. Ponder - Secretary
Carol Ann Smith - Parliamentarian

September 2, 1980
December 2, 1980
April 21, 1981

Listed below are the officers of the Academic Council for '80-'81; also dates on which the Academic Council will meet.

Paul D. Stigall - Chairman
Robert V. Wolf - Chairman Elect
Nicholas Tsoulfanidis - Secretary
Carol Ann Smith - Parliamentarian

August 28, 1980	February 19, 1981
September 25, 1980	March 19, 1981
October 23, 1980	April 16, 1981
November 20, 1980	May 7, 1981
January 22, 1981	June 18, 1981

Respectfully submitted,

Paul E. Ponder
Secretary of the General Faculty

PEP/dp

attachments

ACADEMIC COUNCIL MEETINGS

(1:30 p.m. in 227, Fulton Hall)

August 28, 1980	February 19, 1981
September 25, 1980	March 19, 1981
October 23, 1980	April 16, 1981
November 20, 1980	May 7, 1981
January 22, 1981	June 18, 1981

AGENDA DEADLINES (1:30 p.m.)

August 12, 1980	February 3, 1981
September 9, 1980	March 3, 1981
October 7, 1980	March 31, 1981
November 4, 1980	April 21, 1981
January 6, 1981	June 2, 1981

- - - - -

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(4:00 p.m. in the Aaron Jefferson Miles Auditorium)

September 2, 1980	May 5, 1981
December 2, 1980	

AGENDA DEADLINES (1:30 p.m.)

August 19, 1980	April 21, 1981
November 18, 1980	

- - - - -

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August 12, 14 & 19, 1980	February 3 & 5, 1981
September 9 & 11, 1980	March 3, 5 & 31, 1981
October 7 & 9, 1980	April 2, 21 & 23, 1981
November 4, 6 & 18, 1980	June 2 & 4, 1981
January 6 & 8, 1981	

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CONSTITUTION OF THE HONG KONG CLUB OF THE
UNIVERSITY OF MISSOURI-ROLLA

ARTICLE I - NAME

The organization shall be known as the "HONG KONG CLUB OF THE UNIVERSITY OF MISSOURI-ROLLA".

ARTICLE II - OBJECTIVES AND AIMS

The objectives of this organization are to coordinate the activities of the Hong Kong students, to foster friendship among its members, and to promote social and cultural exchange with other members of the University and community.

ARTICLE III - MEMBERSHIP

Section 1. There shall be three(3) different kinds of members:

- a) Regular members -- All students of the University are eligible for regular membership if they embrace the objectives of this organization.
- b) Associate members -- Spouses of students, who are not students of the University, shall join as associate members.
- c) Honorary members -- All staff and faculty members of the University are welcomed to join as honorary members. Membership dues are not required.

Section 2. Regular and associate memberships are effective upon payment of membership dues. Regular and associate memberships must be renewed semi-annually and membership dues shall be collected during the first meeting of the club at the beginning of each semester.

Section 3. The membership dues, and any change thereof, shall be determined by a majority vote during the first meeting. The new membership dues shall be effective immediately after being approved. Anyone wishing to become a member of the organization thereafter shall be charged the new membership dues.

Section 4. One or more faculty member(s), whose consent is(are) to be solicited by the Officer Board of the organization, shall be the faculty advisor(s) of the organization for the term of one semester.

Section 5. Regular membership and the corresponding associate membership shall be automatically terminated when one is no longer enrolled as a student at the University. Honorary membership shall also be automatically terminated when one is no longer a staff or faculty member of the University.

ARTICLE IV -- OFFICERS

- Section 1. The Officer Board shall consist of the President, Vice-President, Secretary, and Treasurer. The term of office shall be one semester.
- Section 2. Officers must be regular members from Hong Kong, nominated for the office by another member, and elected by a plurality of the votes at the last meeting of the semester.
- Section 3. The duties of the President shall be to preside at all meetings, to call any special meetings, and to organize activities in accordance with the objectives of the organization. The Vice-President shall assist the President in the above functions. In the event that the President is absent from any meeting, or cannot carry out his/her duties for any reason, the Vice-President shall assume the duties of the President. The Secretary shall keep minutes of the meetings and records of the activities. The Treasurer shall be in charge of the finance of the organization.
- Section 4. Both the President and the Treasurer shall sign all checks belonging to the account of the organisation.
- Section 5. The Treasurer and the President can sign checks to release money from the account of the organization to pay for the expense of announced activities related to this organization. When the expenses involve the anticipated participation of more than half of the members and the amount is no more than "X" dollars, it is not necessary to obtain the prior approval of the members. If the amount involved is more than "X" dollars, it should be approved by a majority of the regular members. This amount of "X" dollars is to be determined during the first regular meeting by a majority vote.
- Section 6. The office of the President left vacant during the middle of the term of office shall be filled by the Vice-President. The office of the Vice-President, Secretary, and Treasurer left vacant during the middle of a term of office shall be filled by appointment by the President, with a majority vote of regular members.

ARTICLE V-MEETING

- Section 1. The organization shall hold a Monthly Meeting while the University is in session except during the summer vacation.
- Section 2. Special meetings may be called any time by the President after proper notification to members of the organization. Special meetings may also be called by a collection of signatures of more than one third of the members of the organization.

- Section 3. A quorum shall consist of a minimum of 50% of the regular members.
- Section 4. Motions must be seconded by another regular member before discussion.
- Section 5. Only regular members have voting rights on any issue at any meeting. All issues are to be determined by a simple majority vote, i.e. more than 50% of the votes.
- Section 6. There shall be a second vote if the first vote results in a 50-50 tie. The President can add an extra ballot before the second vote is counted to determine the issue being voted upon. However, if the second vote, excluding this extra ballot, does not result in a second tie, this extra ballot will not be counted.
- Section 7. Absentee votes are acceptable only if the issues to be voted upon are properly stated on the ballot with the signature of the absent voter. Absentee votes must be delivered to the President prior to the beginning of the voting process.

ARTICLE VI - CONSTITUTION

This constitution shall be operative upon approval by the Student Affairs Committee and the Academic Council. Amendments and by-laws may be made by voting in any meeting subject to the approval of the Student Affairs Committee and the Academic Council.

Richard H. Kerr

Associate Professor of Mathematics

Vita:

Professor Richard H. Kerr was born in Ash Grove, Missouri, January 12, 1907, and attended public schools there. In 1929 he graduated from Southwest Missouri State Technical College (now known as Southwest Missouri State University).

His early experiences included radio and refrigeration servicing both in a self-employed capacity and as manager of a service store.

The experience he gained in this work, enhanced by his singular capacity of observation, furnished him with a reservoir of tales about characters he had encountered at Ash Grove and elsewhere. The recounting of these tales lent a color to his conversations which enlivened their interest and enhanced one's knowledge of the teller and the environment which produced his unique character.

Professional Interests and Activities:

Professor Kerr was active in the American Society of Engineering Education, the Mathematical Association of America and in two honor societies, Sigma Pi Sigma, and Sigma Xi. One of the activities which related to his several interests was the Science Fair sponsored by the University which attracted high school students to our campus and through which he became well acquainted with many teachers in the secondary schools in our area.

Academic Service:

Professor Kerr's academic experience began during World War II when he served as an instructor in the United States Army Signal Corps Schools from October, 1942, to September, 1946. This experience

served him well as background for his teaching at the Missouri School of Mines and Metallurgy as the University was known at the time of his arrival. Professor Kerr was appointed Instructor of Mathematics at the University in September of 1946 and rose to the rank of Associate Professor. As soon as Professor Kerr arrived on campus he began to pursue graduate study and since there was no advanced degree in mathematics offered here at that time, he elected to study in the field of physics under the direction of Dr. Louis Lund. He completed his Master of Science degree in Physics in 1950.

Professor Kerr was an invaluable asset to the Mathematics Department as witness his teaching assignments which progressed from College Algebra through junior-senior level courses during his tenure at the University. This was a period of rapid change in the mission of the University and necessitated adaptability to many different circumstances often requiring very demanding teaching schedules. Throughout this time Professor Kerr performed his duties as teacher and advisor to hundreds of students with distinction. He greatly contributed toward establishing and maintaining a standard of excellence in the teaching of undergraduate mathematics here that has received wide acclaim throughout the industries which have employed our graduates. He was justly proud of his role in this important endeavor.

His advisement activities also occupied a significant portion of his time, both as advisor to a fraternity (Sigma Tau Gamma) and to numerous students who were pursuing graduate degrees in the whole spectrum of engineering and science programs offered at the University. He made a valuable contribution to many departments within the University through this latter activity.

Professor Kerr was a proud, sincere, and dedicated person who took his work seriously at all times and expected his students to perform well. Hundreds of students can be grateful for the experience of having had him as a teacher. During his many years here he made a lasting change in their lives and earned himself a permanent and honored place among the long line of teachers who have acquitted themselves so well in the service of the University.

Professor Kerr had the good fortune to finish out his career here and retire at the mandatory age, leaving several years to enjoy the status of Professor Emeritus during which time he kept up an interest in the University. It is with deep regret that we, his colleagues, note his passing from our midst. He will long be remembered for the strength of his character, for his devotion to his duties, and for his cooperative attitude toward all in the performance of these duties.

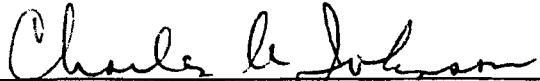
Resolution:

Now, therefore, be it resolved:

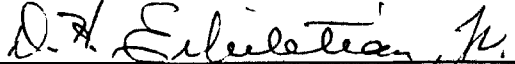
That the faculty of the University of Missouri-Rolla hereby expresses sorrow at the loss of Professor Richard H. Kerr for his thirty-five years of dedicated service as a teacher, student advisor, and loyal supporter of the University through the Alumni Association;

That this resolution be made part of the minutes of the Academic Council, Thursday, April 17, 1980;

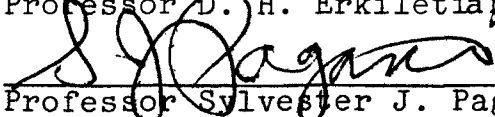
That copies of this resolution be sent to his nearest living relative, Mr. Mark Frye.



Professor Charles A. Johnson, Chmn.



Professor D. H. Erkiletian, Jr.



Professor Sylvester J. Pagano

March 15, 1978

COMMITTEE ON FINANCIAL EXIGENCY POLICIES

POLICY AND PROCEDURE STATEMENT ON FINANCIAL EXIGENCY

This document contains those policies and procedures of the University of Missouri that apply in the event that the University's financial condition threatens to or does become a "financial exigency." A financial exigency is a state in which its financial condition becomes so precarious that the University cannot honor its employment commitments to tenured faculty or to nontenured faculty during a term appointment. A time of financial difficulty will have an impact on all of the University's employees, not just the faculty. The University must be prepared to involve appropriate representatives of these persons in the resource management decisions which may affect their jobs, and to deal with them equitably in the event that reductions are necessary. The present document focuses on faculty because of the special nature of faculty appointments, as defined in the University Tenure Regulations.

Financial exigency is a crisis of such proportions that, should it occur, the University's educational missions would be severely damaged. All of the University's educational services to the people of Missouri would be greatly diminished. Hence, those in the University community are obligated to try to prevent a financial exigency and to do the sound planning that would enable the University, in the event of such a crisis, to preserve its educational functions to the greatest extent possible. It is appropriate, therefore, that this statement begin with a section on preventive planning.

Effective preventive planning can help to preserve the basic missions of the University, including the unique roles which it serves in the state's higher education system. These basic missions are:

- On-campus instruction and research, including graduate and professional programs. Many of these University programs are the only such public programs in the state.
- Off-campus instruction.
- Other research.
- Public service.

At each level of operation, the administration and faculty must continue to establish priorities among these missions as a basis for sound resource allocation. These priorities will obviously vary in specificity.

In planning to prevent or to cope with financial exigency, the interests and welfare of students, who will be profoundly affected by the resultant change in University structure and procedures, are of high importance. Planning must also take into account the essential contributions to the University's operation which are made by administrative and support staff. The University's Plan for Equal Opportunity and Affirmative Action is yet another factor which must be considered in such a difficult financial situation. Financial exigency must

not become a cloak for abandoning the University's commitment in these areas.

I. PREVENTIVE PLANNING

A. Warning Signs

As an integral part of ongoing preventive planning procedures, the University community must always be alert to signals which warn that a financial exigency may be near. The following items are examples only of some indicators of possible financial problems of such magnitude to warrant immediate attention by campus budget committees, Chancellors, and the President and central administration staff. These examples are neither mutually exclusive nor listed in order of importance.

- a. State appropriations insufficient to meet contractual commitments.
- b. A substantial loss of students on one or more campuses.
- c. Mandated increases in costs or functions which are not equaled by funding resources.
- d. A progressive attrition of funds.
- e. An absolute decline in dollar income from one year to the next, without corresponding program or student reduction.
- f. A large ratio of firm commitments to uncommitted funds in the S&W portion of the budget.
- g. A budget that is inflexible because of firm commitments, with the concurrent inability to respond to emergencies; for instance, a very high ratio of S&W to E&E funds.
- h. A significant increase in the student-faculty ratio.

Whenever these indicators are observed, an evaluation of the situation must be made and, if indicated, the preventive planning activities specified in this document must be intensified.

B. Resource Committees

Faculty must be meaningfully involved through regular ongoing mechanisms with the total University fiscal situation, including the very important element of long-range planning. Meaningful faculty participation can help sustain the central educational functions of the University and maintain the general morale of the faculty.

Appropriate committees with faculty members at the system and campus levels shall be maintained to advise in educational planning, to appraise resource needs and fiscal conditions, and to advise on allocation and reallocation of resources. Primary responsibility for projections of fiscal resources and their allocation rests on the campuses, with necessary support and coordination functions being provided by

central administration offices. Hence, it is especially important that each campus have such a resource/planning committee, including a substantial number of faculty members designated by a representatively elected faculty governance body, to be informed and to be involved with the Chancellors and their staffs in dealing with campus fiscal planning and allocation. Similarly structured advisory committees should also be considered within major campus administrative subdivisions. Except for required faculty membership, the composition of such committees is a prerogative of the campus or sub-unit.

In support of this faculty involvement in fiscal resource projections, it is essential that all relevant data be made available. Responsible persons should coordinate their efforts to insure the regular and timely provision of forecasting data related to programs and to anticipated fiscal resources.

C. Effective Use of University Resources

A careful examination of resource use must be undertaken by these resource/planning committees on a regular basis to insure that the University's basic missions are supported as adequately as possible. As a part of this review, the University will expand its efforts in the area of performance audits. For instance, there should be continued examination of resource use and productivity in administrative offices, faculty loads, physical plant, and research centers. The University must, for example, look carefully at real estate holdings, at the efficiency of certain seasonal offices, at bidding and purchasing operations, as well as at faculty staffing patterns. These are simply suggestions of areas for which ongoing performance audits should be carried out. Each campus and the central administration shall set up a regular procedure by which resource/planning committees can systematically examine such issues. Expert advice from outside the University may be employed in some cases. The intent of any audit is simply to insure that the University's resources are being wisely used in support of the basic educational missions of the University, and faculty and staff should suggest areas to be included.

D. Possible Retrenchment Steps to be Taken if Financial Exigency is Threatening

As a consequence of ongoing performance audits, the University routinely takes steps to improve its financial situation as a part of sound management practices. However, if warning signals of financial stress are detected, the appropriate planning and fiscal resource allocation committees, working with University administration, should identify additional measures short of declaring exigency that could be adopted. Such possibilities include:

- Reduction of faculty positions through attrition.
- Adjustment of faculty work loads, so long as the faculty can remain professionally active.
- Reduction or elimination of some administrative and support services.

- Modifications of the staff benefits and retirement program to provide incentives for voluntary early retirement and part-time appointments.
- Reduction or elimination of some academic programs.
- Professional development programs to enable faculty to accommodate to the changing needs of the University.
- Reduction of nontenured faculty through nonrenewal of appointments.
- Limitations on enrollments.
- Decreased numbers of courses and frequency of offerings; increased class size, etc.
- Conversion to nine-month of some twelve-month appointments.
- Increased utilization of short-term nontenurable positions.
- The closing of some facilities.

Some of these actions would have quite serious impact upon the quality of the University's educational mission and must be carefully weighed against the severity of the economic situation. The University, as a University, must not be sacrificed in order to avoid hard decisions about retrenchment or financial exigency. All such possibilities must be considered carefully and thoughtfully by appropriate faculties and administrative officers on the basis of the best possible financial and programmatic data.

E. External Relations

The University always attempts to maintain full communication with state officers, alumni, and the public about its financial situation. During any period of retrenchment or financial exigency, however, it will be especially important that a coordinated effort be made to (a) seek full public understanding of the University's crisis, including an explanation of the significance of the phrase "financial exigency" and the impact of planned reductions; (b) solicit special alumni and other private gifts to minimize educational cutbacks.

II. DEFINITION OF FINANCIAL EXIGENCY

The term "financial exigency" appears in the University of Missouri Tenure Regulations among the reasons for which the appointment of a tenured faculty member may be terminated or the appointment of a nontenured faculty member may be terminated before the expiration of a term appointment. In the paragraphs below, financial exigency is defined, for the protection both of the institution and the faculty involved.

Financial exigency is a financial crisis which threatens the survival of the institution as a whole and which cannot be alleviated by means less

drastic than the termination of the appointments of members of the faculty. To constitute such a crisis, the financial problems must be so great that after all other possibilities have been considered and those remedial actions that are feasible have been taken (see Section I.D.), there is no reasonable alternative and no balanced way to maintain a quality University-level institution except to terminate the appointments of one or more tenured faculty members (or nontenured faculty after normal notice deadlines for reappointment) on one or more campuses as part of a total retrenchment process.

Financial exigency precludes the addition of personnel during the period of crisis in any area on any campus through new positions filled from outside the University, except in circumstances so extraordinary that serious distortion of the academic program would otherwise result. The appointment of a faculty member with tenure will not be terminated in any program unit¹ in favor of retaining a faculty member without tenure in that same program unit, except in extraordinary circumstances where serious distortion of the academic program would otherwise result. However, this document is not primarily or exclusively concerned with the preservation of each tenured position; rather, it attempts to make specific the definition and procedures involved in implementing the release of a tenured faculty member under extraordinary circumstances because of financial exigency. The detailed procedures by which these general principles are to be implemented are given in Section IV.

III. PROCEDURES FOR DECLARATION AND TERMINATION OF A FINANCIAL EXIGENCY

A condition of financial exigency exists only when it is formally declared by the Board of Curators upon recommendation of the President. Two alternative procedures are prescribed to develop such a recommendation. Prior to initiation of either procedure A or B listed below, it is the responsibility of the President to make sure that full consideration has been given to retrenchment steps short of financial exigency, such as those listed in Section I.D.

- A. Any of the Chancellors may determine that conditions which exist on that particular campus are sufficient to conclude that a financial exigency is imminent. If so, the following actions must be taken:
 1. The views of the Chancellor are presented with full supporting documentation (including any relevant information developed by the campus resource/planning committees) to a joint meeting of the major campus administrative officers and an appropriate standing committee, designated in advance by the faculty governance body and consisting entirely of faculty, referred to in this document as the Campus Exigency Committee.
 2. The Chancellor solicits responses and recommendations from campus administrative officers and from the Campus Exigency Committee, allowing a reasonable time (at least three weeks) for receipt of such responses.
 3. If after reviewing these recommendations the Chancellor still concludes that a declaration of financial exigency for the University is required, the Chancellor transmits that personal

recommendation along with the responses and recommendations of the Campus Exigency Committee to the President.

4. The Chancellor's recommendations and those of the Campus Exigency Committee are then presented to a joint meeting of the University Cabinet and an appropriate standing committee consisting entirely of faculty, henceforth referred to as the University Exigency Committee.² Such a presentation must occur within ten days of receipt of any Chancellor's recommendation for a declaration of financial exigency for the University.
 5. The University Cabinet and University Exigency Committee meet as each deems appropriate and each advises the President within fifteen days as to whether or not a financial exigency should be declared. The report of the University Exigency Committee shall be in writing. Any minority recommendation in which at least one-third of the University Exigency Committee members concur is forwarded to the President along with the majority's view. The Committee may transmit such other views or data as it wishes.
 6. Upon receipt of advice from the University Cabinet and the written recommendations from the University Exigency Committee, the President may decide that a state of financial exigency need not be declared. If so, that decision is conveyed in writing to the University Cabinet, the University Exigency Committee, and the Chancellor and Campus Exigency Committee on the campus from which the request originated. If the President concludes, upon consideration of the foregoing recommendations, that a financial exigency should be declared, the President publicly announces the recommendation presented to the Board and the reasons therefore, together with the report of the University Exigency Committee majority and any minority views that were forwarded.
 7. If a financial exigency is declared by the Board, any amounts to be reduced in each campus budget shall be announced publicly.
- B. The President of the University may initiate a recommendation that financial exigency be declared, after consultation with the University Exigency Committee, and notice to the Chancellor and Campus Exigency Committee on each campus on which appointments of tenured faculty members might have to be terminated. After giving these campuses no less than 21 days to respond, having provided appropriate information about the anticipated crisis, the President shall then follow steps 4 through 7 under A. above.

During a period of financial exigency, the President shall continually review the resources of the institution with appropriate faculty and administrative groups and the Board of Curators, and shall make periodic reports to the University community. In addition, the University Exigency Committee (or its designees) will

be sent agendas and be invited to participate in all meetings of the University Cabinet, and the chairman of the University Exigency Committee shall attend all open meetings of the Finance Committee of the Board of Curators during the period of financial exigency. Each Chancellor will insure that the Campus Exigency Committee has access to all relevant financial information during such a period.

A period of financial exigency automatically expires at the end of the fiscal year following the fiscal year in which the exigency is declared or when the end of the exigency is declared by the Board, whichever comes sooner. If the President or any Chancellor believes that the period of financial exigency must be extended, the same procedures described above must be instituted in order to renew it.

In the process of considering whether or not a financial exigency must be declared, the University Exigency Committee and the Campus Exigency Committees will have examined carefully the magnitude of reductions which may have to be made and will have established criteria for selection of programs in which faculty appointments may have to be terminated. However, specific program units in which tenured or nontenured faculty appointments might be terminated should not be decided upon before the formal declaration of financial exigency by the Board. In this way, an objective view of the University's financial situation can perhaps be more easily attained.

IV. PROCEDURES TO BE FOLLOWED IN TERMINATION OF FACULTY APPOINTMENTS DURING FINANCIAL EXIGENCY

Following the declaration of financial exigency, the Chancellor on any campus to be affected shall, using the criteria developed by the Campus Exigency Committee and after consultation with administrative officers and the faculty governance body, identify alternative specific programs in which faculty appointments may have to be terminated and provide an estimate of the amount of financial savings which might be required in each. The Chancellor shall present this material to a joint meeting of the administrative officers and the Campus Exigency Committee. These groups shall hold joint hearings, under procedures established by them in advance, to receive written and oral evidence relating to the proposed alternatives, and shall then confer separately and prepare independent recommendations about programs to be reduced (or eliminated) to the Chancellor. These recommendations must be submitted within one month after receipt of the material from the Chancellor.

After receipt of recommendations from the administrative officers and the Campus Exigency Committee, the Chancellor shall forward them, together with the Chancellor's recommendations, to the President. The President shall present all campus recommendations, together with the President's own, to a joint meeting of the University Cabinet and the University Exigency Committee for review and advice. Either group may respond in writing to the President within seven days of that meeting. Following that period, the President shall announce to the campuses the final decisions about which programs are to be reduced.

In consultation with the Campus Exigency Committee and appropriate administrative officers, the Chancellor shall announce the amount of reduction required in each program unit. In most cases this will involve specifying a dollar amount to be recovered from the program unit, but the Chancellor may specify a minimum number of persons whose appointments are to be terminated.

If special provisions are made under University policies for early, voluntary retirement in time of financial exigency, the program unit shall first explore the possibility of such retirements before any faculty appointments are terminated. Except in extraordinary circumstances where a serious distortion of the academic program would otherwise result, the appointment of a tenured faculty member will not be terminated in any program unit until the appointments of all nontenured faculty in that program unit have been terminated. Further, within either of these categories of staff, in recommending those persons whose appointments shall be terminated, consideration shall be given to seniority in the following order: 1) academic rank, 2) length of service in rank at the University of Missouri, and 3) total length of service at the University of Missouri. A departure from seniority (as herein defined) is to be made only when adherence to seniority would result in significantly more serious distortion of that program unit's teaching, research, and service functions.

Using the criteria of the previous paragraph, the Chairman, Director, or Dean in each affected program unit shall recommend individuals to be released as a part of the program unit's overall reduction. Each recommendation, with justification, is to be presented to the next higher administrative authority, up to and including the Chancellor, with review by and recommendations from the Campus Exigency Committee. If a departure is made from seniority, the administrator of the program unit must give evidence that adherence to seniority would cause a significantly more serious distortion of that program unit's teaching, research, and service functions than would the recommended plan.

The Chancellor shall notify each individual whose appointment is to be recommended to the President for termination. Notice shall be given in person or by certified mail addressed to the last address currently on record with the employing administrative unit. Failure of any appointee to have a current correct address on record with the employing administrative unit shall not be construed to invalidate such notice.

Such an individual shall be given fifteen days either to appeal to the Chancellor or to request a hearing before the Campus Faculty Tenure Committee (as designated in Section .52 of the University Academic Tenure Regulations) or both, before the recommendation is transmitted to the President. The request for a hearing may be based only on the grounds that procedures specified in this document have not been followed, or that a departure from seniority as a criterion for release of individuals was not justified by distortion of program or was a cloak for violation of academic freedom, or that the financial exigency should not have been declared. (An appeal on the latter ground is permissible only when the appropriate Campus or University Exigency Committee did not concur in the necessity for declaration of financial exigency.)

Procedural due process shall be followed in such appeal in accord with Sections .672-.6716 of the University Academic Tenure Regulations (proposed draft). The Campus Faculty Tenure Committee may consolidate the portions

of appellate cases brought on the grounds of lack of necessity for declaration of a financial exigency. The recommendations or findings of faculty committees on the issues of the appeal may be introduced in evidence.

The findings of the Campus Faculty Tenure Committee shall accompany the Chancellor's recommendation to the President. In any case, an affected faculty member may appeal to the President and subsequently to the Board of Curators. The procedures above do not apply to appeals based on a claim of discrimination because of race, sex, religion, national origin, marital status, age, or physical handicap, since other appeal procedures exist for such cases.

Whether or not there is an appeal, the President shall notify affected faculty members as soon as possible as to his final action in each case.

Termination of the appointments of tenured faculty members (or of non-tenured members after normal notice deadlines for reappointment) under these procedures will take effect no sooner than the end of the first complete semester that begins after the date of the Chancellor's notification to the individual, unless the notice provision of Section .26 of the University Academic Tenure Regulations (proposed draft) permits a shorter period and the Chancellor specifies one. Whenever reasonably possible, however, notice of two full semesters shall be given. Each Campus Exigency Committee shall thoroughly examine the current operating budget and commitments for all academic divisions and other operating units in an attempt to identify existing fund balances which can be used to fund the salary of affected faculty members during the notice period. However, there shall be uniform treatment of affected faculty members with respect to notice. Such a faculty member shall be given the option of postponing the termination date for up to three years, during which time the faculty member will be on non-paid leave of absence.

Before terminating³ an appointment because of a financial exigency, the University, with faculty participation, will make every effort to place the faculty member concerned in another suitable position within the University system. In particular, when a faculty appointment is terminated, if during the period of financial exigency or within three years from termination there is an opening in the same discipline on another campus, it shall be the responsibility of the President's office to notify the hiring campus of the availability of that faculty member. The hiring unit shall carefully review the qualifications of the faculty member in question and determine if the announced criteria established for the position are met. If so, and if the faculty member has been on continuous appointment, the faculty member shall have the right of first refusal. If hired, the appointment need not be continuous. In all cases of termination of appointment because of financial exigency, a faculty member will be offered reinstatement with the same rank and tenure status and a reasonable time in which to accept or decline if, within a period of three years from termination, the same unit seeks to fill a vacancy for which the faculty member qualifies. If there is more than one faculty member who is qualified (as determined by the hiring unit), reinstatement shall be offered to the most senior (as herein defined). It is intended that the provisions of this paragraph assure that a person on continuous appointment terminated under and for the reason of the condition of financial exigency be considered as not having interrupted service at the University if reemployed by the University within the three year reemployment option period.

Except when serious distortion of the academic program would otherwise result, no new positions will be filled from outside the University during a financial exigency. Any administrator wishing to make such an appointment must demonstrate to the Campus Exigency Committee or (if no tenured positions are being eliminated on that campus) to the University Exigency Committee that such a distortion would otherwise result.

¹ The term "program" is used in many ways. Here, however, the specific intention is to identify the designation "program" or "program unit" with the typical academic department; the program consists of the productive effort of that administrative and budgetary unit most often designated as a "department," which usually corresponds to widely recognized disciplinary designations. There are limited exceptions to this definition of program or program unit, such as when a school or college is not organized into departments, or when specializations within the department or school are so unique in content that faculty members normally cannot cross from one area to another. Given the above, it is clearly not the intent here that "program" or "program unit" should be equated with "degree program" within a department nor with a specific individual faculty member, unless these represent the kind of unique specialization described above.

² The University Exigency Committee shall be the Intercampus Faculty Council, unless another body consisting entirely of faculty is designated by the faculty governance bodies on the four campuses.

³ Termination refers to the ending of a continuous appointment or of a term appointment sooner than normal deadlines for notice of nonreappointment would permit. It does not refer to nonreappointments with notice as prescribed in the University Academic Tenure Regulations.

NOTE CHANGE IN MEETING PLACE

MEMORANDUM TO: UMR FACULTY

RE: AGENDA for the Academic Council Meeting, Thursday,
August 28, 1980, at 1:30 p.m. in Room 227 of
Fulton Hall.

- I. Approval of the minutes of the June 19, 1980, meeting of the Academic Council.
- II. Unfinished Business - None
- III. Administrative Reports and Responses to Actions Approved by the Council
 - A. Administrative Reports
 - 1. Chancellor's Remarks J. Marchello
 - B. Administrative Response
 - 1. Salary of Academic Council Chairman J. Marchello
(April 17, 1980, IX, 8.6)
- IV. Reports of Standing and Special Committees
 - A. .0406.02 Admissions & Academic Standards (No Report) R. Russell
 - 1. Policy regarding readmission of students dropped for scholastic reasons (Jan. 24, 1980; IX, 5.23)
 - 2. Dates for adding/dropping classes (June 19, 1980; IX, 11.7)
 - 3. Date for dropping without penalty (June 19, 1980; IX, 11.7)
 - 4. Blank diplomas at commencement (June 19, 1980; IX, 11.7)
 - 5. Granting extenuating circumstances (June 19, 1980; IX, 11.7)
 - 6. Mid-semester grades and free drop period (June 19, 1980; IX, 11.7)
 - B. .0406.09 Personnel (No Report) J. Johnson
 - 1. Policy Memo Codification (Oct. 25, 1979; IX, 3.17)
 - C. .0406.12 Student Affairs (No Report) G. Lewis
 - 1. Procedure for student grade appeals (June 19, 1980; IX, 11.7)
 - D. .0407.05 Tenure Committee (No Report)
 - 1. Dismissal of Tenured Faculty (Oct. 25, 1979; IX, 3.14)
 - E. Intercampus Faculty Council (5 min.) G. Patterson
- V. New Business
- VI. Announcements
 - A. Referrals P. Stigall
 - 1. Rules, Procedures & Agenda
 - a. Review of By-laws for possible changes
 - 2. Student Affairs
 - a. Summer credit hour limit

*Supplementary material sent to Academic Council Members and Department Chairmen.



UNIVERSITY OF MISSOURI-ROLLA

Academic Council
Room 17, Library

~~Rolla, Missouri 65401~~

Rolla, Missouri 65401

Telephone: (314) 341-4871

SUMMARY of reports, actions and announcements at the Academic Council meeting of August 28, 1980.

1. Administrative Report

Academic Plan: Chancellor Marchello

2. Administrative Response

Salary of Academic Council Chairman: Chancellor Marchello

3. Intercampus Faculty Council: Professor Patterson

Financial Exigency Draft

Weldon Springs Awards

4. Announcements and Referrals: Chairman Stigall



Chairman Paul Stigall called the meeting of the Academic Council to order at 1:30 p.m. on Thursday, August 28, 1980, in Room 227 of Fulton Hall and announced the following substitution: Professor Lance Williams for Professor Lawrence Christensen.

Chairman Stigall stated that the Council will be following the same practice in recording the meetings. The tapes will only be used for the purpose of preparing the minutes and will not be kept for a permanent record.

Chairman Stigall asked for any revisions or corrections to the minutes of the June 19, 1980 meeting. Hearing none, he ruled them approved as circulated.

Chairman Stigall introduced the new Academic Council office secretary, Janet Pearson. The new location of the Council office is room 17, third floor of the Library and the office hours are from 9:00 a.m. - 1:00 p.m. Monday through Friday, except for the days when the Academic Council meetings are held.

Chairman Stigall announced that the memorial resolution for Theodore J. Planje, Dean of Mines and Metallurgy, will be read at the general faculty meeting on September 2, 1980, and will be recorded in the Academic Council minutes of the September 25, 1980 meeting.

- X, 1 ADMINISTRATIVE REPORTS AND RESPONSES. Chancellor Marchello announced that
.1 Dr. Ernest Spokes will be the Acting Dean of Mines and Metallurgy and that Professor Robert Wolf will be the chairman of the search committee for a new dean.
- X, 1 Chancellor Marchello expressed his pleasure that the Academic Council plans to
.2 review the Bylaws this coming year. The Academic Plan which was reviewed last year is being studied U-wide. There are a number of potential new degree programs for UMR which are incorporated in the Plan--programs that may be started in the next five years. All of the information and approval procedures will be handled through the Academic Council. However, the initiative for these new programs must come from the academic departments. There may be some course changes forthcoming this next year relating to the computer graphics and computer redesign and manufacturing expansion that is currently underway. There will be some renovation of space in the Mining Building for the freshman drawing course.
- X, 1 The 1980-81 budget includes half time of a FTGTA for the Academic Council
.3 Chairman's release time during the school year and 1/20 of the Chairman's salary during the summer.
- X, 1 ADMISSION & ACADEMIC STANDARDS COMMITTEE. Professor Russell reported that
.4 the committee is in the process of reorganizing for the coming year. The members have copies of all materials before the committee.
- X, 1 PERSONNEL COMMITTEE. A committee meeting is scheduled to elect a new
.5 chairman.

- X, 1 .6 STUDENT AFFAIRS. The committee is in the process of reorganizing. Professor Gordon Lewis is the new chairman.
- X, 1.7 TENURE COMMITTEE. Chairman Lund retired; no report.
- X, 1 .8 Professor Schowalter, Chairman of the RP&A Committee will follow up on the status of each of the committees.
- X, 1 .9 As there are several referrals before the various committees at the present time, Chairman Stigall stated that he would like the committees to make progress reports on these referrals at each meeting. Referrals to the committees should be acted upon and recommendations for action made to the Council. An acceptable committee report would be "*no action recommended*" if the committee so feels.
- X, 1 .10 INTERCAMPUS FACULTY COUNCIL. Professor Patterson reported that the Inter-campus Faculty Council had met twice since his last report to the Academic Council. At the first meeting held June 20, 1980, the IFC discussed the financial exigency draft. Vice President Melvin George is forming a committee to work on this report. Several years ago, a committee was formed to draft a statement on the definition of financial exigency and its various aspects. This was done but was never approved. Now that the Tenure Regulations and Revisions have been approved, there is new impetus to approve the financial exigency report. This should be done in the next half year.
- X, 1 .11 There was some discussion about the Weldon Springs money and a report on the awards that have been made during the first distribution of that money. Professor Patterson stated that there is going to be a new round of Weldon Springs grants made available in the near future. Information concerning these grants will be forthcoming through normal administrative channels. Some emphasis was put on the need for more time to prepare proposals. There was some disappointment that most of the proposals received in the first round were of a scientific and engineering nature and the Intercampus Faculty Council would like to encourage more from the arts and humanities.
- X, 1 .12 At the July meeting it was reported that President Olson will recommend that all of the changes to the retirement benefits be put through except for the new dental plan which will be deferred until possibly next year. This will be proposed to the Board of Curators. It was also reported that the Board of Curators has approved the Tenure Regulations and that the censure of the University of Missouri-Columbia campus by AAUP was removed.
- X, 1 .13 Professor Smith questioned how the financial exigency report is going to go through the university. Professor Patterson stated that his understanding was that after the committee finished the revisions to the present draft, then the Academic Senates or Councils would be sent copies. Professor Smith stated that she felt that the Council was not given adequate time to review the draft before it had to be voted upon. She asked if Professor Patterson could work with the draft committee so that the Academic Council might suggest some proposed changes at the beginning stages of the discussion.
- X, 1 .14 Dean Robertson moved that the Academic Council members be given copies of the original financial exigency report now, study it, and submit their comments

to the University administration. The motion was seconded by Professor Metzner and carried. Chairman Stigall declared that copies of the financial exigency report will be circulated with the Academic Council minutes. (*Full Copy)

X, 1 ANNOUNCEMENTS. Chairman Stigall referred a review of the Bylaws to the
.15 Rules, Procedures & Agenda Committee. Several changes in the relationship of the faculty to the University have been made since the last revision of the Bylaws. Any recommendations should be forwarded to Professor Schowalter. One item in the Bylaws related to the grievance procedures was inserted as an editorial change. There is currently a reference to the tenure procedure in the Bylaws. Since the Board of Curators has approved the grievance procedures, an editorial insert of reference to the grievance procedures has been made in the Bylaws. This consists of the insertion of the number that refers to the section in the Curators Manual and indicates the appropriate section where the grievance procedures are stated.

X, 1 The second referral is to the Student Affairs Committee concerning summer
.16 credit hour limit. Because of the variable sessions in summer school and with discussions as to more flexibility in terms of the number of weeks per session, it becomes necessary to study the hour limit. The Admissions and Academic Standards Committee was asked to refer any input to the SAC. Professor Purcell questioned if there was a limit as to the number of hours a student could take at the present time. Chairman Stigall answered that there is one based on the old eight week session.

Chairman Stigall asked if there were any announcements of discussion from the floor.

Hearing none, the meeting was adjourned at 2:00 p.m.

Respectfully submitted,



Nicholas Tsoulfanidis, Secretary

*Complete document filed with the smooth copy.

Minutes of the Academic Council are considered official notification and documentation of actions approved.



UNIVERSITY OF MISSOURI-ROLLA

ATTACHMENT # 1

School of Engineering

Department of Chemical Engineering

September 2, 1980

143 Chemical Engineering Bldg.
Rolla, Missouri 65401
Telephone (314) 341-4416

MEMO TO: Chancellor Joseph M. Marchello

FROM: Personnel Committee

RE: Organization of Policy Memos

The status of the organization of the policy memos is shown in the attached summary. Our initial recommendation is that several be deleted due to their duplicating other directives, containing material that should emanate from another source, or for which there is no apparent need.

Our next effort will be to examine each of the remaining policy memos and make specific recommendations for updating or clarification. We plan to be finished by the end of this semester.

James W. Johnson
Committee Chairman

JWJ:mb

Enclosure

SUMMARY OF ACTIONS TO DATE ON POLICY MEMOS

<u>Policy Memo</u>	<u>Title</u>	<u>Recommendation</u>
1	Organization	Study for possible revision
2	Summer Salary Rates - Academic	Remove, duplicates material in UMP & P Manuel.
3	Extra Compensation	Remove, duplicates material in UMP & P Manuel.
4	Qualifications of Full-Time Non-Regular Instructors	Study for need or possible revision.
5	Definition Of Academic And Administrative Staff	Remove, no apparent need.
6	Assignments During Absences	Keep.
7	Small Classes To Be Minimized	Keep (need one on maximum-size classes!)
8	Continuous Registration Of Graduate Students	Remove, should be included a Graduate School Policy.
9	Procedure For Scholastic Action	Remove, should be Faculty policy.
10	Consultation	Remove, duplicates material in UMP & P Manuel.
11	Travel Allowances (Departmental Travel)	Study for need or possible revision.
12	Undergraduate Financial Aid	Remove, should be Faculty policy
13	Graduate And Undergraduate Student Assistant Wage Rates	Remove.
14	Qualifications For Professorial Academic Ranks	Keep.
15	Requests For Intersession Credit	Keep. Include form referred to and clarify for undergraduate and graduate students.
16	Research Centers	Keep. Study for possible revision.
17	Appointments To Endowed Positions	Study for need or possible revision.

18	Dues And Memberships In Organizations	Keep.
19	Non-Regular Academic Research Titles	Study, not consistent with PMA.
20	Eye Protection	Study for need as PMA.
21	Acquisition Equipment Maintenance Repair, And Replacement Needs	Study for need.
22	Membership On University Committees	Study for need.
23		None included in packet.
24		None included in packet.
25	Foreign Travel	Keep.
26	Promotions And Transfers During Six-Month Probationary Period	Keep.
26	Out-Of-State Course Policy	(Tentative-Extension). Study
27	Correspondence Courses And The On-Campus Student	(Tentative-Correspondence Course). Study.

MEMORIAL

THEODORE J. PLANJE

Theodore J. Planje was born on March 17, 1919, in St. Louis, Missouri. After attending primary and secondary school in Newburg, Missouri, he enrolled in the Missouri School of Mines and Metallurgy, graduating in 1940 with a B.S. in Ceramic Engineering. His graduate studies at the Massachusetts Institute of Technology were interrupted by service in the United States Army Air Corps during World War II. Upon being discharged in 1946 with the rank of Captain, he joined the staff of MSM as an instructor. In 1950 he received a Ph.D. in Ceramic Engineering from the University of Missouri.

His entire professional career was devoted to UMR where he advanced from assistant professor in 1950, to associate professor in 1952, and to professor and chairman of the Ceramic Engineering Department in 1955. In 1964 when the Missouri School of Mines and Metallurgy was reorganized as the University of Missouri-Rolla, Ted (as he was known to most everyone) was named the first Director, then Dean of the reorganized School of Mines and Metallurgy and Director of the Space Science Research Center. He continued to serve UMR in these capacities, and in addition as Assistant to the Chancellor for Research,

until the time of his death which occurred in Lexington, Kentucky, on July 15, 1980, while he was attending a meeting of State Mining Institute Directors.

UMR benefited immensely from his inspiration, foresight and unwavering dedication. Under his leadership, the staff of the Ceramic Engineering Department grew from himself and one part-time instructor in 1955 to six full-time faculty members in 1964. He was instrumental in developing the Nuclear Engineering program and the construction of the nuclear reactor at UMR, which was the first in the State of Missouri. He can well be considered the founding father of the Graduate Center for Materials Research since his diligent efforts and resourcefulness led to its establishment at UMR as a part of the University of Missouri Space Sciences Research Center. Most recently, Ted was involved in the planning and financing of the new Minerals Engineering Building at UMR. He also provided crucially important leadership and assistance at the national level. His was a pivotal role that resulted in the U.S. Congress establishing 500 graduate fellowships in the areas of mining, minerals, and fuels.

Ted received numerous awards and professional honors but always found great pleasure in the recognition given to others, his personal congratulations being among the first to be received. His extensive service to the American Ceramic Society culminated in his being elected

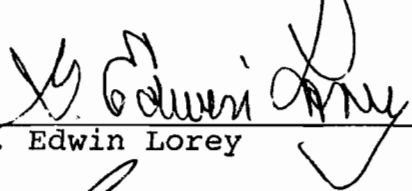
president in 1972-73. In addition to being elected a Fellow of the American Ceramic Society, he received the Refractories Award (1973) from the St. Louis Section and the Bleininger Award (1980) from the Pittsburgh Section for "distinguished achievements in the field of ceramics". He was an Awardee of the MSM-UMR Alumni Association and strongly supported the Association's activities and programs. Student recognition of his University work and personal characteristics led to his being selected as an Honorary Knight of St. Patrick, a member of Pi Kappa Alpha Fraternity, and Distinguished Alumnus by Keramos.

Ted was a warm, friendly, unpretentious person with a deep commitment to students, staff, and faculty. He was never too busy to help students or to have coffee with the staff. If a single word could be found to describe him, the best choice would be dedicated, for he was indeed a dedicated educator, administrator, alumnus, husband, father, and friend. We regret that his sustained 30 year record of contributions has ended.


The committee requests that this memorial be incorporated in the official minutes of the UMR Faculty Meeting of September 2, 1980, and in the minutes of the September 25, 1980 meeting of the UMR Academic Council. It is also requested that copies of this memorial be sent to Ted's

wife, Miriam, and to his sons, Theodore J. Planje,
Jr., and Curtis E. Planje.

Respectfully submitted,


G. Edwin Lorey


R. E. Moore


D. A. Summers


D. E. Day, Chairman

ADDRESSES OF RELATIVES

Mrs. Miriam Planje (wife)
#2 McFarland Drive
Rolla, Missouri 65401

Mr. Curtis E. Planje (son)
#2 McFarland Drive
Rolla, Missouri 65401

Mr. Theodore J. Planje, Jr. (son)
353 East 19th St.
Apt. #3
New York, NY 10003



UNIVERSITY OF MISSOURI-ROLLA

Academic Council

211 Parker Hall
Rolla, Missouri 65401
Telephone: (314) 341-4871

SUMMARY of reports, actions and announcements at the Academic Council meeting of September 25, 1980.

1. Administrative Reports and Responses: Provost Fort

Academic Plan

Committee to be formed to review operation of Research Centers

Provost Fort to serve as chief spokesman to the Chancellor for the faculty.

2. Admissions & Academic Standards Committee Report: Professor Russell

Council discussed 7-item Statement of Recommendations

Items 1 and 5 were tabled

Items 2, 3, 4, and 6 were removed from the agenda

Item 7 was approved

3. Personnel Committee Report: Professor Johnson

Progress Report and Summary of Action to Date of Policy Memos
(see Attachment # 1)

4. Student Affairs Committee Report: Professor Grant

5. New Business: Professor Bell

6. Announcements & Referrals: Chairman Stigall



Chairman Paul D. Stigall called the meeting of the Academic Council to order at 1:30 p.m. on Thursday, September 25, 1980, in Room 227 of Fulton Hall. There were no substitutions.

- X, 2 Professor Robert Wolf moved that the Council dispense with the reading of the
.1 Memorial Resolution for Dean Theodore J. Planje as this resolution was read at the General Faculty Meeting of September 2, 1980, and distributed with those minutes. The motion was seconded by Professor Schowalter, and carried.* (Full Copy).
- X, 2 Chairman Stigall asked for any revisions or corrections to the minutes of the
.2 August 28, 1980 meeting. Hearing none, he ruled them approved as circulated.
- X, 2 ADMINISTRATIVE REPORTS AND RESPONSES. Provost Fort discussed his concern for
.3 and feelings about academic planning—stating his belief in the planning process especially in times of limited resources. The Provost feels program optimization is important; that bigger is not necessarily better—but that excellence in teaching, research and service is important. He quoted Pasteur by saying that *a good laboratory* (parenthetically, a good university) *where research is going on* (broadening it to research and teaching) *should be like a temple—and Pasteur quoting the Greeks at this point, said—a temple animated by the spirit of enthusiasm.* Provost Fort would like to promote this spirit on the UMR campus.
- X, 2 The planning process for UMR this fall is in three parts. The administration
.4 hopes to set up a process whereby the academic departments will evaluate themselves in three areas: (1) What are the objectives, of the department. (2) What strategies are needed to achieve these objectives. (3) What is needed (resources) to satisfy the two items above. These evaluations, which should be a few page statement, will be reviewed first at the college level and then at the campus level. They should be submitted to Parker Hall by December or January.
- X, 2 The Chancellor has asked Provost Fort to chair a faculty committee to review
.5 the operation of the Research Centers on campus. The charge of the committee will be officially given next week. This committee will review the Centers' operation, structure, functions, etc. It will also look at the number of Centers and will try to answer whether or not their charge should be broadened, changed, etc. After all of the input from the departments, centers and this committee has been collected and evaluated, an updated statement of goals for the UMR campus will be prepared.
- X, 2 Provost Fort will serve as Chief Spokesman to the Chancellor for the faculty.
.6 The Provost does not feel that communications at UMR have always been what they might be and he hopes to talk individually with faculty and departments.
- X, 2 Professor Tsoulfanidis asked if the study of the centers will also include
.7 the institutes. Provost Fort answered that the centers will be studied first

and then possibly the institutes. Since the institutes are closely associated with departments, they might be evaluated by the departments.

X, 2 ADMISSION AND ACADEMIC STANDARDS COMMITTEE. Professor Russell handed out a
.8 statement of recommendations from the A & A S Committee as to the current
Council agenda items before the committee.* (Full Copy). Professor Tsoulfanidis
moved to suspend the rules and add the report to the agenda. Professor Harvey
seconded the motion. The motion carried by the required 2/3 vote. Discussion
followed.

X, 2 Item # 1. *If a student dropped from the University for scholastic reasons,*
.9 *applies for readmission, the department to which admission is desired must*
be specified and admission is contingent upon acceptance of the student by
that department. Professor Russell moved that Item 1 of the A & AS Committee
statement be accepted. The motion was seconded.

Dr. Law made the comment that this statement refers to students who are classified and that there is a number of students on campus who are unclassified—that is are not registered under any particular department. What about these students, who are dropped before they have chosen a major. Professor Russell felt that these students also fell under Item # 1.

Professor Schowalter asked for clarification of the original referral to the committee. He thought that the original referral addressed the question of what to do with the student who was dropped from the university, refused re-admission to the university, but was returned to the department by the dean as a restricted student. Professor Tsoulfanidis stated that the original question was that if a student is dropped from a department and wants to return to the university, he should be readmitted by the department where he wants to study. Professor Schowalter questioned if the committee intended to tie the hands of the deans in this matter. Professor Russell stated that this was not so, but that the committee wanted to give the right of acceptance to the departments.

Professor Sauer questioned if this statement addressed the students who go from department to department. If readmission to one department is granted, what is the procedure for the student to change to a second department. Chairman Stigall stated that if the student is on probation he needs the approval of the second department; a student in good standing does not. Professor Sauer stated his concern that a student would get the approval of one department in order to get back into school and then after getting off probation would transfer back into the original department. Professor Johnson stated that one of the current problems is that a student does not have to be officially listed in a department in order to get a degree from that department. Professor Tsoulfanidis stated that the item under discussion does not address the problems mentioned by Professors Sauer and Johnson.

Professor Wolf spoke in favor of the statement and suggested that when committees propose items that are to be a part of the Manual of Information they include in their recommendation a statement as to where the item is to be inserted in the Manual or what parts of the current statement are to be changed.

Professor Smith made the motion to table item # 1; it was seconded by Professor Law and tabled.

- X, 2
.10 Item # 2. Dates for adding/dropping classes. *The committee recommends no change.* No discussion on this item.
- X, 2
.11 Item # 3. Date for dropping without penalty. *The committee recommends no change.* No discussion.
- X, 2
.12 Item # 4. Blank diplomas at commencement. *The committee recommends no change.* Professor Schaeffer stated that this item should have been referred to the Public Occasions Committee. No discussion.
- X, 2
.13 Item # 5. Granting extenuating circumstances. The committee recommends the following change: *The certification of extenuating circumstances for dropping a course without a grade of F will be the responsibility of the student's advisor and department chairman. The committee further recommends that a special form be provided to implement these recommendations and that they become effective no later than the beginning of the fall semester of 1981.* This form would be in addition to the drop slip signed by the instructor. Professor Russell moved that item 5 be accepted. The motion was seconded.

In the discussion that followed, the concern was expressed that this statement takes the decision of granting extenuating circumstances out of the hands of the faculty member teaching the course. Professor Russell stated that this item only states that the form granting extenuating circumstances should originate from the advisor and department chairman and then be accepted or refused by the class instructor. Concern was also expressed that this statement opens the door for circumventing legitimate F's in a course. Professor Russell stated that the concern of some of the A & AS Committee members was that at the present time the advisor and/or departments have no control over granting extenuating circumstances.

Dean Robertson moved that *if the intent of the committee was that the certification of extenuating circumstances by the advisor and department chairman be supportive evidence only and not binding upon the instructor, the Council should accept the concept of the statement and ask the committee to rewrite it so that this is clearly spelled out.* The motion was seconded.

Professor Schowalter moved to table both the motion to accept item # 5 and the substitute motion. It was seconded and the motion and substitute motion were tabled by the required 2/3 vote.

Chairman Stigall recommended that the committee bring this item back from the table and that it be circulated with the agenda in the form in which the committee intends to have it inserted into the Manual of Information.

- X, 2
.14 Item # 6. Mid-semester grades and free drop period. *The committee recommends no change.* No discussion.
- X, 2
.15 Item # 7. Last date for dropping a class. *The committee recommends that the last date to drop a class—for whatever reason—be moved forward from the last day of class to one week prior to the last day of class. To be effective starting fall semester of 1981.*

Professor Russell moved that the Council accept this item. The motion was seconded. Professor Russell stated that the purpose of this recommendation is to eliminate the problem of not knowing until the last day of classes who has dropped the course and provide the opportunity to correct class rolls. The question was raised if this really was a problem. Professor Russell stated that this item was initiated by a memorandum from the Committee of Deans recommending that the Council consider it. The motion was carried by a 2/3 vote.

X, 2 Professor Wolf moved that Items 2, 3, 4, and 6 of the Admissions and Academic
.16 Standards Committee report be removed from the Council agenda. The motion was seconded and carried.

X, 2 PERSONNEL COMMITTEE. Professor Johnson handed out copies of the Personnel
.17 Committee progress report and summary of action to date of policy memos* (Full Copy). Professor Johnson stated that there should be copies of the policy memos in all of the departments. He encouraged the Council members to review the memos and to forward any comments they might have to the committee. The personnel committee will forward its recommendations to Chancellor Marchello. Professor Schowalter questioned whether or not the Council should approve the recommendations of the committee since the Council had referred the item to the committee. Professor Johnson stated that this was not the intent of the committee. The committee would report its findings to the Council but would not ask for any Council action. Chairman Stigall asked if the Council accepts the committee's interpretation of no action by the Council. Hearing no discussion, he ruled that the committee's interpretation was accepted.

X,2.18 RULES, PROCEDURES & AGENDA COMMITTEE. No report.

X, 2 STUDENT AFFAIRS COMMITTEE. Professor Grant reported for Chairman Lewis and
.19 stated that the committee is presently working on the two referral items and will have a report at the next Council meeting. Chairman Stigall requested that if any action is required by the Council, a statement of such action be included with the agenda for the next meeting.

X, 2 TENURE COMMITTEE. No report; Professor Crosser is the new chairman of the
.20 Tenure Committee.

X,2.21 INTERCAMPUS FACULTY COUNCIL. No report.

X, 2 NEW BUSINESS. Professor Robert Bell brought two items before the Council.*
.22 (Full Copy). Professor Bell moved *that out of state tuition be waived for National Merit Finalists and Semi-finalists*. Chairman Stigall announced that he would refer this item to the Financial Aid and Scholarship Committee.

X, 2 Item 2. *The Academic Council wishes to endorse any positive action which*
.23 *would appreciably improve the safety of UMR students crossing Hwy. 63 near Thomas Jefferson Dormitory*. Professor Bell stated that he personally is aware of one student who was hit by a truck trying to cross Hwy. 63. Board of Curators member, Rex Williams, has brought this item before the Board, but Professor Bell feels that the Council should recommend some positive action in this matter. Chairman Stigall commented that this item would not

be referred to a committee, but that it would be included on the agenda for the next meeting for action.

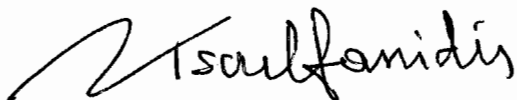
X, 2 ANNOUNCEMENTS. Chairman Stigall referred a review of the financial exigency
.24 policy to the Tenure Committee. This item originated from discussion in the August 28, 1980, Council Meeting. Copies of the financial exigency policy were circulated with the minutes of that meeting. Any comments should be forwarded to the Tenure Committee or to the Council office.

Chairman Stigall asked if there were any announcements from the floor.

Hearing none, the meeting was adjourned at 2:35 p.m.

Respectfully submitted,

Nicholas Tsoulfanidis, Secretary



*Complete document filed with the smooth copy.

Minutes of the Academic Council are considered official notification and documentation of actions approved.

Recommendations of the Admissions and
Academic Standards Committee
September 25, 1980

Council Agenda Items

V A 1. If a student dropped from the University for scholastic reasons, applies for readmission, the department to which admission is desired must be specified and admission is contingent upon acceptance of the student by that department.

2. Dates for adding/dropping classes
The committee recommends no change.
*

3. Date for dropping without penalty
The committee recommends no change.

4. Blank diplomas at commencement
The committee recommends no change.

5. Granting extenuating circumstances
The committee recommends the following change:

The certification of extenuating circumstances for dropping a course without a grade of F will be the responsibility of the students advisor and department chairman.

The committee further recommends that a special form be provided to implement these recommendations and that they become effective no later than the beginning of the fall semester of 1981.

6. Mid semester grades and free drop period
The committee recommends no change.

*7. Last date for dropping a class

The committee recommends that the last date to drop a class—for whatever reason—be moved forward from the last day of class to one week prior to the last day of class.

To be effective starting fall semester of 1981.

Academic Council Meeting
for
September 25, 1980

Motion #1: "That out of state tuition be waived for ~~the year of matriculation~~
of National Merit Finalists and semi-finalists."

Motion #2 for Referral:

The Academic Council wishes to endorse any positive action which would appreciably improve the safety of UMR students crossing Hwy. 63 near Thomas Jefferson Dormitory.

Out-of-State Tuition Revision

The University of Missouri-Rolla is involved in the development of an Honors Program which is designed to attract students of outstanding academic abilities. The chances for success of such a program depends upon our ability to draw upon the widest possible geographical area.

Prior to 1970, when out-of-state tuition was negligible, as many as 30% of our student population was out-of-state, with a large contribution from southern Illinois. This number has been 10% or less for the last several years, due in part to the rapid increase in out-of-state fees.

An honors program should place heavy emphasis on the recruitment and retention of students who have scored well and have been recognized by the National Merit Scholarship Program. The Physics Department R&R Committee respectfully requests that the University take steps such as the following to make us competitive in attracting students of this caliber.

(1) Any named scholarship available through a university department which carries an annual stipend of \$500 (\$1,000 ? \$1500 ? negotiable) or more shall qualify the recipient for the remission of out-of-state fees.

(2) Any entering student who has been selected as a Semi-finalist or Finalist under the National Merit Scholarship Program shall be relieved of the requirement for payment of out-of-state fees as long as the person's academic performance at UMR qualifies them for the Dean's Honor Roll in their school or college.

MEMORANDUM TO: UMR FACULTY

RE: AGENDA for the Academic Council Meeting, Thursday,
September 25, 1980, at 1:30 p.m. in Room 227 of
Fulton Hall.

- I. Memorial Resolution
Dean Theodore J. Planje D. Day
- II. Approval of the minutes of the August 28, 1980, meeting of the Academic Council.
- III. Unfinished Business - None
- IV. Administrative Reports and Responses to Actions Approved by the Council
 - A. Administrative Reports
 - 1. Academic Planning (10 min.) T. Fort
 - B. Administrative Response - None
- V. Reports of Standing and Special Committees
 - A. .0406.02 Admissions & Academic Standards (10 min.) R. Russell
 - 1. Policy regarding readmission of students dropped for scholastic reasons (Jan. 24, 1980; IX, 5.23)
 - 2. Dates for adding/dropping classes (June 19, 1980; IX, 11.7)
 - 3. Date for dropping without penalty (June 19, 1980; IX, 11.7)
 - 4. Blank Diplomas at commencement (June 19, 1980; IX, 11.7)
 - 5. Granting extenuating circumstances (June 19, 1980; IX, 11.7)
 - 6. Mid-semester grades and free drop period (June 19, 1980; IX, 11.7)
 - B. .0406.09 Personnel (5 min.) J. Johnson
 - 1. Policy Memo Codification (Oct. 25, 1979; IX, 3.17)
 - C. .0406.11 Rules, Procedures & Agenda (No Report) R. Schowalter
 - 1. Review of By-laws for possible changes (August 28, 1980; X, 1.15)
 - D. .0406.12 Student Affairs (5 min.) G. Lewis
 - 1. Procedure for student grade appeals (June 19, 1980; IX, 11.7)
 - 2. Summer credit hour limit (August 28, 1980; X, 1.16)
 - E. .0407.05 Tenure (No Report)
 - 1. Dismissal of Tenured Faculty (Oct. 25, 1979; IX, 3.14)
 - F. Intercampus Faculty Council (No Report) G. Patterson
- VI. New Business
- VII. Announcements
 - A. Referrals P. Stigall
 - 1. Tenure
 - a. Financial Exigency Policy

*Supplementary material sent to Academic Council Members and Department Chairmen.

RESOLUTION TO THE ACADEMIC COUNCIL

WHEREAS: The United States of America faces diplomatic crises in political, diplomatic, and military affairs. The Soviet invasion into Afghanistan caught the United States unprepared. Even the Soviet defector to the American Embassy in Kabul found no one who could speak with him in Russian. Likewise the holding of the hostages in Iran and the recent war between the Iraqi and Iranian governments jeopardizes American interests in the Mid-East.

WHEREAS: The United States of America continues to face economic problems throughout the world. Japanese and German businessmen are taking our markets both within the United States and in other countries. American businessmen know only English, while Japanese, German, and others learn and speak the languages of the countries with which they are dealing.

WHEREAS: UMR faculty are frequently having sabbatical leaves and attending scientific conferences in various foreign countries. Most of them do not know the language of the country they visit and neither deliver reports in the language of that country nor understand the reports given in that language.

WHEREAS: The President of the United States over a year ago formed the President's Commission on Foreign Languages and International Studies. Last November this Commission reported to the President that "American incompetence in foreign languages is nothing short of scandalous, and it is becoming worse." It also reported that there are about 10,000 English-speaking Japanese business representatives on assignment in the United States, while there are fewer than 900 American counterparts in Japan.

WHEREAS: The House of Representatives and the Senate have passed and the President has signed the New Title VI of the Higher Education Act to assist in the development of resources and trained personnel for international study, international research, and foreign language study. This legislation was in response to the report of the President's Commission.

WHEREAS: Less than 4% of the UMR students enroll in the study of foreign languages. The B.S. requirements even exclude foreign language study, but many scientists, engineers, and businessmen must deal with foreign peoples in their vocations.

BE IT RESOLVED: That each School or College as well as each Department re-examine its requirements for graduation to include, re-instate, or strengthen its language requirements. As a minimum, language study should be an entrance requirement and at least 3 semesters of foreign language study at UMR a graduation requirement for all students.

REPORT TO ACADEMIC COUNCIL ON THE SEPTEMBER 25, 1980

MEETING OF THE INTERCAMPUS FACULTY COUNCIL:

President Olsen first reviewed progress on the 1981-82 budget. The Coord. Board on Higher Education had approved most of the capital budget requests. The top five requests are *new construction* Lib. Storage 5MM, Ag. Eng. 5MM, Min. Eng. (UMR) 12MM, Health Sci. Lib. (UMC) 110MM, Law Bldg. (UMC) 438MM.

The 1981-82 operating budget has been discussed with the CBHE. Most increases from 1980-81 are to cope with inflation. a 12.6% S&W increase is being discussed. A formal hearing on the operating budget before the CBHE Fiscal Affairs Comm. was held on October 13.

A supplementary request of \$227,000 for the School of Optometry for 1980-81 has been made.

President Olsen discussed fund raising for the University. He stated that he and his office will be more active in coordinating fund raising efforts in the future.

Although the Faculty Grievance Procedures and possible changes were discussed, no action was taken. The item will be on future agenda.

Little progress was made in discussions of the Financial Exigency Document. There is a feeling on the part of the administration that since most of the faculty protections included in the Document are already part of the Tenure Provisions the document should not be presented to the Board of Curators for approval. The IFC did not generally agree. The item will remain on the agenda.

The Academic Plan Update was scheduled for presentation to the Board of Curators meeting in October.

Some discussion was held on the criteria for distribution of Weldon Springs Funds for research. More discussion on criteria for 1981-82 will be held at the next IFC meeting.

The Investment Review Committee (UMR member is Bill Brooks) will be meeting directly with the bankers responsible for fund management. Reports of these meetings will be available in the future.

A new agenda item is a discussion of University policies on research funding from private industry. Of particular interest are patent provisions and indirect charges, which have had inhibitory effects on industrial funding of our research. Robert Wolf, Chairman of the UM Patent Committee, and Paul Keenan, Dir. of Research, and Tom Collins, Vice-President for Research, will be present at the next meeting.

0550C.

Academic Affairs,
Respectfully,



G. K. Patterson

Paul Keenan, Dir.
of Research
Program
Services

MEMORANDUM TO: UMR Academic Council

FROM: UMR Curricula Committee

SUBJECT: Curricula Committee (1980-81) Report #2

DATE: October 21, 1980

The following new course additions and course change request have been made to the UMR Curricula Committee and, after consideration, are herewith recommended to the Academic Council for approval.

A. NEW COURSE ADDITIONS:

1. Electrical Engineering 390; Undergraduate Research
Variable credit
Prerequisites: None

Catalog description: Designed for the undergraduate student who wishes to engage in research. Not for graduate credit. Not more than six (6) credit hours allowed for graduation credit. Subject and credit to be arranged with the instructor.

Justification: Will be required of Honors students in EE to satisfy the required 3 hours of research in the program. Regular students will not normally be enrolled in EE 390.

2. Engineering Management 333; Management Information Systems
Lecture 3 hours; Total 3 credit hours
Prerequisites: None

Catalog description: Study of the operational and managerial information needs of an organization. Emphasis is on the information needed throughout an organization and on information systems to meet those needs.

Justification: Information is a basic resource of the business firm. Organizations require information systems to meet the operational needs of the firm and to support decision making. The addition of an information systems course directed at management would prepare our graduates to deal with the information resource in the same way that they are currently prepared to deal with the material, personnel, and financial resources.

- B. COURSE CHANGES: Credit Hours (CH)
Prerequisites (P)
Course Title (CT)
Catalog Description (CD)
Course Number (CN)

October 21, 1980

1. Metallurgical Engineering 303; Ferrous Process Metallurgy

CT to Introduction to Ferrous Extractive Metallurgy

CH to Lecture 2 hours; Total 2 credit hours

CD from Survey of modern iron and steel making and fabrication. Applications of thermodynamics and kinetics to new methods. Energy and environmental problems related to industry. Direct reduction, vacuum and continuous casting. Computer techniques used where applicable.

to Survey of modern iron and steelmaking processes from raw material preparation to ingot and continuous casting. Emphasis placed on understanding principles of processes. New and existing processes are studied with respect to raw material needs, energy consumption, and environmental problems.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "N. Tsoufanidis". The signature is written in a cursive style with a large initial "N".

Nicholas Tsoufanidis, Chairman
UMR Curricula Committee

MEMORANDUM TO: UMR FACULTY

RE: AGENDA for the Academic Council Meeting, Thursday, October 23, 1980, at 1:30 p.m. in Room 227 of Fulton Hall.

- I. Approval of the minutes of the September 25, 1980, meeting of the Academic Council.
- II. Unfinished Business
 - Tabled Motions
 - *A. .0406.02 Admissions & Academic Standards R. Russell
 - 1. Policy regarding readmission of students dropped for scholastic reasons (Jan. 24, 1980; IX, 5.23) (Sept. 25, 1980; X, 2.9)
 - 2. Granting extenuating circumstances (June 19, 1980; IX, 11.7) (Sept. 25, 1980; X, 2.13)
 - **B. 1. Resolution - Safety Policy for T. J. Hall R. Bell (Sept. 25, 1980; X, 2.23)
- III. Administrative Reports and Responses to Actions Approved by the Council
 - A. Administrative Reports - None
 - B. Administrative Response - None
- IV. Reports of Standing and Special Committees
 - A. .0406.06 Curricula (5 min.) N. Tsoulfanidis
 - *1. Report #1 1980-81
 - B. .0406.09 Personnel (No Report) J. Johnson
 - 1. Policy Memo Codification (Oct. 25, 1979; IX, 3.17)
 - C. .0406.11 Rules, Procedures & Agenda (No Report) R. Schowalter
 - 1. Review of By-laws for possible changes (August 28, 1980; X, 1.15)
 - D. .0406.12 Student Affairs (15 min.) G. Lewis
 - 1. Procedure for student grade appeals (June 19, 1980; IX, 11.7)
 - 2. Summer credit hour limit (August 28, 1980; X, 1.16)
 - *3. Approval of Constitution for New Student Organization
 - 1. Southwinds
 - 4. Withdrawal of Approval
 - 1. Society of Allied Weights Engineers
 - E. .0406.13 Student Awards & Financial Aids (No Report) J. Bayless
 - 1. Waiver of out-of-state fees for National Merit Scholars (Sept. 25, 1980; X, 2.22)
 - F. .0407.05 Tenure (10 min.) O. Crosser
 - 1. Dismissal of Tenured Faculty (Oct. 25, 1979; IX, 3.14)
 - *2. Financial Exigency Policy (Sept. 25, 1980; X, 2.24)
 - G. Intercampus Faculty Council (5 min.) G. Patterson
- V. New Business
- VI. Announcements
 - A. Referrals P. Stigall
 - 1. Publications
 - a. Organization and Indexing the Student Manual of Information

* Supplementary material sent to Academic Council Members and Department Chairmen.

** Resolution stated in Academic Council Minutes of September 25, 1980.



UNIVERSITY OF MISSOURI-ROLLA

Academic Council
Room 17, Library
~~217 Park Center~~
Rolla, Missouri 65401
Telephone: (314) 341-4871

SUMMARY of reports, actions and announcements at the Academic Council meeting of October 23, 1980.

1. Unfinished Business.

Admissions & Academic Standards Committee Report: Dr. R. R. Russell
Safety of Students Crossing Hwy. 63: Professor Bell

2. Curricula Committee Report: Professor Tsoulfanidis

3. Rules, Procedures & Agenda Committee Report: Professor Schowalter

4. Student Affairs Committee Report: Professor Lewis

Student Grade Appeal Procedure

Summer Credit Hour Limit

Approval of Constitution for New Student Organization - Southwinds

Withdrawal of Approval of Society of Allied Weights Engineers
and Pershing Rifles

5. Tenure Committee Report

6. Intercampus Faculty Council Report: Dr. James Johnson

7. New Business

Resolution - Dr. David Law (see attachment # 1)

8. New Referrals: Chairman Paul D. Stigall



Chairman Paul D. Stigall called the meeting of the Academic Council to order at 1:30 p.m. on Thursday, October 23, 1980, in Room 227 of Fulton Hall; and announced the following substitutions: Dr. R. B. Oetting for Dr. H. J. Sauer, Dr. James Johnson for Dr. Gary Patterson, Dr. Arthur Morris for Prof. Robert Wolf, and Dr. Howard Pyron for Dr. Thomas Baird. Dr. Gabriel G. Skitek is a new Council representative from the Electrical Engineering Department.

X, 3 Chairman Stigall asked for any revisions or corrections to the minutes of the
.1 September 25, 1980 meeting. Hearing none, he ruled them approved as circulated.

X, 3 UNFINISHED BUSINESS. Dr. Robert Russell, Chairman of the Admissions & Academic
.2 Standards Committee moved that Item #1 of the committee report* (Full Copy) be accepted by the Council. The motion was seconded. Dr. Law moved that the report be amended to state that *"the dean will make decisions regarding readmission of students who have not declared a major."* The amendment was seconded by Professor Smith. Dr. Law stated that this amendment would cover the student who takes only a few courses at UMR and has not declared a major. There are some students who attend UMR for one to two semesters but then plan to transfer to another college and therefore do not declare a major at UMR. The question arose as to which Dean was referred to in the amendment. Dr. Law stated that most students who have not yet declared a major are in the College of Arts and Sciences. It was recommended that this amendment be added in parentheses after section IX.2.d of the Manual of Information.

Professor Schowalter stated that the amendment should not be placed after the italicized section because this section is dealing with students who have declared a major. Dr. Tsoulfanidis reminded the Council that the original motion was to consider how students who had been dropped for scholastic reasons from UMR could be readmitted, and that the original motion did not include students who had not declared a major. Professor Schowalter moved that the amendment be referred to the A&AS Committee for further recommendation. The motion was seconded by Dr. Christensen and carried.

X, 3 Professor Schowalter proposed the following amendment be added after the
.3 words "...towards a degree in that department."

*"All subsequent transfers should be approved
by the department to which the student requests
transfer."*

The motion was seconded.

Professor Schowalter stated that he introduces this motion because many students switch to another department, take easy courses, are removed from probation and transfer back to the original department. The motion carried.

Chairman Stigall called for a vote on the motion to accept Item #1 of the A&AS Committee report as amended. The motion carried.



UNIVERSITY OF MISSOURI-ROLLA

Academic Council
105 Parker Hall
Rolla, Missouri 65401
Telephone (314) 341-4871

Correction to Minutes of October 23, 1980

Paragraph X, 3.5 (the following sentence should be added after the last sentence of the third paragraph)

"The resolution was seconded and carried unanimously."

X, 3 Dr. Russell moved that Item #5 of the committee report be accepted. It was
.4 seconded by Professor Schowalter. Professor Schowalter moved that an editorial
change be made in Item #5 substituting the word "*certified*" for "*recommended*."
It was seconded and carried. Chairman Stigall called for a vote on the motion
to accept Item #5 of the A&S Committee Report as amended; the motion carried.

X, 3 Professor Bell read the motion concerning safety of students crossing Hwy. 63
.5 from Thomas Jefferson Hall* (Full Copy; X, 2.23). Professor Bell stated that
he has talked with Mr. Hensley, Buildings and Grounds Department at Stevens
College in Columbia. The construction cost of the overpass in Columbia in
1970 was \$30,000 for the overpass span and \$45,000 for the accesses on both
sides of the span (Stevens College owned the property on both sides). The
State Highway Department paid one-half of the cost and the City of Columbia
paid for the other half. Professor Bell has talked with Dean Robertson, Mr.
Wollard and others and feels that financing is very difficult. He questioned
if some of the funds for the addition to the Thomas Jefferson dormitory should
be used to build an overpass.

Chancellor Marchello thanked Professor Bell for his thorough investigation and
stated that the construction of a tunnel under Hwy. 63 is also being considered.
A consulting firm from St. Louis has been approached about the use of a tunnel
or an overpass and the present feeling is that a tunnel would be better.
This will cost approximately \$200,000 - \$300,000 and could run as much as
one million. Chancellor Marchello also stated that landscape architecture
and building barriers in certain areas are also being considered to help
alleviate the problem. A request for funds necessary to solve this problem
may be included in the appropriations request for next year. Board of
Curators member Rex Williams and President Olson are aware of this problem.
The Chancellor felt that a statement from the Academic Council recognizing
this need would be very helpful in acquiring these funds.

Professor Bell suggested the following resolution: "*that the present motion
before the Academic Council concerning the safety of UMR students crossing
Hwy. 63 be a supportive statement of concern to aid the administration in
acquiring funds to resolve the problem.*"

X, 3 CURRICULA COMMITTEE. Professor Tsoulfanidis moved that the Curricula Committee
.6 Report of September 25, 1980, concerning the standard catalog description for
390 courses* (Full Copy) be approved by the Council. The motion was seconded
by Professor Smith and carried.

X, 3 RULES, PROCEDURES & AGENDA COMMITTEE. A committee progress report was given
.7 by Professor Schowalter. The review of the By-laws is presently underway.
Prof. Wolf has written to the various Council committees providing each with
a copy of the portion of the By-laws that specifically applies to that
committee, and asked for their recommendations concerning the By-laws review.
The committees are to submit their recommendations to the RP&A Committee by
December 1.

- X, 3 STUDENT AFFAIRS COMMITTEE. Dr. Lewis referred to the Student Affairs Report*
.8 (Full Copy) handed out at the meeting. Item #1: The committee is preparing the final draft for the student grade appeal procedure, and hopefully it will be ready for the next Academic Council meeting. Item #2: The committee will have a report on summer credit hour limit in December.
- X, 3 Item #3: Dr. Lewis moved that the Council approve the constitution of the
.9 student organization Southwinds. It was seconded by Professor Schowalter. A question was raised as to what are the creative activities referred to in Section 2 of the constitution. Dr. Smith stated that Southwinds is a magazine and includes creative writing, photography and art. It was suggested that the last sentence in section 8 stating that the advisor come from the English department be deleted. It was felt that the advisor may be from any discipline. Dr. Lewis stated that he felt the students had the right to choose their own faculty advisors. The question was raised if a student organization constitution could be amended by the Council. Dr. Smith stated "no", but that the Council could return it for changes. Dr. Pursell moved that the constitution be referred back to the committee. The motion failed. The motion to approve the constitution of Southwinds carried.
- X, 3 Dr. Lewis reported to the Council that at the request of the corresponding
.10 academic advisors the Student Affairs Committee has withdrawn recognition of two student organizations: Society of Allied Weights Engineers and Pershing Rifles.
- X, 3 TENURE COMMITTEE. In the absence of Dr. Crosser, Professor Schowalter moved
.11 that the Council accept the report of the Tenure Committee circulated with the agenda and that this item be removed from the agenda. The motion was seconded and carried.
- X, 3 Dean Robertson stated that the financial exigency draft had been circulated
.12 with the Council minutes of August 28, 1980 and that the recommendations from the Council committees were to be forwarded to the Intercampus Faculty Council. He suggested that this report from the Tenure Committee be forwarded to the Intercampus Faculty Council as a recommendation.
- X, 3 INTERCAMPUS FACULTY COUNCIL. Dr. James Johnson reported for Dr. Gary
.13 Patterson. Dr. Patterson's report is as follows: "President Olson first reviewed progress on the 1981-82 budget. The Coord. Board on Higher Education had approved most of the capital budget requests. The top five new construction requests are: Library Storage \$5 million; Agricultural Engineering \$5 million; Mining Engineering (UMR) \$12 million; Health Sciences Library (UMC) \$110,000; Law Building (UMC) \$438,000.

"The 1981-82 operating budget has been discussed with the CBHE. Most increases from 1980-81 are to cope with inflation. A 12.6% S&W increase is being discussed. A formal hearing on the operating budget before the CBHE Fiscal Affairs Comm. was held on October 13. A supplementary request of \$227,000 for the School of Optometry for 1980-81 has been made.

"President Olson discussed fund-raising for the University. He stated that he and his office will be more active in coordinating fund-raising efforts

in the future. Although the Faculty Grievance Procedures and possible changes were discussed, no action was taken. The item will be on future agenda.

"Little progress was made in discussions of the Financial Exigency Document. There is a feeling on the part of the administration that since most of the faculty protections included in the Document are already part of the Tenure Provisions the document should not be presented to the Board of Curators for approval. The INFC did not generally agree. The item will remain on the agenda.

"The Academic Plan Update was scheduled for presentation to the Board of Curators meeting in October. Some discussion was held on the criteria for distribution of Weldon Springs Funds for research. More discussion on criteria for 1981-82 will be held at the next INFC meeting.

"The Investment Review Committee (UMR member is Bill Brooks) will be meeting directly with the bankers responsible for fund management. Reports of these meetings will be available in the future.

"A new agenda item is a discussion of University policies on research funding from private industry. Of particular interest are patent provisions and indirect charges, which have had inhibitory effects on industrial funding of our research. Robert Wolf, Chairman of the UM Patent Committee, Paul Keenan, Director of Research Program Services, and Tom Collins, Associate Vice-President for Academic Affairs, will be present at the next meeting."

Professor Smith moved the Intercampus Faculty Council report be incorporated into the Academic Council minutes; it was seconded and carried.

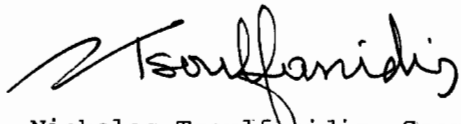
- X, 3
.14 NEW BUSINESS. Dr. Law read the attached resolution (attachment #1). Chairman Stigall stated that since this resolution had not been circulated with the agenda, it could not be voted on at this meeting unless the Council members so decided. Professor Schowalter suggested that the resolution be circulated with the minutes of this meeting and be included as an item of new business on the agenda for the November 20, 1980 meeting.
- X, 3
.15 Professor Schowalter moved that a referral be made to the Admissions and Academic Standards Committee concerning the definition of the terms "*unclassified*," "*undecided*," and "*restricted*" in reference to students and the use of corresponding forms. The motion was seconded by Dr. Law. Professor Schowalter expressed the opinion that forms related to scholastic matters should be included in the Manual of Information. Professor Russell questioned the authority of the Manual of Information. Dean Robertson stated that it is the document by which student conduct and progress at UMR is monitored. The motion carried.
- X, 3
.16 Dr. Pursell stated that there is some concern about students forging signatures of advisors and instructors on these forms. The suggestion was made that the Registrar's office prepare a new form for this purpose and that the form should be made with multiple copies—one to be returned to the advisor and one to the instructor.

X, 3
.17

NEW REFERRALS. Chairman Stigall stated that a referral has been made to the Publications Committee regarding organization and indexing of the student Manual of Information. He also stated that a referral has been made to the Facility Planning Committee regarding conversion of classrooms to office space. Professor Schowalter stated that the Space Allocations Committee must give approval for changing classrooms to offices. Dr. Stigall stated that a group of faculty members feels that too many classrooms are being converted to offices.

The meeting was adjourned at 2:50 p.m.

Respectfully submitted,



Nicholas Tsoulfanidis, Secretary

*Complete document filed with the smooth copy.

Minutes of the Academic Council are considered official notification and documentation of actions approved.

REPORT TO ACADEMIC COUNCIL

October 23, 1980

- Item 1: A final draft of a student grade appeal procedure is being prepared. It should be ready for council action in November. It should accompany the November agenda.
- Item 2: Several proposals are being considered. It is expected that a recommendation will be made to the academic council in December.
- Item 3: The constitution of Southwinds has been considered by both the Student Activities Office and the Student Affairs Committee. It is moved that the constitution be approved (G. Warren).
- Item 4: The academic advisor of the Society of Allied Weights Engineers has requested withdrawal of recognition. The Student Affairs Committee has passed a motion to withdraw recognition (Linhof).

The Military Science Department has requested that recognition be withdrawn for the Pershing Rifles. The Student Affairs Committee has passed a motion to withdraw recognition.

**From the Desk of
Laurie Armstrong**

Dr. Stigzell:

Col. Butler of Mil. Sci.
will not be able to make
the Academic Council
Meeting on Thursday.

Laurie



UNIVERSITY OF MISSOURI-ROLLA

School of Engineering

Department of Chemical Engineering

143 Chemical Engineering Bldg.
Rolla, Missouri 65401
Telephone (314) 341-4416

October 22, 1980

MEMO TO: Paul Stigall, Chairman, Academic Council

FROM: Gary K. Patterson, Chemical Engineering

A handwritten signature in black ink, appearing to read 'GKP', written over the end of the 'FROM' line.

Please allow James W. Johnson of the Chemical Engineering Department to substitute for me with voting privileges at the October 23, 1980 meeting of the Academic Council.

GKP:mb

Paul,

Dr. Pyron is representing A Sc
for me.

A.B.



UNIVERSITY OF MISSOURI-ROLLA

School of Engineering

Department of Mechanical
and Aerospace Engineering

Mechanical Engineering Building
Rolla, Missouri 65401

Telephones: Chairman 314-341-4662
Faculty 314-341-4661

10/22/80

This is to certify that R. B. Oetting
has my proxy for the Academic Council
meeting of October 23, 1980.

A. J. Sauer, Jr.

ADMISSIONS AND ACADEMIC STANDARDS COMMITTEE

The committee will recommend for consideration the following statements regarding the two items laid on the table at the Academic Council meeting of 25 September 1980.

(Deletions are in brackets, additions in italics.)

Item #1. Manual of Information, June 1979 IX.2.C p. 53

"If you have been dropped for scholastic deficiency you may continue your enrollment during a summer session but will not be allowed to enroll for a fall semester or a spring semester without permission of the chairman of the department in which you are majoring. *If you desire to change departments and apply for readmission, the department to which admission is desired must be specified and admission is contingent upon your acceptance by that department and upon your pursuing the prescribed program of course work toward a degree in that department.*

Credit earned in courses taken during a summer session, intersession or during a co-op work period shall not be used to change your probationary status at the end of the summer session, intersession, or co-op work period.

d. In all cases of scholastic deficiency, if you are so affected you may appeal to the dean of the school or college in which you are enrolled for reconsideration.

Item #5. Manual of Information IV 2, p. 49

2. Effect on Grade of Dropping Courses. If you officially drop a course after two weeks past mid-semester (one week past mid-semester during summer session), a grade of F will be recorded (on your record by the Registrar) unless extenuating circumstances are [certified by the instructor of the course].

recommended by your advisor and department chairman to the instructor of the course on a special form provided for that purpose. The final decision will be made by the instructor.



UNIVERSITY OF MISSOURI-ROLLA

September 25, 1980

Nuclear Engineering
Building C
Rolla, Missouri 65401
Telephone (314) 341-4720

MEMO TO: UMR Academic Council
FROM: UMR Curricula Committee
SUBJECT: Catalogue Description of course numbered 390

During its May 15, 1980 meeting the UMR curriculum approved the following description for the 390 course:

STANDARD CATALOG DESCRIPTION FOR 390 COURSES

UNDERGRADUATE RESEARCH - Designed for the undergraduate student who wishes to engage in research. Not for graduate credit. Not more than six (6) credit hours allowed for graduation credit. Subject and credit to be arranged with the instructor.

I move for approval by the Academic Council.

A handwritten signature in cursive script that reads "N. Tsoulfanidis".

Nick Tsoulfanidis
Chairman, UMR Curriculum Committee

NT/bv
cc: Del Price



UNIVERSITY OF MISSOURI-ROLLA

School of Engineering

Department of Chemical Engineering

143 Chemical Engineering Bldg.
Rolla, Missouri 65401
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October 8, 1980

MEMO TO: Tenure Committee
FROM: O. K. Crosser *O. K. Crosser*
RE: Minutes From Last Meeting

The Committee assembled at 3:30 pm October 7 and agreed upon the following response to the referral of the Policy and Procedure Statement on Financial Exigency by the Academic Council September 24, 1980:

The Committee believes there is no contradiction between the Tenure Regulations and the Policy and Procedure Statement on Financial Exigency. However, the Committee wishes to emphasize that this statement implies the formation of a committee of faculty which is to be informed by the administration of the financial status of the University, and which will participate with the administration in decisions that are taken as a result of conditions of financial exigency.

The Committee objects to the Policy and Procedure Statement on Discontinuance of Programs or Departments of Instruction where it implies that tenure is awarded to a faculty member only within a program unit, and the Committee emphasizes that this section implies an "... appropriate standing committee of faculty..." will be informed by the chancellor of his consideration that a program be discontinued.

The Committee presumes, that award of tenure applies to the entire UMR campus and not just to individual departments or program units.

OKC:mb

ATTACHMENT # 1

Report to UMR Academic Council on
October 23 Meeting of the
Intercampus Faculty Council (IFC)
by G. K. Patterson

1. 1981-82 Budget-President Olsen indicated that the coordinating Board for higher education reduced the 12.6% Compensation Adjustment request to 10.5% for the 1981-82 budget.

Some special programs were eliminated with most of the funds moved to the E and E adjustment.

A 6 million dollar enrollment adjustment is in the CBHE recommendation.

2. 1980-81 Operating Funds-A 3% reduction may be requested by the governor because of low state revenues this year.

3. Academic Plan-Further documentation for few programs recommended by the campuses was requested of the Chancellors. Presumably, some will be dropped before a plan is submitted to the Board of Curators. Chancellor Marchello's office should have details.

4. Financial Exigency-UM administration is in favor of dropping the document, but, at the request of the IFC, President Olsen is reconsidering the possibility of a shortened document. He will give his decision at the next IFC meeting, December 2.*

5. Faculty Grievance Procedures-President Olsen recommended at the October 2 University Cabinet Meeting that the procedures be changed to allow both the grievant and the accused to be present at all hearings. The UMC Faculty Senate does not want this change.

6. Federal Grants-Some universities now have to give detailed effort reports on grants.

7. Weldon Springs Fund-The same grant guidelines as last year will be followed this year. Proposals probably due in March. About one million/dollars available for 1981-82.

*IFC = Intercampus Faculty Council.

8. Patent and Overhead Policy for Industrial Grants-The chairman of the University Patent Committee, Robert Wolf, and Paul Keenan, Director of Research Program Services, reviewed patent and overhead policy, particularly how they interact for industrial grants and contracts. It was emphasized that, if adequate groundwork is laid to assure a patent license agreement between the University and the company, much trouble and delay can be avoided. Also under such conditions the federal overhead rate would usually be approved. Mel George, V.P. for Academic Affairs, recommended a stepped-up educational effort by the patent committee.

9. UMIST-Tom Collins, Assoc. V.P. for Academic Affairs, described the development of the University of Missouri Institute for Science and Technology, a matrix type of organization for handling large grants of money from diverse sources for comprehensive research efforts, usually multicampus in nature.

Minutes of Publications Committee Meeting
3:30 p.m., November 5, 1980
Room 229 Fulton Hall

Present: J.B. Clark, Chairman Absent: S. Trimble
 D.C. Look L. Koval
 P.L. Plummer
 L. Waggoner

The committee met after at least a three year gap of no meetings.
Two items were discussed:

1) Possible revision of the By-Laws.

The committee discussed the first section of the By-Laws .1001. It was decided that the committee could only consider those publications that bore the UMR imprimatur--namely, the name and logo. Scholarly publications of the faculty did not come under the scope of the committee. Some discussion occurred as to whether the committee should review the Proceedings of conferences that bear the UMR name, but it was concluded that the committee could not really evaluate these Proceedings.

The By-Laws were amended to read:

.1001 This committee is to recommend policy for UMR external publications bearing the UMR imprimatur. This includes but is not limited to assuring the quality of material published.

.1002 This section is to remain unchanged.

2) The request by Chairman Stigall that the committee consider the arrangement of the "Manual of Information".

It is generally agreed that this publication needed a comprehensive index, a new map and a detailed table of contents.* Lynn Waggoner said that this would be done in the coming publication.

General discussion followed on the duties of the committee. Lynn Waggoner said that she would send the committee copies of the UMR publications for our perusal as to taste, etc. Also, she might ask the committee's opinion on those publications in which there is a difference of opinion as to taste between the authors and OPI.

The meeting adjourned at 4:20 p.m.

cc: Paul Stigall
Chairman, Academic Council
R.V. Wolf
Chairman-Elect

* A telephone number to call in order to find an item in the Manual should be incorporated also.

STUDENT AFFAIRS (10 min.)

G. Lewis

1. Recognition of new student organization - Sisters of the Gold Rose of Beta Sigma Psi Fraternity, Missouri Eta Chapter.
2. Procedure for student grade appeals.

MEMORANDUM TO: UMR FACULTY

RE: AGENDA for the Academic Council Meeting, Thursday, November 20, 1980, at 1:30 p.m. in Room 227 of Fulton Hall.

- I. Approval of the minutes of the October 23, 1980, meeting of the Academic Council.
- II. Unfinished Business
Tabled Motions:
 - **A. 1. Resolution - Foreign Language Requirements D. Law
(Oct. 23, 1980; X, 3.14)
- III. Administrative Reports and Responses to Actions Approved by the Council
 - A. Administrative Reports - None
 - B. Administrative Response - None
- IV. Reports of Standing and Special Committees
 - A. .0406.02 Admissions & Academic Standards (No Report) R. Russell
 1. Readmission of Students - Undeclared major
(Oct. 23, 1980; X, 3.2)
 2. Definition of terms—"unclassified," "undecided,"
and "restricted" (Oct. 23, 1980; X, 3.15)
 - B. .0406.06 Curricula (5 min.) N. Tsoulfanidis
 - *1. Report #2 1980-81
 - C. .0406.07 Facilities Planning (No Report) N. Aughenbaugh
 1. Conversion of Classrooms to Office Space
(Oct. 23, 1980; X, 3.17)
 - D. .0406.09 Personnel (No Report) J. Johnson
 1. Policy Memo Codification (Oct. 25, 1979; IX, 3.17)
 - E. .0406.10 Publication (No Report) B. Clark
 1. Organization and Indexing Student Manual of
Information (Oct. 23, 1980; X, 3.17)
 - F. .0406.11 Rules, Procedures & Agenda (No Report) R. Schowalter
 1. Review of By-laws for possible changes
(August 23, 1980; X, 1.15)
 - G. .0406.12 Student Affairs (15 min.) G. Lewis
 - *1. Procedure for student grade appeals
(June 19, 1980; IX, 11.7)
 2. Summer credit hour limit (Aug. 28, 1980; X, 1.16)
 - *3. Recognition of New Student Organization
 1. Sisters of the Gold Rose of Beta Sigma Psi
Fraternity, Missouri Eta Chapter
 - H. .0406.13 Student Awards & Financial Aids (10 min.) J. Bayless
 - *1. Waiver of out-of-state fees for National Merit
Scholars (Sept. 25, 1980; X, 2.22)
 - I. .0407.05 Tenure (No Report) O. Crosser
 1. Dismissal of Tenured Faculty (Oct. 25, 1979;
IX, 3.14)
 - J. Intercampus Faculty Council (5 min.) G. Patterson
- V. New Business P. Stigall
 - *A. Change in Rules for the School of Mines & Metallurgy
- VI. Announcements P. Stigall
 - A. Referrals

* Supplementary material sent to Academic Council Members and Department Chairmen.

** Resolution stated in Academic Council Minutes of October 23, 1980.



UNIVERSITY OF MISSOURI-ROLLA

Academic Council
Room 17, Library
~~10 Parkers Hall~~
Rolla, Missouri 65401
Telephone: (314) 341-4871

SUMMARY of reports, actions and announcements at the Academic Council meeting of November 20, 1980.

1. Unfinished Business.

Foreign Language Requirement Resolution: Professor David Law

2. Curricula Committee Report: Professor Nicholas Tsoulfanidis

3. Publications Committee Report

4. Student Affairs Committee Report: Professor Gordon Lewis

Approval of Constitution - Sisters of the Gold Rose of Beta
Sigma Psi Fraternity, Missouri Eta Chapter

Student Grade Appeal Procedure

5. Student Awards & Financial Aids: Professor Jerry Bayless

Waiver of Out-of-State Tuition

6. Intercampus Faculty Council: Professor Jim Johnson

See Attachment #1

7. New Business: Chairman Paul Stigall

Memo from School of Mines and Metallurgy



Chairman Paul D. Stigall called the meeting of the Academic Council to order at 1:30 p.m. on Thursday, November 20, 1980, in Room 227 of Fulton Hall and announced the following substitutions: Prof. Jerry R. Bayless for Prof. Jack Emanuel, Prof. Lance Williams for Prof. Lawrence Christensen, Prof. Dan Babcock for Prof. William Brooks, and Prof. Jim Johnson for Prof. Gary Patterson. Chairman Stigall also announced a new member of the Academic Council from the Electrical Engineering Department, Professor Tom Herrick.

- X, 4
.1 Chairman Stigall stated that there was a correction to the minutes of the October 23, 1980, Council meeting. The following sentence should be added to page 2, X, 3.5 after the last sentence of the third paragraph of that section: *"The resolution was seconded and carried unanimously."* Hearing no further corrections to the minutes, Chairman Stigall ruled them approved as corrected.
- X, 4
.2 UNFINISHED BUSINESS. Professor Law stated that since the Resolution regarding Foreign Language Requirements was circulated with the minutes of the October 23 Council meeting he would not read it, but he would like to change the Resolution by deleting the last sentence. The last section, therefore, will read: *"BE IT RESOLVED: That each School or College as well as each Department re-examine its requirements for graduation to include, re-instate, or strengthen its language requirements."* Professor Law pointed out that foreign languages are suffering a great handicap on the UMR campus because the B.S. requirements from the College of Arts and Sciences state on page 83 of the 80-82 undergraduate bulletin that 12 hours of humanities, exclusive of foreign languages, are required. The requirements for the School of Engineering and the School of Mines and Metallurgy state on page 90 that a minimum of 6 hours of humanities exclusive of skill courses in English, foreign languages, and speech are required. Professor Law said that these statements in the catalog make it very hard for students to register for foreign languages. He suggested that the requirements be re-studied for the purpose of giving the student more latitude. It was moved that the resolution as circulated with the minutes of the last meeting with the last sentence deleted be approved. It was seconded by Professor Tsoulfanidis.
- X, 4
.3 Professor Tsoulfanidis spoke in favor of the resolution. He also stated that the Accreditation Board for Engineering and Technology (ABET), which replaced ECPD, does not accept foreign languages as humanities. Unless ABET changes its rules, he did not see how foreign languages can be included in the engineering program. Acting Dean Spokes stated that the requirements set forth for engineering curricula by ABET do not deny the possibility of taking languages; what the requirements do state is that there must be a minimum of one semester of humanities-social studies, and a skill course is not a humanities or social studies course. He suggested that if the skill fundamentals could be taught in the first semester of foreign languages, then the second and third semesters could be devoted to acquiring facility through the study of literature or history in that language, and could be accepted as a humanities or a social studies course. Professor Pursell also spoke in favor

of the resolution, stating that the study of foreign languages is very broadening. He suggested that advisors encourage students to take a foreign language as a free elective, as a substitute for another class, or even as a class they might take above and beyond a degree. The question was raised as to whether language classes could be taught on MWF rather than MTWTh, as this limits registration for many students. Professor Law stated that the reason for teaching languages four days is the need to teach the foreign language for the first two semesters of study quite intensively. It was stated that it would be easier to schedule 2 hour classes three times a week than 1 hour classes four times a week. Professor Law stated that this would be taken into consideration. Chairman Stigall called for a vote on the resolution. The resolution passed.

- X, 4
.4 CURRICULA COMMITTEE. Professor Tsoulfanidis moved that Report #2 of the Curricula Committee be accepted by the Council. The motion was seconded by Dean Daane. Professor Pursell raised the question if 390 classes should be accepted without a prerequisite. He felt that there is nothing in the statement to prevent a freshman from enrolling in the course. Professor Pursell moved that the report be amended. He suggested that Electrical Engineering 390 under prerequisites be changed from "None" to "Consent of the Instructor" and that Engineering Management 333 under prerequisites be changed from "None" to "Junior Standing." Professor Tsoulfanidis stated that the description for 390, common for all departments at UMR, states that subject and credit are to be arranged with the instructor. Also, for Engineering Management 333 it is a matter for the advisor not to sign the registration card if a freshman wants to register for this course. Chairman Stigall called for a vote on the amendment. The amendment failed. Chairman Stigall asked if there was any further discussion on the Curricula Committee report. Hearing none, he called for a vote on the motion to accept the report. The motion carried.
- X, 4
.5 PUBLICATIONS COMMITTEE. The Publications Committee Report was handed out at the Council meeting* (Full Copy). Chairman Stigall stated that since this report did not require any action by the Council, he felt that it could be discussed at this time. The first item on the report concerns the review of the Bylaws and is a report to the RP&A Committee in answer to their request. The second item of the report is in response to the organization and indexing of the Student Manual of Information. The motion was made that the Publications Committee report be accepted and the item be removed from the agenda; it was seconded. In answer to a question raised as to the meaning of the note at the bottom of the report, Lynn Waggoner stated that at the present time there is no notation in the Manual as to who published it. She stated that a notation will be made in the new Manual that it is published by the Office of Public Information and a number will be listed to call if there are any questions. The motion carried.
- X, 4
.6 STUDENT AFFAIRS. Professor Lewis discussed first agenda item 3 of the Student Affairs Committee. The Committee has tried to get some additional information, since the last Academic Council meeting, on what its role is with regard to student constitutions. Joe Ward's Office of Student Activities was very helpful in providing the Committee with a packet of material from this campus and the Board of Curators' minutes. There are three reasons why the Council should be approving student organization constitutions. a. These organizations

use University facilities; b. they sometimes request aid from the student activities fund; and c. they sometimes use the University name in identifying the organization for their activities. For these three reasons the faculty is charged with the responsibility of approving or recognizing the organization. The Committee will study further if there is any significant difference in using the terms "*approval*" and "*recognition*" of student organizations. With regard to the new organization that is requesting approval/recognition, the Sisters of the Gold Rose of Beta Sigma Psi Fraternity, the Committee has examined the constitution. The Committee feels that the constitution does comply with all University regulations. Professor Lewis moved that the Council officially recognize the new student organization, Sisters of the Gold Rose of Beta Sigma Psi Fraternity, Missouri Eta Chapter. The motion was seconded and carried.

X, 4
.7 Professor Lewis stated that with regard to the agenda item about student grade appeals, the Student Affairs Committee had met and prepared the draft copy circulated with the agenda. The Committee has met again since then and has prepared the document in final form with a few changes. In section 3 in the fourth sentence, the Committee would like to change the sentence to read: "*Until a decision satisfactory to the student is obtained, the following persons shall be added progressively to form a faculty review group.*" In the last sentence of that same section, the Committee would like to change the statement: "*The decision reached by the total review group*" to "*The decision reached by the faculty review group.*" Section 4 should read: "*If capricious grading is substantiated, the student shall be assigned a grade consistent with the stated course grading criteria.*" This last change takes care of the case when the instructor leaves campus before the decision of the review group can be carried out. With the above stated changes, Professor Lewis moved that the Student Grade Appeal Procedure recommended by the Student Affairs Committee be approved and added to the UMR Manual of Information. At the suggestion of Lauren Peterson this procedure should be added on page 51 in the 80-81 Manual as Section D, #2, Grade Appeal Procedure. The motion was seconded.

X, 4
.8 The question was raised as to the meaning of Section 2.B. "the assignment of a grade to a particular student by resort to more exacting or demanding criteria than were applied to other students in the course." If the intent was to refer to students who were in the course at the same time and not to include students who had taken the course during other semesters, then the amendment was suggested that the words "*at the same time*" be added at the end of Section 2.B. before the NOTE. The amendment was seconded and carried. Professor Pursell questioned if we need such a procedure at UMR or if we are only trying to follow what is being done on other campuses. Dean Robertson stated that there were 4 appeals during the last three semesters. Professor Babcock moved that the report be amended by changing the last word of Section 2.A. from "*course*" to "*class*" and by changing the last word before the NOTE in Section 2.B. from "*course*" to "*class.*" The amendment was seconded. The suggestion was made to change the amendment by substituting the word "*section*" for "*class.*" Professor Babcock agreed to this change. It was felt that this substitution should be made throughout the document. Professor Babcock stated that the word "*course*" should be deleted from Item 4. It was also suggested that the word "*course*" be deleted from Item 1. This was accepted by Professor Babcock. The amendment was clarified as follows: the word "*course*" in Items 2.A. and 2.B. will be changed to the word "*section*" and the word "*course*" in Items 1

and 4 will be deleted. Chairman Stigall called for a vote on the amendment. The amendment carried. Professor Baird moved that with the passage of the second amendment, the words "*at the same time*" are no longer necessary. It was seconded and carried.

X, 4
.9 Professor Geonetta questioned the intent of the Committee as to which grades can be appealed; "Is this the final grade, or any grade given on any assignment?" Professor Lewis stated that it was the intent of the Committee that the procedure apply to the final grade only. Professor Pursell questioned the meaning of the phrase "*stated grading criteria.*" Professor Williams moved that the report be sent back to the Committee and that it be carefully re-worded to include the additions, changes and answers to the different questions raised. The motion was seconded and carried.

X, 4
.10 Chairman Stigall requested that the Council members note any comments they have regarding the grade appeal procedure on their copy of the draft and forward it to Professor Lewis, Chairman of the Committee. Chairman Stigall also reminded the Council members that there is a procedural resolution which states that Council members should review committee reports circulated with the agenda and send any comments they may have regarding the reports to the committee chairmen prior to the Council meeting.

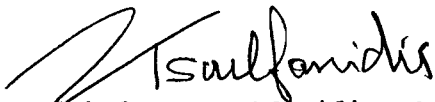
X, 4
.11 STUDENT AWARDS & FINANCIAL AIDS. Professor Bayless stated that the referral concerning waiver of out-of-state tuition from the last meeting was considered by the Committee. It was felt that it is desirable to attract highly qualified students from both in-state and out-of-state. The Committee made a similar proposal about two years ago, which, however, has not yet been implemented. Therefore, the Committee would like to offer this proposal as a substitute to the one referred by the Council. A copy of the proposal was circulated with the agenda. The highlights of the proposal are: that ten waivers of out-of-state tuition be given each year for the next four years for a maximum of 40. Incoming non-Missouri students would be considered for possible selection if, during their last year of high school, they rank in the upper 3% of their class and have attained scores in the 90th percentile on standard recognized tests. Demonstrated leadership ability will be a consideration in the selection. Professor Bayless suggested that the Council accept this substitute proposal. Professor Schowalter moved that the Council endorse the recommendation of the Committee. It was seconded. Professor Smith questioned what kinds of comparisons can be made between students eligible under National Merit and those under the 90th percentile. Professor Bayless explained that the National Merit student would be higher than the 90th percentile—in the 99th percentile—and this proposal would open the opportunity for tuition waiver to more students who would also be highly qualified, but are not National Merit finalists.

X, 4
.12 Professor Baird, a member of the committee that considered the first proposal, stated that the committee felt it would be unfair to limit a waiver of fees to National Merit finalists but that all students who are in the upper 3% of their class should be eligible. It was his understanding that the Board of Curators had approved the first proposal, but that it has not as yet been funded. He felt the Council could now re-endorse the proposal which the Board had already approved. Professor Wolf said that if this proposal were to go forward to the Board of Curators and be approved by the Board it could

constitute a waiver of fees by the Curators just as the Curators Awards are at the present time to in-state high school graduates, and, thus, it would not require campus money to support the scholarships. Chairman Stigall thought that the Curators had already voted and approved this proposal. Professor Wolf felt that they had not voted on this. They had stated that if the campus wants to offer scholarships to these people, it certainly has the right to do so, but the campus will also have to supply the money. Chancellor Marchello stated that it would be a much more flexible document if the numbers limiting the scholarships were removed. He felt the committee and circumstances would take care of the number of scholarships. The Chancellor believes that there will be a drastic change in funding available to students in the next few years.

- X, 4
.13 Professor Baird moved that the proposal be referred back to the Committee to incorporate into the original document, all the ideas suggested at this meeting, e.g. to remove all numbers, and to bring it back next month. The motion was seconded and carried.
- X, 4
.14 INTERCAMPUS FACULTY COUNCIL. Professor Jim Johnson gave the attached report (Attachment #1) for Dr. Gary Patterson. Professor Smith moved that the Intercampus Faculty Council Report be included in the minutes of the Council meeting. It was seconded and carried. Professor Wolf suggested that all references in the report to IFC be changed to the words "Intercampus Faculty Council."
- X, 4
.15 NEW BUSINESS. Chairman Stigall referred to the memo from Acting Dean Spokes, School of Mines and Metallurgy, circulated with the agenda. The Council had earlier acted on a similar item requested by the School of Engineering. The Admissions & Academic Standards Committee recommended at that time that if the other school and college consider adopting a similar requirement, it could be brought before the Council without first going to the Committee. Professor Wolf moved for approval; it was seconded by Professor Schowalter. The question was raised if this statement from the School of Mines and Metallurgy meant that the student must have a C or better in each course taken in his major department. Dean Spokes stated that the intent of the School of Mines & Metallurgy is to add the same requirement after the School of Engineering in the Manual of Information and Catalog and not to change the wording of the present statement. The statement, already in the Manual, means that a student must have at least a 2.0 GPA in all courses taken in the student's major department and not a 2.0 in each course. The motion carried.
- X, 4
.16 ANNOUNCEMENTS. Chairman Stigall asked if there was any other new business to be brought before the Council or if there were any announcements to be made. Chairman Stigall announced that there would not be a Council meeting in December; therefore, the next Council meeting will be January 22, 1981. The meeting was adjourned at 2:55 p.m.

Respectfully submitted,



Nicholas Tsoulfanidis, Secretary

*Complete document filed with the smooth copy.

Minutes of the Academic Council are considered official notification and documentation of actions approved.

STUDENT AFFAIRS COMMITTEE

November 20, 1980

1. Moved that the Academic Council officially recognize the new student organization, "Sisters of the Gold Rose of Beta Sigma Psi Fraternity, Missouri Eta Chapter."
2. Moved that the Student Grade Appeal Procedure recommended by the Student Affairs Committee be approved and added to the UMR Manual of Information.

COPY OF GRADE APPEAL PROCEDURE ATTACHED.

Report of Student Affairs Committee regarding a procedure for student grade appeal. The committee recommends that the following be inserted in the appropriate place in subsequent editions of the UMR Manual of Information.

1. The grade appeal procedure is available only for review of alleged capricious grading, and not for review of the judgment of instructors in assessing the quality of students' work, or for questioning the course grading criteria selected by the instructor. Only a student who alleges he or she was subjected to capricious grading may use the grade appeal procedure.
2. Capricious grading, as that term is used here, consists only of any of the following:
 - A) the assignment of a grade to a particular student on some basis other than academic performance in the course;
 - B) the assignment of a grade to a particular student by resort to more exacting or demanding criteria than were applied to other students in the course. (NOTE: Additional and/or different grading criteria may be applied to graduate students enrolled for credit in a course numbered below the 400 level.);
 - C) the assignment of a grade by a substantial departure from the instructor's previously announced criteria.
3. The student's first step shall be to review the grade and grading criteria fully with the instructor involved. This must be initiated within one month after the beginning of the succeeding regular academic semester. If the student elects to implement the following steps in the appeal procedure, the student shall inform the Dean of Students at this point that an appeal is in progress. Until a decision satisfactory to the student is obtained, the following persons shall be added progressively to form a faculty review group. First, the person in charge of the course if it is a multi-sectioned course; then the instructor's department chairperson; and lastly, the dean of the instructor's school or college. The decision reached by the faculty review group on the question of alleged capricious grading shall be binding and final.
4. If capricious grading is substantiated, the student shall be assigned a grade consistent with the stated course grading criteria.

University of Missouri - Rolla



Rolla, Missouri 65401

November 19, 1980

Memorandum To: Paul Stigall, Academic Council Chairman
From: William A. Brooks
RE November 20 Meeting

Dr. Babcock is substituting for me as the Engineering Management Department's representative on the Academic Council for the November 20, 1980 meeting.

WAB



UNIVERSITY OF MISSOURI-ROLLA

School of Engineering

Department of Chemical Engineering

143 Chemical Engineering Bldg.
Rolla, Missouri 65401
Telephone (314) 341-4416

to: Paul Stigall
from: J.K. Patterson

Please allow James Johnson to
substitute for me at the Nov. 20
Academic Council meeting.

A handwritten signature in cursive, appearing to be 'J.K.P.', written in black ink.

University of Missouri - Rolla



Rolla, Missouri 65401

November 12, 1980

Memorandum To: Academic Council, Room 17, Third Floor, Library
From: Jack H. Emanuel *JHE*
RE Academic Council Meeting, Thursday, November 20, 1980

I shall be unable to attend the above referenced meeting. However, Professor Jerry R. Bayless shall attend and vote for me.

cc: J.R. Bayless

JHE/ml

Jane Wilkins for Christensen

If Mr. Spokes cannot attend Council Mtg. on Nov. 20th - Mr. Bayless will attend in his place.

MEMORANDUM TO: UMR Academic Council

FROM: UMR Curricula Committee

SUBJECT: Curricula Committee (1980-81) Report #3

DATE: December 2, 1980

The following new course additions and course change requests have been made to the UMR Curricula Committee and, after consideration, are herewith recommended to the Academic Council for approval.

A. NEW COURSE ADDITIONS:

1. Petroleum Engineering 351; Geothermal Resource Engineering
Lecture 3 hours; Total 3 credit hours
Prerequisites: Consent of instructor

Catalog description: Surface and subsurface engineering problems are solved using methods developed in class. Areas of emphasis include resource characteristics, reservoir material-energy balance, non-isothermal fluid mechanics applied to the wellbore, and power plant thermodynamics. Case studies may be reviewed.

Justification: The energy industry has demonstrated a need for petroleum engineers that have a basic understanding of the nonisothermal flow processes common to geothermal energy extractions. Twelve students took this course as PE 301 during the spring semester, 1980.

2. Computer Science 268; Advanced Business Data Processing Techniques
Lecture 3 hours; Total 3 credit hours
Prerequisites: C Sc 74 and 168

Catalog description: Formulation and solution of data processing projects utilizing structured COBOL. Features of COBOL not normally experienced in a first course will be emphasized.

Justification: The frequency and level of COBOL being used in many parts of industry makes a thorough knowledge of COBOL important to students choosing those areas. (The course has been taught twice as C Sc 201 Special Topics with more than 15 students each time. The course has received good reviews both from students and interviewing companies.)

3. Speech and Media Studies 100; Special Problems
Variable credit
Prerequisites: None.

Catalog description: Problems or readings on specific subjects or projects in the department.

Justification: To give students the opportunity to pursue work in areas not discussed in regular classes or to give students the opportunity to work in areas in depth.

4. Speech and Media Studies 101; Special Topics
Variable credit
Prerequisites: None.

Catalog description: This course is designed to give the department an opportunity to test a new course.

Justification: This gives the department an opportunity to test a new course.

5. Speech and Media Studies 200; Special Problems
Variable credit
Prerequisites: None

Catalog description: Problems or readings on specific subjects or projects in the department.

Justification: To give students the opportunity to pursue work in areas not discussed in regular classes or to give students the opportunity to work in areas in depth.

6. Speech and Media Studies 201; Special Topics
Variable credit
Prerequisites: None.

Catalog description: This course is designed to give the department an opportunity to test a new course.

Justification: This gives the department an opportunity to test a new course.

7. Speech and Media Studies 210; Seminar
Variable credit
Prerequisites: None.

Catalog description: Discussion of current topics.

Justification: This gives students the opportunity to discuss and research topics in Speech and Media Studies that are of special concern and interest.

- B. COURSE CHANGES: Credit Hours (CH)
Prerequisites (P)
Course Title (CT)
Catalog Description (CD)
Course Number (CN)

December 2, 1980

1. Computer Science 83; Introduction to Machine Language Programming
P from Entrance Requirements to Programming Competency
2. Computer Science 293; Assembler Level Software Systems
P from FORTRAN proficiency to Programming competency
3. English 283; Speech Writing
CT to Business and Professional Speaking
P from English 85 or 60 to Speech and Media Studies 85 or English 60

C. OTHER:

1. CURRICULUM CHANGE

a. Computer Science

EE 289 was replaced by EE 61.

Justification: The Computer Science Department feels that EE 61 Circuit Analysis I would be a better first course than EE 289 Circuits and Devices for Digital Applications. This change has been in effect on a trial basis for two years. There has been no negative response from our majors.

2. DEPARTMENTAL REORGANIZATION

a. Humanities

Justification: The Dean of the College of Arts and Sciences has reorganized the Humanities Department by separating English and Speech and Media Studies, reflecting a change of English 85 to Speech and Media Studies 85 and English 283 to Speech and Media Studies 283.

Respectfully submitted,



Nicholas Tsoulfanidis, Chairman
UMR Curricula Committee

December 8, 1980

MEMORANDUM TO: The Faculty

FROM: Dr. David A. Law, Foreign Languages

RE: Academic Council Resolution on Foreign Languages

On November 20, 1980 the Academic Council passed the following resolution:

BE IT RESOLVED: That each School or College as well as each Department re-examine its requirements for graduation to include, re-instate, or strengthen its language requirements.

First attention in strengthening foreign languages could be directed toward the A and S B.S. degree requirements (Bulletin p. 83) which state... "exclusive of foreign language" and the Schools of Engineering and Mines and Metallurgy B.S. requirements (Bulletin p. 84) which state..."exclusive of skill courses in English, foreign languages, and speech."

These requirements could be stated positively by stating that the 12 hours or 6 hours, respectively, should be in 100-level classes or above in literature, philosophy, foreign language, or speech. This correction would accomplish the same purpose and not be discriminatory against foreign languages.

Second attention in strengthening foreign languages could be directed toward loosening curriculum requirements for students on the freshman and sophomore levels to enable them to select a foreign language. Now many students start on the junior or senior level and can not continue due to schedule conflicts. By starting language study sooner, they could pick up sequential courses in following semesters.

Third attention in strengthening foreign languages could be directed toward the actual acceptance of two or more language courses as requirements toward graduation.

Many reasons for strengthening foreign languages were stated in the "Whereas statements" in the Resolution to the Academic Council, which every faculty member received with the October minutes.

It should be remembered that foreign languages are no more "skill courses" than most courses on campus.

Starting Fall Semester, 1981, some foreign language classes will be scheduled on MWF or TR in order to facilitate your helping students fit language study into their schedules.

Report of Student Affairs Committee regarding a procedure for student grade appeal. The committee recommends that the following be inserted in the appropriate place in subsequent editions of the UMR Manual of Information.

1. The grade appeal procedure is available only for review of alleged capricious grading, and not for review of the judgment of instructors in assessing the quality of students' work, or for questioning the course grading criteria selected by the instructor. Only a student who alleges he or she was subjected to capricious grading may use the grade appeal procedure.
2. Capricious grading, as that term is used here, consists only of any of the following:
 - A) the assignment of a grade to a particular student on some basis other than academic performance in the course;
 - B) the assignment of a grade to a particular student by resort to more exacting or demanding criteria than were applied to other students in the course. (NOTE: Additional and/or different grading criteria may be applied to graduate students enrolled for credit in a course numbered below the 400 level.);
 - C) the assignment of a grade by a substantial departure from the instructor's previously announced criteria.
3. The student's first step shall be to review the grade and grading criteria fully with the instructor involved. This must be initiated within one month after the beginning of the succeeding regular academic semester. If the student elects to implement the following steps in the appeal procedure, the student shall inform the Dean of Students at this point that an appeal is in progress. Until a decision satisfactory to the student is obtained, the following persons shall be added progressively to the review group. First, the person in charge of the course if it is a multi-sectioned course; then the instructor's department chairperson; and lastly, the dean of the instructor's school or college. The decision reached by the total review group on the question of alleged capricious grading shall be binding and final.
4. If capricious grading is substantiated, the instructor shall assign the student a grade consistent with the stated course grading criteria.

University of Missouri - Rolla



Rolla, Missouri 65401

October 23, 1980

Memorandum To: Dr. Paul Stigall, Chairman, Academic Council
 From: Jerry Bayless, Chairman, Student Financial Aid Committee JRB
 RE Waiver of Out-of-State Tuition

The Student Aids and Awards Committee has considered the motion regarding waiver of out-of-state tuition for National Merit Scholars. The committee concurs with the concept that high ability students from out-of-state make a positive contribution to the campus, thus providing assistance to out-of-state students in the form of the tuition waiver would attract more of these students to the campus, making this highly desirable.

It appears unlikely that funding would ever be made available for the rather large, and also variable, number of waivers suggested in the proposal. The Student Financial Aid Committee suggests that the Academic Council consider the proposal adopted in January, 1979 (copy attached) as a substitute for the motion made at the Academic Council meeting on September 25, 1980.

It is my understanding that the Board of Curators approved the SFA Committee proposal, but funds have not been made available to implement the proposal.

cc: Student Financial Aid Committee

Enclosure



UNIVERSITY OF MISSOURI-ROLLA

IV.H.1

School of Mines and Metallurgy

Department of Metallurgical
and Nuclear Engineering

Fulton Hall
Rolla, Missouri 65401
Telephone (314) 341-4711

January 11, 1979

MEMO TO: Chancellor Marchello

FROM: Robert V. Wolf, Student Financial Aid Committee Chairman *R.V. Wolf*

RE: Fee Exemption Proposal

In response to your request, attached is a fee exemption proposal that the Student Financial Aid Committee developed and unanimously endorses. We believe it is in reasonable form at this point to go to the President but understand that others will be reviewing it before it is forwarded. If substantive changes are suggested by reviewers, we would appreciate the opportunity to review the changes so that we might advise you as to the workability of the revised proposal.

We were happy to be able to act quickly on your request because we are thoroughly convinced of the merit of the proposal.

cc: Student Financial Aid Committee
Academic Council Chairman Del Day

cm

A proposal for Out-of-State fee exemptions
for high ability students

Many factors contribute to the atmosphere of learning in a university; these include the dedication and skills of the faculty, the learning resources provided by the facilities and the presence of capable, interested students. Because of its reputation and programs, the University has been successful in attracting capable, interested students and, further, has made and is making special efforts to attract high ability students. Such efforts include the very beneficial Curator's Scholarship program for high ability Missouri high school graduates, the new program of sponsorship of National Merit Scholarships and the proposed Honors Program for high ability students. These are in addition to the major scholarships that have been financed by both industry and generous individual donors.

Additional high ability students could be attracted to UMR at probably little expense and with the expenditure of no funds if the University would provide for exemption from out-of-state fees for highly qualified non-Missouri residents. The presence of such scholars on our campus would make a positive contribution to its learning atmosphere and could also eventually bring these individuals into Missouri citizenship as working professionals after completion of their education.

Following are suggested provisions that could be considered for such a scholar program:

1. The University shall grant, during the first year of operation of the program, out-of-state fee exemption to ten incoming new UMR students.
2. The University shall grant, during each of the next three successive years, out-of-state fee exemption to ten incoming new UMR students.
3. During the fourth year and succeeding years of operation, a maximum of forty students would be participating in the program.
4. Incoming non-Missouri students who are U.S. Citizens would be considered for possible selection if, during their last year of high school, they rank in the upper 3% of their class and have attained scores in the 90th percentile on standard recognized tests. Demonstrated leadership ability will be a consideration in the selection.

5. Selection of participants from those qualified students would be made by the UMR's Committee on Student Awards & Financial Aids.
6. Participants may qualify for continued out-of-state fee exemption for 8 semesters if they maintain a cumulative grade point average in approximately the upper 10% (about 3.5). Participants dropped from the program may be reinstated if their cumulative grade average later requalifies them.
7. Every effort will be made to solicit applications from prospective students who may not, ordinarily, consider attendance at UMR.
8. Receipt of out-of-state fee exemption will not disqualify a student from consideration for scholarship or other financial aid.

Committee on Student Awards and Financial Aid
January 11, 1979



UNIVERSITY OF MISSOURI-ROLLA

V.A

School of Mines and Metallurgy

Office of the Dean

301 Straumanis Hall
Rolla, Missouri 65401
Telephone (314) 341-4153

November 3, 1980

MEMO TO: Dr. Paul Stigall, Chairman of Academic Council

FROM: Ernest M. Spokes

RE: Change in rules for the School of Mines & Metallurgy

The faculty of the School of Mines & Metallurgy has voted 36 to 4 to the following change in rules:

"(In the School of Engineering) and in the School of Mines and Metallurgy, at least 2 grade points per credit hour must be attained in all courses taken in the student's major department."

This change will be effective for the fall semester of 1981.

When this change becomes effective the rules in the School of Mines and Metallurgy and the School of Engineering will be essentially the same.


Ernest M. Spokes

VIII, 9
.19

IV. Bachelor of Science in the School of Engineering degree requirement of an academic GPA of 2.0 in courses taken in the major department. The School of Engineering has recently voted to require an academic GPA of 2.0 in courses taken in the major department and the A&AS Committee endorses such a requirement. Therefore, the committee resolved and Prof. Wolf moved that the Manual of Information, Section III.7 "Grade Points Required for Degree" be changed to contain the following: "In addition, all students graduating in the School of Engineering must achieve an academic GPA of 2.0 in courses taken in their major department," and that this addition be incorporated in the Bulletin, that it become effective as of December, 1979, and that the other School and College on campus give serious consideration to adoption of this requirement; it was seconded. Prof. Smith, Chairman of the A&AS, has contacted the School of Mines & Metallurgy and the College of Arts & Sciences. To date Deans Planje and Daane have taken no action. Dean Planje questioned whether the computer printout would have to be revised in complying with the motion and, if so, if it would be worth the effort. Dean Halligan stated that some students continue to pursue a degree even though they cannot attain a 2.0. Since this involved only a few students their GPA would not be continuously computed, and it would involve no computerization. This information could only be needed at the time of graduation. Chancellor Marchello added that the catalog in effect the year the student enters is binding and therefore this rule cannot be made retroactive. The motion passed.

UMR PRELIMINARY 1982-83 APPROPRIATIONS REQUEST

<u>Inflationary Adjustments</u>	<u>Request</u>
1. Salary and Wages	12.5%
2. Expense and Equipment	12.5%
3. Special Adjustments for	
Fuel and Utilities	15.0%
Special Equipment	20.0%
Library Acquisitions	\$250,000
Compensation Improvement	\$1,388,000
<u>Program Requirements</u>	
1. Automation for Productivity in Manufacturing	\$823,525
2. Surface and Polymer Science and Technology	
Surface and Polymer Science Center	\$731,975
Polymer Engineering Program	\$404,410
3. Communications and Extension	
ITV (UMR-UMSL)	\$818,235
Communications in Science and Technology	\$452,030
4. Services for Instruction and Research	\$217,979
5. Midwest Studies Center	\$331,800
6. Lead/Zinc Center	\$259,215
<u>Capital Improvements</u>	
1. Physical Plant Preservation	\$630,000
2. Renovation of Electrical Engineering Building	\$1,300,000
3. Compliance with State and Federal Regulations	\$560,000
4. Energy Conservation	\$194,000
5. New Construction	
Engineering Management Building (80% State)	\$2,320,000
Math and Computer Science Building Completion	\$1,600,000

January 14, 1981
Joseph M. Marchello

STATEMENT --

RE: Reduction in 1980-81 Appropriations

It will be extremely difficult to make the adjustments necessary to comply with the reduction in State appropriations. In recent years, appropriations have not kept pace with the impact of inflation and enrollment increases. Thus, accommodating a reduction in funds at this point in the fiscal year, poses a critical situation.

In response to President Olson's request last month to plan for a possible reduction, I reviewed our budget situation. It was clear that all available funds would be required to meet instructional and other pressing needs. Any reduction in support could only be handled on an emergency basis.

Now that the State has announced there will be a reduction in 1980-81 appropriation allocations, I have imposed a freeze on expenditures of all uncommitted general operating funds. I am reviewing all budget accounts to determine how the campus can manage during the remainder of this fiscal year. It is unlikely that we will be able to fill any open staff positions or make any but the most critical purchases. It is hoped that the appropriations reduction can be accommodated without the need to terminate any present staff members.



UNIVERSITY OF MISSOURI-ROLLA

Office of the Chancellor

206 Parker Hall
Rolla, Missouri 65401
Telephone (314) 341-4114

January 14, 1981

MEMORANDUM TO: M. Barker
R. L. Davis
T. Fort
E. M. Spokes
J. D. Wollard

FROM: Joseph M. Marchello
Chancellor

A handwritten signature in cursive script that reads "Joseph M. Marchello".

SUBJECT: Budgets

As you know, the University is presently working on three budgets. They are: the 1980-81 operating budget; the requested 1981-82 budget; and the proposed 1982-83 budget. The status of each budget is as follows:

1980-81 Operating Budget: Yesterday we learned that the State will withhold 3% of our appropriations. It will be difficult to meet this condition. Accordingly, I have frozen all un-committed funds until the needed reductions and adjustments have been identified.

1981-82 Legislative Request: The University's request for next fiscal year is now before the Governor and General Assembly. It is unlikely that we shall know what the appropriations level will be until the end of the legislative session in June. To assist in faculty recruitment, I have made a tentative pre-allocation to the College and Schools. You are to proceed to recruit; however, offers cannot be made without my approval.

1982-83 Legislative Request: The University is preparing the 1982-83 budget request. Our preliminary request will be presented to Central Administration tomorrow.

JMM/wmm

REPORT OF THE COMMITTEE ON ADMISSIONS AND ACADEMIC STANDARDS

Re: Material referred to the committee by Academic Council. Se Minutes of October 23, 1980.

The committee recommends the addition of the statement in parentheses to the motion presented at the Academic Council Meeting of October 23, 1980 which was referred back to the committee.

(Additions in italics.)

Item #1. Manual of Information, June 1979 IX.2.C p. 53

"If you have been dropped for scholastic deficiency you may continue your enrollment during a summer session but will not be allowed to enroll for a fall semester or a spring semester without permission of the chairman of the department in which you are majoring. *If you desire to change departments and apply for readmission, the department to which admission is desired must be specified and admission is contingent upon your acceptance by that department and upon your pursuing the prescribed program of course work toward a degree in that department. Subsequent transfer to another department, whether with scholastic deficiencies or not, must be approved by that department. (If you have not declared a major your Dean will make a decision about your readmission.)*

d. In all cases of scholastic deficiency, if you are so affected you may appeal to the dean of the school or college in which you are enrolled for reconsideration.

Item #2. Council Minutes X, 3.15.

The committee finds that the terms "unclassified", "undecided" and "restricted" are used primarily by and for the registrar's office and that there is no violation of academic standards involved in their use, hence no action is recommended.

PUBLIC EVENT DATES FOR SCHOOL YEAR 1981-82

Homecoming	October 9-10, 1981	Northwest Missouri State University
Parent's Day	October 24, 1981	Central Missouri State University
National Merit Day	October 30, 1981	.
University Day	October 31, 1981	Evansville
Science and Engineering Fair	March 26-27, 1982	.
Commencement*	December 20, 1981	.
Commencement*	May 16, 1982	.
Summer Open House	July 9, 1982	.

*Approved in 1981-82 Calendar

Shortened Working Version Jan 1981

EXECUTIVE ORDER #

FINANCIAL EXIGENCY AND DISCONTINUANCE OF PROGRAM

This Executive Order is issued in order to establish procedures to implement the policy statements of .231 of the Academic Tenure Regulations concerning Financial Exigency and Discontinuance of a Program or Department of Instruction.

Financial exigency is a crisis of such proportions that, should it occur, the University's educational missions would be severely damaged. Hence, those in the University community are obligated to try to prevent a financial exigency and to do the sound planning that would enable the University, in the event of such a crisis, to preserve its educational functions to the greatest extent possible. Resource committees, faculty and staff advisory groups, and responsible administrators, must all be alert to signals that warn of impending serious financial problems. Whenever such indicators are observed, preventive planning must be intensified and possible retrenchment steps taken to preserve the University's central educational missions. Such possibilities include reduction of faculty positions through attrition, reduction or elimination of some administrative and support service, professional development programs to enable faculty and staff to accommodate to the changing needs of the University, conversion to nine-month of some twelve-month appointments, and the closing of some facilities. In addition, the University would have to undertake a coordinated effort to seek full public understanding of the impending crisis and to solicit special alumni and other private gifts to minimize educational cutbacks.

In the event that the financial situation is such that the survival of the institution as a whole is threatened and there is no further reasonable remedial action which can be taken except to terminate the appointments of one or more tenured faculty members, on one or more campuses as part of the total retrenchment process, then the University is in a state of financial exigency. A condition of financial exigency exists only when it is formally declared by the Board of Curators upon recommendation of the President. Before making such a recommendation, the President shall notify each Chancellor and each Chairman of the appropriate campus faculty governance committee of his intent to make such a recommendation, at least thirty days in advance of that recommendation. The President shall provide adequate information about the financial crisis, and shall give Chancellors and faculty governance groups at least 21 days to respond with their recommendations. Following receipt of those, the President

shall meet with the University Cabinet and with the Intercampus Faculty Council to review with them the nature of the crisis, the responses and recommendations from the campuses, and his own recommendation. Prior to initiation of this procedure, it is the responsibility of the President to make sure that full consideration has been given to retrenchment steps short of financial exigency, such as those listed above.

Following the declaration of financial exigency, the Chancellor on any affected campus shall, after consultation with the faculty governance body identify all alternative specific programs in which faculty appointments may have to be terminated and provide an estimate of the financial amount of savings which might be required in each. Recommendations from that governance body must be submitted within one month after receipt of material from the Chancellor, who shall then forward those recommendations, together with his or her own to the President. The President shall then determine the programs to be reduced, and the Chancellor shall announce the amount of reduction required in each program unit.

Except in extraordinary circumstances where a serious distortion of the academic program would otherwise result, the appointment of a tenured faculty member will not be terminated in any program unit until the appointments of all nontenured faculty in that program have been terminated. In recommending those persons whose appointments are to be terminated, consideration shall be given to seniority, with a departure from seniority to be made only when adherence to it would result in significantly more serious distortion of that unit's teaching, research, and service functions. The decision about which individuals' appointments are to be terminated will be made by the Chancellor following recommendation from the administrator responsible for the program unit, with review by and recommendations from the faculty governance body or its designee. The Chancellor shall notify each individual whose appointment is to be recommended to the President for termination, either in person or by certified mail. Such individual shall be given fifteen days to appeal to the Chancellor or to request a hearing before the campus faculty tenure committee before the recommendation is transmitted to the President. The request for a hearing may be based only on the grounds that procedures specified in this Executive Order have not been followed, or that a departure from seniority as a criterion for release of individuals was not justified by distortion of program, or was a cloak for violation of academic freedom. Procedural due process shall be followed in such appeal in accord with Sections through of the Grievance Procedures.

The findings of the campus faculty tenure committee shall accompany the Chancellor's recommendation to the President. In any case, an affected faculty member

and,
 may appeal to the President subsequently, to the Board of Curators on the grounds listed above.

the

The President shall notify affected faculty member as soon as possible as to the final disposition of each case. Termination of the appointment of a tenured faculty member under these procedures will take effect no sooner than the end of the first complete semester that begins after the date of the Chancellor's notification to the individual, unless the notice provisions of the academic tenure regulations permit a shorter period and the Chancellor specifies one. Whenever reasonably possible, however, notice of two full semesters shall be given. A faculty member shall be given the option of postponing the termination date for up to three years, during which the faculty member will be on nonpaid leave of absence.

Before terminating an appointment because of financial exigency, the University will make every effort to place the faculty member concerned in another suitable position with the University system. If during the period of financial exigency or within three years of termination, there is an opening in the same discipline on another campus, it shall be the responsibility of the President's office to notify the hiring campus of the availability of that faculty member and, if the faculty member meets the announced criteria established for that position, the faculty member shall have the right of first refusal. If hired, the appointment need not be continuous. A faculty member will be offered reinstatement with the same rank and tenure status and a reasonable time in which to accept or decline, if within a period of three years from termination, the same unit seeks to fill a vacancy for which the faculty member qualifies. If more than one faculty member meets this criterion, reinstatement will be offered to the most senior.

Any period of financial exigency automatically expires at the end of the fiscal year following the fiscal year in which the exigency is declared or when the end of the exigency is declared by the Board, whichever comes sooner.

II. Discontinuance of Programs or Departments of Instruction

Under the University's Academic Tenure Regulations, it is possible to discontinue a program or department of instruction and consequently terminate certain continuous appointments. The term "program" is normally identified with the typical academic department. There are limited exceptions to this definition, such as when a school or college is not organized into departments, or when specializations within the department or school are so unique in content that faculty members cannot normally cross from one area to the other. Discontinuance of "program" should not be equated with elimination of a "degree program" within a department nor with the termination of a

specific individual faculty member, unless these represent the kind of unique specialization described above.

The discontinuance of any program is extremely serious and must be made with the same full and detailed consideration that is given the establishment of the program. A decision to discontinue formally a program or department of instruction must be based essentially on educational considerations, but which might include resource availability, with full and specific faculty participation through the process. In any case in which consideration is being given to such discontinuance, the Chancellor and other administrative officers must work closely with appropriate faculty groups in examining the relevant education considerations, including the welfare of students. There must be a reasonable opportunity for students currently enrolled in the program to complete it.

Upon reaching a decision that a program should be discontinued, the Chancellor shall present that decision, together with reasons, to an appropriate standing committee of the faculty and shall simultaneously notify the affected academic units of the decision. Any faculty bodies whose concurrence would be required for the establishment of a program must be consulted in its discontinuance. The affected units and the standing committee of the faculty may submit their own views and recommendations in a reasonable time.

If, after considering these responses, the Chancellor still concludes that the program should be discontinued, the Chancellor will notify each of the individuals within the program whose appointments may be terminated. Notice shall be given in person or by certified mail. An individual on continuous appointment in such a unit may, within fifteen days of receipt of notice, appeal to the campus faculty tenure committee, but that appeal may be based only on the grounds that the discontinuance is a cloak for violation of academic freedom or that the procedures specified in this document have not been followed. Due process shall be followed in such an appeal in accord with that specified in the grievance procedures. Following any such appeal, the recommendation of the Chancellor, together with responses from the faculty committee or the affected units, and any findings of the campus faculty tenure committee on any appeal shall be transmitted to the President. Following review with the University Cabinet, the President shall make a final decision or formulate a recommendation to the Board. When the appointment of a tenured faculty member is terminated under these procedures, the same notice shall be given as for nontenured faculty members who have served two or more years at the University of Missouri. In any case, an affected faculty member may appeal to the Board of Curators.

Before terminating an appointment because of the discontinuance of a program or department of instruction, the University, with faculty participation, will make every effort to place the faculty member concerned in another suitable position in the University system. If within five years after such termination, a position becomes available on any campus for which the faculty member is qualified, it shall be the responsibility of the President's office to communicate with the hiring campus above the availability of the faculty member. If the faculty member meets the announced criteria for the position, the faculty member shall have the right of first refusal.

In all cases of termination of appointment because of discontinuance of a program or department of instruction, the University may not reinstitute that program or a substantially similar program on that campus within a period of five years, unless all faculty members whose appointments were terminated have been offered reinstatement with the same rank and tenure status and a reasonable time in which to accept or decline.



UNIVERSITY OF MISSOURI-ROLLA

Academic Council

211 Parker Hall
Rolla, Missouri 65401
Telephone: (314) 341-4871

SUMMARY of reports, actions and announcements at the Academic Council meeting of January 22, 1981.

1. Presentation on Campus Planning: Mr. Robert Fraser, Team Four
Planning, Design & Development
Consultants
2. Administrative Reports & Responses: Chancellor Marchello

Budget - Attachment # 1
Crossing of Hwy. 63 from Thomas Jefferson
3. Admissions & Academic Standards: Dr. Robert R. Russell
4. Public Occasions: Professor Rodney Schaefer
5. Curricula Committee Report
6. Intercampus Faculty Council: Dr. Gary Patterson

Financial Exigency Document - circulated with minutes to Council members
and department chairmen

Changes in Grievance Procedures
Draft Document on Sexual Harassment
7. Announcements: Chairman Stigall
8. Referrals: Chairman Stigall



Chairman Paul D. Stigall called the meeting of the Academic Council to order at 1:30 p.m. on Thursday, January 22, 1981, in Room 227 of Fulton Hall and announced the following substitutions: Dr. R. Edwards for Dr. N. Tsoulfanidis and Associate Dean Cogell for Dean Barker.

- X, 5
.1 Chairman Stigall asked for any additions or corrections to the minutes of the November 20, 1980 Council meeting. Hearing none, the minutes were approved as circulated.
- X, 5
.2 Chairman Stigall introduced Mr. Robert A. Fraser, Senior Associate of Team Four, Planning, Design and Development Consultants. Mr. Fraser introduced Mr. Bill Albinson. Mr. Fraser stated that Team Four has been retained by the University system to prepare a comprehensive plan for the Rolla campus and that they are under contract to accomplish three tasks: 1. Establish a planning process that will be an on-going mechanism that the campus can use in the future as objectives, directions and educational foci change. Team Four is meeting with various campus groups to determine the issues, priorities and to evaluate the alternatives for future growth and then to develop a framework that can be used. 2. Developing a comprehensive plan. Team Four is taking inventory and analyzing existing facilities, the administration's plan for additional buildings and spaces on campus, and will assist in programming additional spaces for the future. All this information will then be synthesized into a comprehensive plan. 3. Accessibility study of the campus. Team Four has primarily been asked to examine the exterior spaces of the campus and to determine where problems exist for the disabled in getting around campus. They are presently drawing up specifications for two ramp entrances to Parker Hall. A statement of problems that have been identified throughout the campus has also been prepared.
- X, 5
.3 Mr. Fraser referred to the charts and maps prepared by Team Four, stating the preliminary list of planning issues are in six areas: 1. Housing—location, type and mixture. The use of motels for housing and the hazardous crossings from housing facilities to the campus are being studied. 2. Visual Quality of the Environment. The image presented by the campus to the unfamiliar visitor is very important. Mr. Fraser suggested that some sprucing up needs to be done to the property adjacent to the campus. The main entry points into Rolla need to be improved and this is an issue that will also be discussed with the City Administration. 3. Pedestrian Circulation. Pedestrian crossing of highways from housing areas, access from dorms to the south of the campus, etc. are being studied. All pedestrian access points at present are mainly from the back-door areas. 4. Vehicular Circulation. As one enters Rolla, there are no identifying markings that indicate that you have arrived at the University. Pine Street should be looked at as a third major entrance to the campus. 5. Classroom Space Shortage. Team Four is studying what effect the completion of the new engineering buildings will have on space that will be available for use and how the vacated spaces can be used more efficiently. The University's role of providing space for Rolla community functions is

also being studied. Student groups feel that this space should be for their use initially and are concerned about this trend. 6. Outdoor Spaces. The possibility of improving lighting, safety and landscaping is also being considered. At present there is no strong focal gathering point on campus.

- X, 5
.4 Mr. Fraser recommended that if the Council, or individuals, has any recommendations they would like to have Team Four consider, they could forward them to Dr. Stigall and he would forward them to Team Four or faculty members could write or call Team Four personally. Chairman Stigall stated that all recommendations received at the Council Office would be forwarded to Team Four.
- X, 5
.5 The question was raised if Team Four had reviewed any of the old "Master Plans" that had been prepared in the past by various committees. Mr. Fraser stated that they had not. Chancellor Marchello questioned the recommendation of building an auditorium where the Engineering Mechanics Building is now located. Mr. Fraser stated that Team Four, at the present time, felt that the space presently being considered for the location of an auditorium could be better used for housing and this would help keep student dorms to the south of campus and would also help with the problem of pedestrian traffic. The question of the auditorium also being a university-community facility would also make it more accessible where the Engineering Mechanics Building is presently located, but this would also create a parking problem. Mr. Fraser stated that these recommendations are only in the preliminary stages and will be studied further.
- X, 5
.6 Chancellor Marchello asked if Team Four had any recommendations concerning the crossing of Highway 63 from Thomas Jefferson. Mr. Fraser stated that without making a detailed study that it appeared that a tunnel could be built under Highway 63 near the Vickers gas station. He stated that the topography in that area is positive for this and that since the houses in the area are University related, it would not be as offensive to have students passing through these locations as if they were privately owned. It was stated that whether a tunnel is built or pedestrian lights used, etc. that it is important that something be done in the area to concentrate the pedestrian flow there.
- X, 5
.7 Dr. Wolf suggested that an attempt be made to establish a boundary line to the south beyond which the campus does not plan to expand. He felt that the campus should decide on a limit of expansion that will be made; stating that Pine Street is a limiting point as is Highway 63 to a certain degree to the north and west. Mr. Fraser and Mr. Alvinson will meet with City officials this afternoon to discuss this problem.
- X, 5
.8 Chancellor Marchello asked the time-table for completion of Team Four's study. Mr. Fraser answered that the current deadlines are: the comprehensive plan to be worked out before the end of this semester with time for a review before the summer break. The maps, etc. will be prepared during the summer and a final meeting will be held in the fall.
- X, 5
.9 ADMINISTRATIVE REPORTS & RESPONSES. Chancellor Marchello distributed three handouts* (Full Copy). He first discussed the budget statement. Chancellor Marchello and the Deans are currently working to designate the funds that can be cut from the budget. One-half of a percent will come from Central Administration. There are three sources on campus from which some funds can be cut.

Correction to the January 22, 1981 Academic Council

Correction to the minutes of the January 22, 1981
Academic Council Meeting.

The following statement should be inserted after
the first sentence of paragraph X, 5.13:

"The Admissions and Academic Standards Committee recommends the addition of the statement in parentheses to the motion presented at the Academic Council meeting of October 23, 1980 which was referred back to the Committee. (Additions in italics.) Item #1. Manual of Information, June 1979 IX.2.c p.53. If you have been dropped for scholastic deficiency you may continue your enrollment during a summer session but will not be allowed to enroll for a fall semester or a spring semester without permission of the chairman of the department in which you are majoring. *If you desire to change departments and apply for readmission, the department to which admission is desired must be specified and admission is contingent upon your acceptance by that department and upon your pursuing the prescribed program of course work toward a degree in that department. Subsequent transfer to another department, whether with scholastic deficiencies or not, must be approved by that department. (If you have not declared a major your Dean will make a decision about your readmission.)*"

They are: 1. operation, 2. operating capitol, and 3. as enrollment is higher than anticipated, there is an increase in funds from fees.

X, 5 Chancellor Marchello also discussed the general statement on all three budgets.
.10 They are working on the reduction requested by the governor. The request for 1981-82 is before the Legislature. Chancellor Marchello stated that Governor Bond did not recommend any increases in salaries, no new positions, etc. He stated, however, that the General Assembly will have until June 30, to make their final decisions.

X, 5 Chancellor Marchello stated that the 1982-83 preliminary request will be pre-
.11 sented to Central Administration January 23. It is the general feeling that the economy will improve in the next 18 months and that these requests will seem in order at that time. The UMR Preliminary 1982-83 Appropriations Request (see Attachment #1) is in three parts: Inflationary Adjustments, Program Requirements, and Capitol Improvements.

X, 5 Chancellor Marchello next discussed the crossing from Thomas Jefferson, stating
.12 that he recognized this to be a major problem. This has been studied in some detail. The topography of the area suggests the possibility of the construction of a tunnel across Highway 63. The original cost estimates were very high; however, Joplin has recently built a tunnel and the cost was approximately \$100,000. This has made the proposition more interesting to UMCa. Chancellor Marchello feels that this will be done, but when will depend on how soon the money will be available. Professor Pursell asked Chancellor Marchello his opinion of the use of motels versus university built housing. The Chancellor stated that the use of motels is serving a very useful purpose at the present. He stated that there have been some problems—the distance from campus being a major problem; but that the Miner Connection has been the salvation of this distance problem for the students. The Chancellor feels that there is a movement at present towards university owned and operated housing, but also stated that even with the Thomas Jefferson addition, the university will only be able to house 1/4 of the students. Professor Pursell stated that he felt that in the sense that the university uses facilities that are owned by Rolla businesses that this is a factor in promoting good town-university relations. The question was also raised about the need for future housing in regard to the development of an engineering program at UMSL and the increase of the engineering department at UMKC. The Chancellor stated that he felt that any real development of an engineering department in St. Louis is years away; however, Kansas City has received funds for renovation there. The Chancellor still does not feel that this is a threat to UMR. He stated that he feels there is room for a much larger engineering enrollment in Missouri—that only 1/30 of the engineers working in Missouri are educated in the state. Chancellor Marchello feels that if UMR continues to do the quality job that has been done for the past 110 years and if we try to keep costs reasonable, we have no worry. The Chancellor is very optimistic that UMR need not feel threatened.

X, 5 ADMISSIONS & ACADEMIC STANDARDS. Professor Russell referred the Council
.13 members to the A&AS Committee Report circulated with the agenda and moved that the Council adopt the Committee's recommendations regarding item 1 of the report. The motion was seconded. Dr. Patterson questioned if the

decision made by a department to drop a student for scholastic reasons could still be appealed to the dean of that school. Dr. Russell answered, yes. Chairman Stigall called for a vote on the motion; the motion carried.

X, 5
.14 Dr. Russell stated that it was the decision of the A&AS Committee that since the terms "*unclassified*," "*undecided*," and "*restricted*" were used primarily by the Registrar's Office and that there is no violation of academic standards involved in their use, the Committee chose to take no action on this item. Chairman Stigall ruled that the Committee report would be accepted and that item 2 would be removed from the agenda. Professor Schowalter moved that the terms "*unclassified*," "*undecided*," and "*restricted*" be defined, and that these definitions be included in the Manual of Information; the motion was seconded and carried. This item was referred to the Registrar's Office.

X, 5
.15 PUBLIC OCCASIONS. Professor Schaefer referred the Council members to the Proposed UMR Calendar for 1982-83 circulated with the agenda and moved for its approval. The motion was seconded. Professor Schaefer stated that the calendar followed the pattern of past calendars with one change. The dates listed for the summer session 1983 begin with May 16, which is the day after commencement and end August 13, three or four days before the next fall semester begins. There is no intention of having the summer session run this full time; however, he stated that these dates take into consideration the possibility of having a two week session in May and another two week session in August, with a six week session in between. These dates make scheduling one, two or all three of these sessions possible. The dates of the summer session(s) will be announced by the Registrar's Office. Chairman Stigall called for a vote on the motion; the motion carried.

X, 5
.16 Professor Schaefer distributed copies of the Public Events Dates for the School Year 1981-82. These dates are as follows:

Homecoming	October 9-10, 1982	Northwest Missouri State
Parent's Day	October 24, 1981	Central Missouri State
National Merit Day	October 30, 1981	
University Day	October 31, 1981	Evansville
Science & Engineering Fair	March 26-27, 1982	
Commencement*	December 20, 1981	
Commencement*	May 16, 1982	
Summer Open House	July 9, 1982	

*Approved in 1981-82 Calendar

Professor Schaefer stated that in the past they had tried to avoid having National Merit Day and University Day on the same weekend; however, this year in order to avoid conflicting with the National SAT Tests, it is imperative to schedule National Merit Day and University Day on the same weekend. Professor Schaefer moved for approval of the Special Events dates. The motion was seconded and carried.

X, 5
.17 CURRICULA COMMITTEE. In the absence of Dr. Tsoulfanidis, chairman of the Curricula Committee, Chairman Stigall called for a motion on the report from the Committee. Dean Spokes moved that the Council accept the Curricula

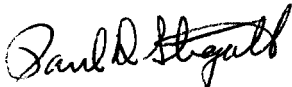
Committee Report; it was seconded. Professor Russell questioned the special problems courses listed on page 2 of the report and questioned which department this referred to. Professor Geonetta stated that this was the standard description used in the Catalog. Professor Smith questioned if the Committee was aware that they were adding five courses to an area that presently has only two courses. Dr. Bledsoe, representing the Curricula Committee, stated that the Committee had considered this and that there were no guidelines referring to this question. He stated, however, that there were three precedents in this matter. Chairman Stigall called for a vote on the motion; the motion carried.

X, 5
.18 INTERCAMPUS FACULTY COUNCIL. Dr. Patterson reported that the Intercampus Faculty Council had discussed the budget at their last meeting. President Olson presented to the Council some of his considerations in regard to the presentation of the budget for 1981-82. One of the items President Olson discussed with the Council was a list of questions he felt the legislature would expect him to answer: 1. Can there be a salary increase without an operating budget increase? 2. Can the Optometry School be supported with no increase? 3. Can the non-state portion of the budget be increased? At present, 32% of the budget comes from non-state funds. The Intercampus Faculty Council brought up the possibility of the University doing something dramatic to show these needs. President Olson and Vice President George do not feel that this is the time to make a dramatic move. President Olson has stated in the media that salary increases would continue to be the number 1 priority even with no budget increases.

X, 5
.19 The Financial Exigency document was discussed. A shortened version has been written by Vice President George, and this new document is being reviewed by a sub-committee of the Intercampus Faculty Council. This sub-committee is made up of four of the previous members of the old committee that wrote the original document plus Vice President George. This committee will report back to the Intercampus Faculty Council at their next meeting. The Council will then determine if they want to endorse the document. President Olson is still considering whether the document should be an executive order from his office (President Olson prefers this), or whether it should be submitted to the Board of Curators for their approval. Most faculty members seem to prefer the latter. The Financial Exigency document will be available for review after the next meeting. Professor Smith stated that in the past the Academic Council gets about two days to review these documents and questioned if it could be circulated now. Professor Patterson stated that this could be done now; however, some changes are likely to be made.** The question was raised by Associate Dean Cogell as to what was wrong with the basic document. Professor Patterson answered that the problems are two-fold. First, the original document was written before the new tenure regulations were written and approved, and it is widely felt that there is a lot of overlap between the two documents. The second reason is very complicated, stated Professor Patterson, and concerns whether the administration wants to ask the Board of Curators to approve something that deals strictly with safeguards for faculty members and does not necessarily address difficulties of other staff members. This is a sensitive issue.

- X, 5
.20 Professor Patterson stated that the Grievance Procedures, which have not been used on this campus, are being considered for possible changes. Professor Patterson has the suggested changes and will send a copy to anyone interested in reviewing them. The changes mainly deal with clarification of procedures relative to the presence of the grievant and the respondent at the hearings. The UMC Senate proposed changes at variance with those recommended by UM council. UMC is the only campus that makes extensive use of the grievance procedure.
- X, 5
.21 Professor Patterson reported that the Intercampus Faculty Council is beginning a series of discussions on the University policy on sexual harassment. A draft document has been written relative to this and Professor Patterson has a copy of this draft document. Anyone interested in a copy of the draft document on sexual harassment can contact Dr. Gary Patterson. The Chancellors will have a meeting to discuss this matter on February 5, any recommendations or suggestions can be sent to Chancellor Marchello before that time; or they can be sent to Professors Gary Patterson, Jim Pogue, or Beverley Clark before the next Intercampus Faculty Council meeting to be held on February 17.
- X, 5
.22 ANNOUNCEMENTS. Chairman Stigall announced that at the February 19 meeting of the Academic Council, a short presentation on safety will be made by the campus Safety and Risk Management Representative.
- X, 5
.23 REFERRALS. Chairman Stigall stated that he had received a memorandum from Provost Fort concerning a change in the title of the Mathematics Department. It is being proposed that the name of the department be changed to the Mathematics and Statistics Department. Provost Fort is requesting that the Council review this request and either endorse the recommendation or not endorse it. This item will be referred to the RP&A Committee to be added to the agenda for the February meeting. The information received from Provost Fort will be circulated with the agenda. This proposal will not be sent to committee, but will be an item of new business for the February meeting. The question was raised if this will change the title of the degree also. Chairman Stigall stated that the memorandum states that this will be a change in the name of the department only and will not change the title of the degree received.
- X, 5
.24 Chairman Stigall asked if there were any items of new business, announcements or referrals to be brought before the Council; hearing none, the meeting was adjourned at 3:00 p.m.

Respectfully submitted,



Paul D. Stigall, Chairman

*Complete document filed with the smooth copy.

**A copy of the shortened version of the Financial Exigency document is being circulated with these minutes to Council members and Department Chairmen only.

Minutes of the Academic Council are considered official notification and documentation of actions approved.

From the desk of . . .

Nick Tsoulfanidis

Paul,

Dr D.R. Edwards
will substitute for
me on Thursday

1-22-81.

Nick

1-22-81

Wayne Cogell for Dean Marvin Barker

MEMORANDUM TO: UMR FACULTY

RE: AGENDA for the Academic Council Meeting, Thursday, January 22, 1981,
at 1:30 p.m. in Room 227 of Fulton Hall.

- I. Approval of the minutes of the November 20, 1980, meeting of the Academic Council.
- II.**Presentation by Campus Planning Consulting Firm (20 min.) Team Four, Inc.
- III. Unfinished Business
- IV. Administrative Reports and Responses to Actions Approved by the Council
 - A. Administrative Reports J. Marchello
 - 1. Status of UMR Budget
 - 2. Status of T.J. Hall Tunnel
 - B. Administrative Response - None
- V. Reports of Standing and Special Committees
 - A. .0406.02 Admissions & Academic Standards (5 min.) R. Russell
 - *1. Readmission of Students - Undeclared major (Oct. 23, 1980; X, 3.2)
 - *2. Definition of terms—"unclassified," "undecided," and "restricted" (Oct. 23, 1980; X, 3.15)
 - B. .0406.03 Public Occasions (5 min.) R. Schaefer
 - *1. Approval of the 1982-83 UMR Calendar
 - 2. Approval of Public Occasion Dates for 1981-82
 - C. .0406.06 Curricula (5 min.) N. Tsoulfanidis
 - *1. Report #3 1980-81
 - D. .0406.07 Facilities Planning (No Report) N. Aughenbaugh
 - 1. Conversion of Classrooms to Office Space (Oct. 23, 1980; X, 3.17)
 - E. .0406.09 Personnel (No Report) J. Johnson
 - 1. Policy Memo Codification (Oct. 25, 1979; IX, 3.17)
 - F. .0406.11 Rules, Procedures & Agenda (No Report) R. Schowalter
 - 1. Review of By-laws for possible changes (August 23, 1980; X, 1.15)
 - G. .0406.12 Student Affairs (No Report) G. Lewis
 - 1. Procedure for student grade appeals (June 19, 1980; IX, 11.7)
 - 2. Summer credit hour limit (Aug. 28, 1980; X, 1.16)
 - H. .0406.13 Student Awards & Financial Aids (No Report) J. Bayless
 - 1. Waiver of out-of-state fees for National Merit Scholars (Sept. 25, 1980; X, 2.22)
 - I. .0407.05 Tenure (No Report) O. Crosser
 - 1. Dismissal of Tenured Faculty (Oct. 25, 1979; IX, 3.14)
 - J. Intercampus Faculty Council (5 min.) G. Patterson
- VI. New Business P. Stigall
- VII. Announcements
 - A. Referrals P. Stigall

* Supplementary material sent to Academic Council Members and Department Chairmen.

** ALL INTERESTED FACULTY MEMBERS ARE ENCOURAGED TO ATTEND THE MEETING.

REPORT OF THE COMMITTEE ON ADMISSIONS AND ACADEMIC STANDARDS

Re: Material referred to the committee by Academic Council. Se Minutes of October 23, 1980.

The committee recommends the addition of the statement in parentheses to the motion presented at the Academic Council Meeting of October 23, 1980 which was referred back to the committee.

(Additions in italics.)

Item #1. Manual of Information, June 1979 IX.2.C p. 53

"If you have been dropped for scholastic deficiency you may continue your enrollment during a summer session but will not be allowed to enroll for a fall semester or a spring semester without permission of the chairman of the department in which you are majoring. *If you desire to change departments and apply for readmission, the department to which admission is desired must be specified and admission is contingent upon your acceptance by that department and upon your pursuing the prescribed program of course work toward a degree in that department. Subsequent transfer to another department, whether with scholastic deficiencies or not, must be approved by that department. (If you have not declared a major your Dean will make a decision about your readmission.)*

d. In all cases of scholastic deficiency, if you are so affected you may appeal to the dean of the school or college in which you are enrolled for reconsideration.

Item #2. Council Minutes X, 3.15.

The committee finds that the terms "unclassified", "undecided" and "restricted" are used primarily by and for the registrar's office and that there is no violation of academic standards involved in their use, hence no action is recommended.

*Recommendations
to calendar com.
for approval of A.C. @
its next meeting*

R.A. Schaefer

PROPOSED UMR CALENDAR
1982-83

FALL SEMESTER 1982

Freshman orientation	Aug. 17, Tues.
New student orientation	Aug. 18, Wed.
Student registration 8:15 a.m. - 4:30 p.m.	Aug. 19, Thurs.
Registration ends 3:00 p.m.	Aug. 20, Fri.
Classwork begins 7:30 a.m.	Aug. 23, Mon.
Labor Day Holiday	Sept 6, Mon.
Mid-Semester	Oct. 16, Sat.
Thanksgiving vacation begins 7:30 a.m.	Nov. 24, Wed.
Thanksgiving vacation ends 7:30 a.m.	Nov. 29, Mon.
Last Class day	Dec. 10, Fri.
Reading day	Dec. 11, Sat.
Final Examinations begin 8:00 a.m.	Dec. 13, Mon.
Final Examinations end 5:30 p.m.	Dec. 18, Sat.
Fall semester closes 5:30 p.m.	Dec. 18, Sat.
Fall Commencement	Dec. 19, Sun.

SPRING SEMESTER 1983

Student registration 8:15 a.m. - 4:30 p.m.	Jan. 10, Mon.
Student registration ends 3:00 p.m.	Jan. 11, Tues.
Classwork begins 7:30 a.m.	Jan. 13, Thurs.
Mid-Semester	Mar. 5, Sat.
Spring recess begins 7:30 a.m.	Mar. 17, Thurs.
Spring recess ends 7:30 a.m.	Mar. 21, Mon.
Spring break begins 7:30 a.m.	Apr. 2, Sat.
Spring break ends 7:30 a.m.	Apr. 11, Mon.
Last Class day	May 6, Fri.
Reading day	May 7, Sat.
Final Examinations begin 8:00 a.m.	May 9, Mon.
Final Examinations end 5:30 p.m.	May 14, Sat.
Spring semester closes 5:30 p.m.	May 14, Sat.
Annual Commencement	May 15, Sun.

SUMMER SESSION 1983

*Summer Session begins	May 16, Mon.
Memorial Day Holiday	May 30, Mon.
Independence Holiday	July 4, Mon.
*Summer Session closes 12:00 noon	Aug. 13, Sat.

*The summer sessions on the Rolla campus are of variable length.
Registration times and dates for specific sections to be announced.

CLASS SESSIONS

		M	Tu	W	Th	F	S
(Excluding examinations)	Fall	15	16	15	15	15	14
	Spring	15	15	15	15	15	13

NOTE: For the St. Louis Graduate Center, all class sessions/holidays/examinations will coincide with the calendar of the University of Missouri-St. Louis evening program. Registration times and dates to be announced later.

PROPOSED UMR CALENDAR

1982-83

FALL SEMESTER 1982

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NOTE: For the St. Louis Graduate Center, all class sessions/holidays/
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 Missouri-St. Louis evening program. Registration times and dates
 to be announced later.

APPROVED BY UMR CURRICULA COMMITTEE
December 2, 1980

NUMBER	SCHOOL	DEPT	ADD	DELETE	C H A N G E O F					
					CR HRS	PRE- REQ	COURSE TITLE	CATALOG DESCR.	COURSE NO.	OTHER
1739-80-2202-351-10	M&M	Petr	X							
1740-80-2302-083-32	A&S	C Sci				X				
1741-80-2302-268-10	A&S	C Sci	X							
1742-80-2302-293-33	A&S	C Sci				X				
1743-80-2302-000-00	A&S	C Sci								X Curriculum
1744-80-2007-085-36	A&S	Hum								X Dept. Reorg.
1745-80-2007-100-10	A&S	Hum	X							
1746-80-2007-101-10	A&S	Hum	X							
1747-80-2007-200-10	A&S	Hum	X							
1748-80-2007-201-10	A&S	Hum	X							
1749-80-2007-210-10	A&S	Hum	X							
1750-80-2007-283-36	A&S	Hum				X	X			X Dept. Reorg.

(B. Hegler)

THE FIRST OF THIS FISCAL YEAR, THE UNIVERSITY WENT INTO A PROGRAM OF SELF-INSURANCE FOR ITS WORKERS' COMPENSATION INSURANCE. THIS MEANS THAT THE UNIVERSITY WILL PAY WORKER'S COMPENSATION CLAIMS FOR COSTS UP TO A CERTAIN CATASTROPHIC LEVEL PER ACCIDENT. CATASTROPHIC INCIDENTS WILL BE UNDERWRITTEN BY AN INSURANCE FIRM WHOM YOU WILL BE HEARING MORE FROM.

THE BEST WAY TO AVOID ACCIDENTS IS TO HAVE A GOOD SAFETY AND RISK MANAGEMENT (SRM) PROGRAM. THE UNIVERSITY HAS THE BASIS FOR SUCH A PROGRAM. IN FACT, DURING THE LAST EIGHT YEARS, THE UNIVERSITY HAS STEADILY INCREASED ITS EFFORT IN SRM. THE POLICIES AND GUIDELINES FOR SRM ARE CONTAINED IN THE SRM MANUAL (SEE GREEN SRM MANUAL). UMR has a Safety Office (Eldon Johnson, Dave Clifton & Helen Baird) Safety Dept. Safe Tech

NO PROGRAM, SAFETY OR OTHERWISE, CAN BE A SUCCESS WITHOUT THE SUPPORT OF THE ENTIRE MANAGEMENT STRUCTURE OF THE ORGANIZATION WHICH IT SERVES. THE AVERAGE ADMINISTRATOR DOES NOT HAVE THE TIME TO READ AND SEE THAT THE POLICIES AND GUIDELINES OF SRM ARE CARRIED OUT. THEREFORE, THE UMR SRM COMMITTEE IS PROPOSING THAT A SAFETY OBSERVER BE APPOINTED TO CARRY OUT SRM ACTIVITIES FOR EACH ENTITY AT UMR. ANY SAFETY PROBLEM SHOULD BE REPORTED TO THE OBSERVER. HE WOULD SEE THAT THE PROBLEM IS CORRECTED THROUGH THE NORMAL ADMINISTRATIVE CHANNELS OF THE UNIVERSITY. THE USE OF THE SAFETY OBSERVER HAS BEEN APPLIED SUCCESSFULLY IN INDUSTRY, AND WE BELIEVE IT WILL WORK WELL AT UMR.

DENNIS Kearder, from College Bassett is going to
THANK YOU. provide you



UNIVERSITY OF MISSOURI-ROLLA

Office of the Registrar

103 Parker Hall
Rolla, Missouri 65401
Telephone (314) 341-4161

February 2, 1981

MEMORANDUM TO: Dr. Paul Stigall, Chairman of the Academic Council

FROM: Lauren A. Peterson, Associate Registrar

LAP

I would like to recommend that, subject to approval by the Academic Council, the following material be added to the 1981-82 Manual of Information. I believe that the information given below is an accurate reflection of the current policy which is now being followed.

IX. Unsatisfactory work: (See bottom of page 52 of the 1980-81 Manual of information)

2. Average Grade Requirements. ...

- a. ...
- b. ...
- c. ...
- d. In all cases of scholastic deficiency, if you are so affected, you may appeal to the dean of the school or college in which you are enrolled for reconsideration.

(Add the following material)

- e. Students who have been denied readmission to the department in which they were majoring may be granted readmission by the academic dean into a temporary status called "restricted." Restricted students are permitted to register on scholastic probation and are normally limited to a maximum schedule of 12 semester hours. Academic advising is done by an advisor assigned to the student by the chairman of the department in which the student was previously enrolled. Readmission as a restricted student is normally with the understanding the student will complete testing and counseling as prescribed by the UMR Counseling and Testing Center. At the end of the first semester in a restricted category, future registration is permitted only if the student has either cleared scholastic probation or has been granted readmission to an academic department. Students in a restricted category are eligible for graduation only after readmission to an academic department.

LAP/dp



UNIVERSITY OF MISSOURI-ROLLA

School of Mines and Metallurgy

Department of ~~MINING, METALLURGY AND~~
Geological Engineering

125 Mining Building
Rolla, Missouri 65401
Telephone (314) 341-4751

February 17, 1981

MEMORANDUM TO: Academic Council

FROM: N. B. Aughenbaugh, Chairman
Facilities Planning Committee

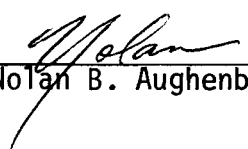
RE: Conversion of Classrooms to Offices

Some classrooms in past years have been converted to offices. In some cases, department chairmen or their dean's have requested the conversion to accommodate office space for faculty. In the most recent case, office space was required for associate deans in the three Schools and College when the Graduate School and Continuing Education Division were decentralized.

In response to the concern raised by certain faculty that UMR does not have enough classrooms and how the decision is made to authorize the conversion, the following comments are offered:

1. The academic deans are actively involved in any decision involving space use in buildings controlled by their school or college. Department Chairmen are consulted with regard to space in their departments.
2. Classroom space is a premium during the prime time periods. Efforts must be made to more fully utilize the facilities during the entire day. Early morning and late afternoon utilization is down to approximately 40%.
3. Generally departments prefer faculty offices to be adjacent to their administrative areas. Therefore, trade-offs must be considered with respect to improved utilization of the remaining classrooms.

In summary, the classrooms that have been converted to office space in recent times usually have stemmed from department or school requests.


Nolan B. Aughenbaugh

NBA:kks

MEMORANDUM TO: UMR FACULTY

RE: AGENDA for the Academic Council Meeting, Thursday, February 19, 1981, at 1:30 p.m. in Room 227 of Fulton Hall.

- **I. Presentation on Campus Safety & Risk Management (30 min.)
 - A. Supervisory Training as Related to Self-Insurance D. Reardon
- II. Approval of the minutes of the January 22, 1981, meeting of the Academic Council.
- III. Unfinished Business
- IV. Administrative Reports and Responses to Actions Approved by the Council
 - A. Administrative Reports
 - 1. Status of UMR Budget - Reduction in Appropriated Funds J. Vaughn
 - B. Administrative Response
 - *1. Definition of terms—"unclassified," "undecided," and "restricted" (Jan. 22, 1981; X, 5.14) L. Peterson
 - V. Reports of Standing and Special Committees
 - A. .0406.07 Facilities Planning (5 min.) N. Aughenbaugh
 - *1. Conversion of Classrooms to Office Space (Oct. 23, 1980; X, 3.17)
 - B. .0406.09 Personnel J. Johnson
 - 1. Policy Memo Codification (Oct. 25, 1979; IX, 3.17)
 - *2. Proposed Leave Policy
 - C. .0406.11 Rules, Procedures & Agenda (10 min.) R. Schowalter
 - 1. Review of By-laws for possible changes (August 23, 1980; X, 1.15)
 - *2. Department Name Change for Mathematics
 - D. .0406.12 Student Affairs (10 min.) G. Lewis
 - 1. Procedure for student grade appeals (June 19, 1980; IX, 11.7)
 - 2. Summer credit hour limit (Aug. 28, 1980; X, 1.16)
 - *3. Recognition of the Student Organization Constitution
 - a. Army ROTC Intramural Team
 - b. UMR Cooperative Education Association
 - c. UMR Veteran's Assistance Association
 - d. Independents' Coordinating Council
 - e. Society of Hispanic Professional Engineers
 - E. .0406.13 Student Awards & Financial Aids (No Report) J. Bayless
 - 1. Waiver of out-of-state fees for National Merit Scholars (Sept. 25, 1980; X, 2.22)
 - F. .0407.05 Tenure (No Report) O. Crosser
 - 1. Dismissal of Tenured Faculty (Oct. 25, 1979; IX, 3.14)
 - G. Intercampus Faculty Council (5 min.) G. Patterson
 - H. Staff Benefits and Investments (10 min.) W. Brooks
 - 1. Committee Update
- VI. New Business
 - *A. English Proficiency for International Students T. Fort
- VII. Announcements P. Stigall
 - A. Referrals

* Supplementary material sent to Academic Council Members and Department Chairmen.

** All Interested Faculty Members are Encouraged to Attend this Meeting.



UNIVERSITY OF MISSOURI-ROLLA

Office of the Chancellor

206 Parker Hall
Rolla, Missouri 65401
Telephone (314) 341-4114

January 23, 1981

To: Drs. Fort, Stigall and Knight
From: J. M. Marchello *JM Marchello*
Subject: Leave Policy

Attached is a copy of Vice President George's memorandum of January 20 regarding possible changes in our Leave Policy. He asked for comments by April 1 from deans, department chairmen and faculty groups. You each chair these respective groups. Please seek their comments and send them to me by March 23.

JMM/mlc
Attachment

UNIVERSITY OF MISSOURI
VICE PRESIDENT FOR ACADEMIC AFFAIRS
309 UNIVERSITY HALL
MEMORANDUM

JAN 22 1981
1566/80-81

January 20, 1981

TO: Chancellor Arnold Grobman
 ✓Chancellor Joseph Marchello
 Chancellor George Russell
 Chancellor Barbara Uehling

FROM: Melvin D. George *mdg*

SUBJECT: Leave Policy

The Provosts Group has discussed again the possible revision of the University's policy on sabbatical leave and feels that the document is now ready for wider discussion. I am therefore sending you a copy of the latest draft, with the request that it be discussed with deans, department chairmen, and faculty groups. I would appreciate having comments by April 1, so that we can take the next steps in reaching a decision about this matter.

Howard Mancing in my office has done most of the work involved in preparing the various drafts of this document, and should there be questions of interpretation or intent, please feel free to have them directed to him. The document proposes a considerable liberalization of our leave policy, designed to increase opportunities of faculty members for leaves for purposes of renewal, development, or research.

MDG:rm
Enclosure

cc: President James C. Olson
Vice President James Buchholz
Provosts Group
Howard Mancing
Intercampus Faculty Council

The Comprehensive Academic Leave Program
of the University of Missouri

The purpose of the Comprehensive Academic Leave Program of the University of Missouri is to support faculty research, teaching and professional development. In accord with this aim, the University sponsors three distinct types of leaves of absence:

1) Sabbatical Leave for Renewal. University of Missouri Sabbatical Leaves for the purposes of professional and personal renewal are available to regular faculty after six years of service to the University. A variety of research or development projects may be pursued while on sabbatical leave. Faculty on sabbatical leave receive one-half of their regular salary for the leave period. Approval by the appropriate administrative officers is required. The program is self-supporting and may provide cost savings to support the two other leave programs. Provision is made for the current one-semester research leave at full salary in the research leave program below.

2) Research Leave. University of Missouri Research Leaves are available to regular faculty who have established scholarly, artistic or research records as indicated, for example, by membership in the University of Missouri Doctoral Faculty or by other evidence of achievement. External fellowship or grant monies should be sought to fund all or part of most research leaves, but, whether or not such outside funding is available, full salary plus appropriate overseas differential living and travel expenses are to be provided. Approval by the Chancellor and President with appropriate prior peer and campus administrative review is required. The program is financed through a special Research Fund, which might include Weldon Spring monies and leave cost savings, and/or through adjustment in departmental work. There is no requirement for a minimum length of prior service.

3) Development Leave. University of Missouri Development Leaves are available to regular faculty for many kinds of professional, instructional and administrative development. Many professional administrators and librarians, as well as extension field staff, should be considered eligible for development leaves. External fellowship or grant monies may fund all or part of some development leaves, but, whether or not

such outside funding is available, full salary plus appropriate overseas differential living and travel expenses are to be provided. Approval by the Chancellor and President with appropriate prior peer and campus administrative review is required. The program is financed through a special Faculty Development Fund and leave cost savings, and/or through adjustment in departmental work. There is no requirement for a minimum length of prior service.

Notes and Observations:

1) Any type of leave may be taken for any reasonable length of time, subject to other University policy. Full academic-year and one-semester leaves will be most common, but other short periods or combined summer leaves can be considered.

2) External fellowship or grant funding should always be sought in conjunction with a research leave application and should be encouraged in conjunction with a development or sabbatical leave application.

3) Concerted efforts should be made to assure that no faculty member suffers financially while on research or development leave. Supplements to cover travel and inflationary adjustments while living abroad should be provided.

4) Salary increments and promotions should not be withheld for faculty on leave; years spent on leave should be applied toward vesting in the University retirement program and should not affect adversely a professor's retirement income.

5) The total amount of funds available to research and development leave programs on any campus may be insufficient to support all worthy applications; in such cases, awards should be made on a competitive basis by the appropriate committees. Special care should be taken to avoid any prejudice against those disciplines (e.g., the Humanities) in which little external funding is available.

6) Departmental staffing problems caused by any leave of absence should be solved by the department chairperson and divisional dean but should rarely (if ever) be presented as an insurmountable obstacle to the awarding of a legitimate leave request.

7) Faculty still retain the option of taking a leave of absence without pay.

8) Under any leave program, faculty must state their intention to return after the leave period and must report on their accomplishments while on leave to the proper administrative officers.

9) Departments and divisional deans should be encouraged to consider flexible workload assignments so that semesters of little or no teaching are counterbalanced by overload assignments in other semesters in order to allow faculty ample opportunity to pursue research and other professional interests. This option may be particularly attractive to untenured assistant professors striving to establish scholarly credentials.

1/20/81



UNIVERSITY OF MISSOURI-ROLLA

Office of the Provost

Parker Hall
Rolla, Missouri 65401
Telephone (314) 341-4138

January 22, 1981

MEMORANDUM TO: Paul D. Stigall, Chairman
Academic Council

W. Nicholas Knight, Chairman
Committee of Department Chairmen

FROM: Tomlinson Fort, Jr.
Provost

SUBJECT: Department Name Change in Mathematics

The appended name change request by the Mathematics Department has been forwarded to me by Marvin Barker.

To me, the request sounds most reasonable. Yet, I am also aware that changes such as proposed can sometimes infringe on another unit's perceived "turf". Consequently, before acting on Dean Barker's memorandum, I ask that both Academic Council and the Committee of Department Chairmen review it. Following such review, I would like a memorandum from each of you indicating your constituency's endorsement (or lack of endorsement) of the proposal.

TFjr/dg

Enclosure

cc: Joseph M. Marchello, Chancellor
Marvin W. Barker, Dean, College of Arts and Sciences
A. Glen Haddock, Chairman, Department of Mathematics

A handwritten signature in black ink, appearing to read "Tomlinson Fort, Jr.", written over a diagonal line.



UNIVERSITY OF MISSOURI-ROLLA

College of Arts and Sciences

1909
JAN 12 1981

Office of the Dean

G-4 Humanities - Social Sciences

Rolla, Missouri 65401

Telephone (314) 341-4131

341-4128

January 8, 1981

MEMORANDUM TO: Provost Tomlinson Fort, Jr.

FROM: Marvin W. Barker *MWB*

RE: Request for Department Name Change in Mathematics

The Mathematics Department at an April staff meeting voted to request a name change from Mathematics to Mathematics and Statistics. The basis for the request is to provide a title consistent with the course offerings and research effort of the department. The department offers some 45 credit hours in statistics, and approximately 30% of the departmental research is in the statistics area. Since 1970 the department has produced 30 doctorates, and, of this number, 12 did their doctoral theses in statistics.

In many institutions separate departments of Statistics do exist. However, it is also quite common to find departments of Mathematics and Statistics. In order for the program here to communicate to both prospective students and prospective employers of our students the existence of a strong Statistics sector on our campus, the name change is necessary.

Finally, this name change would not imply a change in direction or emphasis in the department. Statistics, an area which is particularly appropriate for the University of Missouri-Rolla, has been an integral part of the mathematics program for a number of years.

I support this request and ask that the name change be approved by you.

gf

cc: Dr. Haddock



UNIVERSITY OF MISSOURI-ROLLA

Office of the Provost

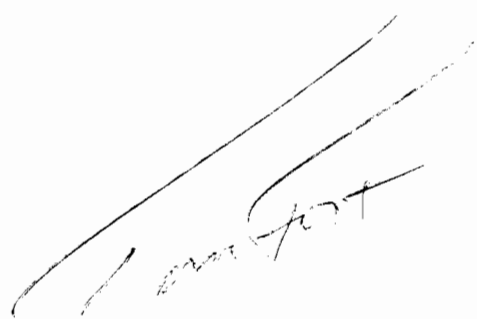
Parker Hall
Rolla, Missouri 65401
Telephone (314) 341-4138

February 5, 1981

MEMORANDUM TO: Dr. Paul Stigall
Chairman, Academic Council

FROM: Tomlinson Fort, Jr.
Provost
Chairman, COD

SUBJECT: English Proficiency for International Students



The appended resolution is forwarded from the Committee of Deans to the Academic Council for review and action. Current practice is as follows:

School of Engineering

Minimum TOEFL scores in the range of 500 to 550 are required depending upon the department. More stringent requirements are placed upon international students desiring to hold graduate teaching assistantships.

College of Arts and Sciences

Each department requires a minimum of a 550 TOEFL score.

School of Mines and Metallurgy

The School requires a 550 TOEFL score for admission of students.

The Graduate School

Minimum proficiency requirements for Graduate work for admissions for students from non-English speaking foreign universities: Engineering 500, Arts and Sciences 500, and Mines and Metallurgy 550.

A copy of the present Application Procedure for International Students is also enclosed for your review.

TFjr/dg

Enclosures

cc: Joseph M. Marchello, Chancellor
Robert B. Lewis, Director of Admissions
Committee of Deans

November 11, 1980

WHEREAS

There is no current uniform campus-wide policy at the University of Missouri-Rolla on how an international student should demonstrate proficiency with the English language and

WHEREAS

The Committee of Deans believes that such a policy is desirable, both to avoid confusion and to ensure that students at UMR are able to understand English

THEREFORE

The Committee of Deans recommends that a minimum score of 550 on the TOEFL examination be required of all international student applicants prior to their admission to UMR. Recognizing that there may occur circumstances which should lead to exception to this general policy, COD recommends that the 550 rule may be waived by the appropriate academic dean or, for graduate students, by agreement of the academic dean and graduate dean.

APPLICATION PROCEDURE FOR INTERNATIONAL STUDENTS

AT PRESENT
NO
SCORE →
INDICATED
NOR METHOD
OF "DEMONSTRATION"

International Students who wish to enter the UNIVERSITY OF MISSOURI-ROLLA are required to:

1. Demonstrate sufficient command of English, to successfully pursue work at the University of Missouri-Rolla.
2. Submit an application for admission.
3. Submit at the earliest possible date official transcripts (marksheets) for each year from all schools attended, showing courses taken, grades earned, rank in class, grade point average, and class or division earned if applicable. The applicant will be notified when evaluation is completed. Please note the following condition:
 - a. Students transferring from another American college or university are required to complete one year before transferring. With the application, students must submit a complete transcript sent directly from the school; or a transcript showing one semester (or two quarters) and a list of courses in progress. UMR's international student questionnaire must be completed by the foreign student advisor from American institutions attended.
4. Submit a statement verifying ability to provide financial support:
 - a. Overseas applicant: A financial statement made by the applicant, parent, sponsor or bank indicating source and amount of funds available per year.
 - b. Stateside applicant: Complete and return the international student questionnaire containing adequate information regarding finances.
5. Have a physical examination by a licensed physician. We will send a physical examination form to you after we have evaluated your credentials and have found them satisfactory for admission here.
6. Pay all expenses while in school here. The University of Missouri-Rolla HAS LIMITED FINANCIAL AID which can be made available.

WOULD →
STILL HAVE
TO DEMONSTRATE
#1 by 550 TOEFL?

PLEASE NOTE: YOUR APPLICATION FOR ADMISSION WILL NOT BE GIVEN CONSIDERATION UNTIL ITEMS 1 THROUGH 4 (ENGLISH VERIFICATION, APPLICATION, COMPLETE TRANSCRIPTS, FINANCIAL STATEMENT) HAVE BEEN RECEIVED. IF YOUR COMPLETED APPLICATION MATERIALS ARE NOT RECEIVED BY THE DEADLINES INDICATED BELOW, YOU WILL BE DELAYED ONE SEMESTER.

APPLICATION DEADLINES

Fall Semester-June 1
Spring Semester-October 1
Summer Session-March 1

ESTIMATED ANNUAL COST FOR UNDERGRADUATE AND GRADUATE INTERNATIONAL STUDENTS FOR 1981-82 (subject to change)

For 12 months residence and study:	
Room, board, etc. \$350.00 x 12	\$4200.00
Tuition, fees	
First Semester (due August)	1370.75
Second Semester (due January)	1363.25
Summer Session (due June)	666.75
	<u>57600.75</u>

All international students are required to enroll in University Insurance or have equivalent insurance coverage.

Annual costs:	
Student Only	\$ 50.00
Student and Spouse	152.00
Family	252.00

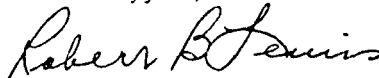
MESSAGE: GRADUATE APPLICANTS MUST PRESENT SCORES ON THE VERBAL, QUANTITATIVE AND ADVANCED PORTIONS OF THE GRADUATE RECORD EXAMINATIONS.

Dear International Student:

The paragraph marked pertains to you.

- I wish to acknowledge receipt of your:
- | | | |
|---------------------------------------|--|---------------------------------------|
| <input type="checkbox"/> TOEFL Score | <input type="checkbox"/> Transcripts | <input type="checkbox"/> GRE Scores |
| <input type="checkbox"/> Sufficient | <input type="checkbox"/> Complete | <input type="checkbox"/> Verbal |
| <input type="checkbox"/> Insufficient | <input type="checkbox"/> Incomplete | <input type="checkbox"/> Quantitative |
| <input type="checkbox"/> ELI Report | <input type="checkbox"/> Financial Statement | <input type="checkbox"/> Advanced |
| <input type="checkbox"/> Sufficient | <input type="checkbox"/> Sufficient | |
| <input type="checkbox"/> Insufficient | <input type="checkbox"/> Insufficient | |
- Application
- In order to process your application, please submit the following items as marked:
- TOEFL Score
- ELI certification of completion
- Application
- Transcript
- Complete transcripts (marksheets) for each year of school showing courses, grades, and final results.
- Transcript (marksheet) from _____
- Courses in progress from _____
- Financial Statement
- Overseas applicant's statement of adequate finances
- International student questionnaire (enclosed)
- GRE Scores
- Verbal
- Quantitative
- Advanced
- Your application for admission and official records have been found acceptable; your official notice of acceptance and I-20 form will be granted upon receipt of:
- Satisfactory TOEFL score
- ELI certification of completion
- International student questionnaire
- Satisfactory financial statement
- Other _____
- It is too late to process your application for the semester indicated on your application form. Please let me know if you wish to be considered for the _____ semester.

Sincerely yours,



Robert B. Lewis
Director of Admissions

an equal opportunity institution



UNIVERSITY OF MISSOURI-ROLLA

Academic Council

211 Parker Hall
Rolla, Missouri 65401
Telephone: (314) 341-4871

SUMMARY of reports, actions and announcements at the Academic Council meeting of February 19, 1981.

1. Presentation by the Safety and Risk Management Committee: Prof. Hegler
Discussion of the University self-insurance program - Dennis Reardon, Gallagher Bassett Insurance Service
2. Administrative Reports: John Vaughn
3. Administrative Response: Lauren Peterson
4. Facilities Planning Committee Report.
5. Personnel Committee
Discussion of Proposed Leave Policy
6. Rules, Procedures, & Agenda Committee: Professor Schowalter
Mathematics Department Name Change Request
7. Student Affairs Committee: Dr. Lewis
8. Intercampus Faculty Council: Dr. Patterson
9. Staff Benefits and Investments: Professor Brooks
10. New Business: Chairman Stigall
English Proficiency for International Students
Change in Approved Calendar Dates for 1981-82



Chairman Paul D. Stigall called the meeting of the Academic Council to order at 1:30 p.m. on Thursday, February 19, 1981 in Room 227 of Fulton Hall.

- X, 6
.1 Chairman Stigall introduced Professor Burns Hegler, Chairman of the Campus Safety and Risk Management Committee, who reported that the first of this fiscal year, July 1, 1980, the University converted to a self-insurance program for workman's compensation. The University pays workers' compensation claims for costs up to a certain catastrophic level per accident. Catastrophic accidents are underwritten by the Gallagher Bassett Insurance Service. As Chairman of the Safety and Risk Management Committee, Professor Hegler requested that the faculty and all staff members notify the Committee of any safety problems on campus. The Safety and Risk Management Committee has proposed that each department, research center and administrative unit have a safety observer. It should be the responsibility of this individual to read the SRM Manual and to apply the regulations. Professor Hegler introduced Eldon Johnson, Campus Safety Representative. Mr. Johnson will help departments implement this policy.
- X, 6
.2 Professor Hegler introduced Dennis Reardon from Gallagher Bassett Insurance Service who discussed the self-insurance program at UMR. Mr. Reardon stated that the reason for his presentation to the Academic Council is to bring attention to the need for the awareness of the self-insurance program to faculty members. Mr. Reardon reported that during the first six months of this self-insurance program the University of Missouri has spent \$330,000. There have been 484 accidents. Over \$200,000 has been spent in reserve for the Rolla campus alone. The Rolla campus has received 66 percent of the money spent in claims with 6 percent of the accidents. This is due mainly to the two fatalities which occurred on this campus during the six-month period.
- X, 6
.3 Mr. Reardon gave a short slide presentation to create an awareness on campus of accident prevention and safety. Mr. Reardon stated that it is the responsibility of the administration, the faculty, students and all staff members to decrease the number of accidents on campus. Money saved through the self-insurance program can be redistributed. In order for this self-insurance program to be effective there is a need for a concerned management, commitment to results, active involvement, accountability, proper management attitudes and use of services already available (in the university, insurance company, service company, state, federal, and OSHA). Mr. Reardon stated that the purpose for safety inspections is to reveal the faults in the management system. In order for the University to have a good safety program, there needs to be more concern for safety by top management, greater staff commitment, use of outside influences, specific job training and frequent safety inspections.
- X, 6
.4 Professor Tsoulfanidis asked if there would be training seminars for the safety observers. Mr. Reardon stated that this was a possibility. Dr. Pursell stated that there are many dangerous situations on the campus that have existed for a number of years: students riding bicycles on the sidewalks and the icy condition of the steps between the Humanities Building

and the Library to mention a few. Eldon Johnson stated that he will be a trouble shooter on the Campus for these problems.

- X, 6
.5 The question was raised if there was a fund on campus to cover some unique hazardous situations. Mr. Johnson stated that the Safety and Risk Management Committee does have a fund for this and that they do take care of some situations that are top priority on campus. The question was also raised concerning the fire doors in the Electrical Engineering Building. Mr. Johnson stated that the EE Building is a top priority matter at this time.
- X, 6
.6 Chairman Stigall announced the following substitution: Associate Dean Cogell for Dean Barker, and asked for any additions or corrections to the minutes of the January 22, 1981 meeting. Dr. Smith stated that Item 1 of the Admissions & Academic Standards Committee Report that was approved by the Council was not stated in full in the minutes and therefore would not be considered official notification and documentation of this action. The minutes of the January 22, 1981 meeting will be corrected as follows:
"The Admissions and Academic Standards Committee recommends the addition of the statement in parentheses to the motion presented at the Academic Council Meeting of October 23, 1980 which was referred back to the Committee. (Additions in italics.) Item #1. Manual of Information, June 1979 IX.2.C p.53. If you have been dropped for scholastic deficiency you may continue your enrollment during a summer session but will not be allowed to enroll for a fall semester or a spring semester without permission of the chairman of the department in which you are majoring. *If you desire to change departments and apply for readmission, the department to which admission is desired must be specified and admission is contingent upon your acceptance by that department and upon your pursuing the prescribed program of course work toward a degree in that department. Subsequent transfer to another department, whether with scholastic deficiencies or not, must be approved by that department. (If you have not declared a major your Dean will make a decision about your readmission.)*" This statement will be inserted after the first sentence of paragraph X, 5.13. The minutes were approved as corrected.
- X, 6
.7 ADMINISTRATIVE REPORTS. John Vaughn gave a brief report on the 3 percent reduction of the UMR budget. Mr. Vaughn stated that the University of Missouri was appropriated \$170 million plus from general revenue for general operating expenses. Of that amount the Rolla campus received \$20.2 million. By state statute the governor has the authority to withhold 3% of funds if necessary. The governor has requested a 3% reduction from the University. Central Administration utilized a total of \$851,000 of the total University of Missouri 3% reduction from their reserve. Of this amount, the Rolla Campus received \$101,000. This left a balance of \$506,555 to be decreased from the Rolla campus operating funds. The \$506,555 was arrived at by withholding E & E funds from the various departments plus the following: approximately 5 academic positions amounting to \$84,000; 20+ remnants of non-academic positions amounting to \$188,371; increased revenue from the increase in student enrollment amounting to \$111,839; and balance and accounts that were not being utilized for \$25,000. Mr. Vaughn stated that the academic and non-academic positions have been frozen until July 1, 1981. If the freeze is lifted at that time, these positions may be filled. Dean Robertson raised the question of the possibility of an additional 2 percent

being withheld between now and June 30. Mr. Vaughn stated that the governor does have the permission from the legislature to withhold up to 10 percent from all state agencies.

- X, 6
.8 ADMINISTRATIVE RESPONSE. Lauren Peterson discussed the referral made to the Registrar's Office from the January 22, 1981 meeting requesting a definition of the terms "*unclassified*," "*undecided*," and "*restricted*." Mr. Peterson referred to the report from the Registrar's Office that was circulated with the agenda* (Full Copy); and stated that the term "*unclassified*" is no longer used by the Registrar's Office. He felt the term "*undecided*" is self-explanatory. The report mainly deals with the term "*restricted*." Professor Schowalter moved that this report be accepted and the statement be included in the Manual of Information. The motion was seconded. Dr. Patterson moved that an amendment be made to the statement to change the word "*an*" to "*the*" in the last line and the third to the last line of the statement, changing the statement to read "*the academic department*" rather than "*an academic department*" in both instances. The motion was seconded and carried.
- X, 6
.9 Dean Robertson stated that he doubted that this amendment could be enforced feeling that one cannot force a student to graduate from a single department just because he/she had been restricted. He stated that students that are on probation and are in a restricted status are often counseled to transfer to another department. Dr. Patterson stated that the reason for the motion was to prevent students who are restricted as a result of scholastic probation from hopping from department to department. Dr. Patterson stated that he felt that the counseling to change departments should come before the student has reached this status. Dean Robertson still did not feel that the amendment could be legally enforced. He also stated that the amendment changes the statement to read that if the department refuses to readmit a student, the student is dropped from the university, even in the case when the student shows satisfactory academic performance.
- X, 6
.10 It was moved and seconded to amend the statement by deleting the last sentence. The amendment failed. It was stated that the departments should have the right to decide whether or not they will accept a student into their program. But, if a student enters the university in one department and does not succeed in that department, he should be allowed to change departments and not be required to leave the university. Professor Russell stated that changing the statement from "*an*" to "*the*" negates what was passed by the Council concerning this matter at the January 22, 1981 meeting. It was moved and seconded to amend the statement by changing the last sentence to read: "*Students in a restricted category are eligible for graduation in a department only after admission to that academic department.*" Dr. Wolf stated that since this item was apparently not a simple one, he moved that the item be referred to the Admissions and Academic Standards Committee for further study. The motion was seconded and carried.
- X, 6
.11 FACILITIES PLANNING COMMITTEE. Chairman Stigall referred the Council members to the Committee report* (Full Copy) distributed at the beginning of the meeting concerning the conversion of classrooms to offices. This report

briefly states that the changes of classrooms to offices that have been made have been initiated and approved either by the departments or the deans. The motion was made to accept this report and remove the item from the agenda. The motion was seconded. Professor Schowalter stated that he did not feel that this report answered the original question referred to the Committee. The item in question was brought to the attention of the Council from a group of concerned faculty members. Dr. Christensen stated that the report does answer the original concern in part when it states that these decisions are made strictly by the administration, but it does not answer what criteria are used in making these decisions. Dr. Smith stated that it would be helpful to know what fraction of classroom space has been converted to office space. Chairman Stigall stated that if this item is referred back to the Committee, it is the Council's responsibility to give the Committee further instructions concerning this referral. Dr. Patterson suggested that the Committee prepare a list of the classroom space that has been converted to offices and also to what type of office. The question was raised if the Space Allocations Committee still exists on campus. Dean Daane stated that this Committee no longer exists. Dr. Smith recommended that the Council state that there is a need for a Space Allocations Committee and request that this Committee be reinstated.

X, 6
.12 Chairman Stigall called for a vote on the motion to remove the item from the agenda. The motion was defeated. The direction was given to the Committee to prepare a listing of what space has been converted from classroom to office space from a certain date to the present. This listing should indicate the type of office the classrooms are now being used for. The Committee should also investigate what would be the proper criteria to be used for a decision to convert classroom space to offices. Chairman Stigall stated that utilization was also part of the original referral. The motion was made to refer this item back to the Facilities Planning Committee. The motion was seconded and carried.

X, 6
.13 PERSONNEL COMMITTEE. Chairman Stigall referred the Council members to the Proposed Leave Policy circulated with the agenda* (Full Copy). It was stated that the Personnel Committee has not met to discuss this policy statement, but they will meet on February 27.

X, 6
.14 Associate Dean Cogell raised a question concerning Item 4 of Page 2 of the Proposed Leave document, stating that the effect a leave would have on the status of an individual with regard to tenure needs to be clarified. He also questioned how Item 6 would be carried out with the financial crunch the University is feeling at the present time. Assoc. Dean Cogell also questioned why Item 9 of Page 3 is included in this document. Dr. Patterson stated that this document was discussed at the Intercampus Faculty Council Meeting and that some of these points were discussed at that time. Vice President Mel George emphasized that the notes at the end of the document are intended for clarification only. When this statement is submitted to the Board of Curators for a vote, these notes and observations will not be part of the document. Dr. Tsoulfanidis questioned Item 3 of Page 2, stating that sabbatical leaves were not included in this statement. Dr. Patterson stated that sabbatical leaves were inadvertently left out of the statement and should be included. Professor Wolf suggested that if the

Council chooses not to act on this policy statement until the Personnel Committee report has been received, then the Personnel Committee should be requested to supply the Council members with a copy of the present leave policy so that they become aware of what changes are being recommended. The question was raised concerning the statement under Sabbatical Leave on the first page as to how this is going to work. The policy states that this *"program is self-supporting and may provide cost savings to support the two other leave programs."* How is this going to be possible when a department usually has to hire someone to replace the professor on sabbatical and only has 1/2 of the professor's salary to work with? Dr. Patterson stated that this question was raised by the Intercampus Faculty Council and that Vice President George could not defend this statement and that it would not appear in the final draft of the policy; nor would equivalent statements in the other leave categories. Chairman Stigall stated that since there is no motion on the floor concerning this item, this discussion will serve as direction to the Committee.

- X, 6
.15 RULES, PROCEDURES, AND AGENDA. Professor Schowalter referred the Council members to the letter from Dean Barker to Provost Fort and the memo from Provost Fort to the Council circulated with the agenda* (Full Copy) with regard to a request by the Mathematics Department to have the name changed to the Mathematics and Statistics Department. Professor Schowalter moved that the Academic Council endorse this proposal. The motion was seconded and carried.
- X, 6
.16 Professor Wolf gave a progress report on the status of the revision of the By-Laws. The RP&A Committee have received and discussed the input from the various committees. The By-Laws have been reviewed and most of the proposed changes fall into three categories: 1. Up-dating of language and recognition of the reorganization that has taken place on campus. 2. A major portion of the changes is designed to integrate the two categories of committees that are presently listed in the By-Laws (the faculty standing committees and the administrative standing committees) into one. 3. This change makes it easier to revise and amend the By-Laws. Dr. Wolf stated that the By-Laws changes will be distributed to the Council members within the next few weeks and will be discussed at the next meeting with the intention that the Academic Council endorse the proposed changes and submit them to the General Faculty for approval.
- X, 6
.17 STUDENT AFFAIRS. Dr. Lewis reported that the Committee has decided to broaden its basis of information in regard to the procedure for student grade appeal. They have received two memos from faculty members and have sent a memo and questionnaire to department chairmen and have received good response. The Committee still feels they need additional input and are also considering a student referendum on the question. The Committee has not worked yet on the matter of the student credit hour limit.
- X, 6
.18 Dr. Lewis stated that five student organizations have requested recognition by the Academic Council. The pertinent information was circulated with the agenda* (Full Copy). There is one request for a name change. The Independents' Coordinating Council has requested that the word *"Coordinating"* be removed and that their organization be known as the Independents' Council.

Dr. Lewis moved that the Academic Council recognize these student organizations. The motion was seconded. Professor Schowalter stated that he did not feel that the organization, Society of Hispanic Professional Engineers, could be recognized as such because students could not be professional engineers. The organization should be called the Student Branch or the Student Chapter of the Society of Hispanic Professional Engineers. The motion was made to recognize the first four student organizations. The motion was seconded and carried. Professor Schowalter moved that Item (e) be referred back to the committee. The motion was seconded and carried. Dean Robertson stated that they will continue to treat this student group as a recognized student organization so that they can have room permits, etc., since the objection is not to their functions.

- X, 6
.19 Dr. Lewis reported that two student groups have requested that the Council withdraw recognition from the organizations. He moved that the Council withdraw recognition from the Russian Club and the Independents' Weekend Committee. The motion was seconded and carried.
- X, 6
.20 INTERCAMPUS FACULTY COUNCIL. Dr. Patterson stated that President Olson circulated a list of the reductions achieved from the 1980-81 budget at the Intercampus Faculty Council meeting. President Olson also mentioned the possibility that another 2 percent may be rescinded. The Missouri House of Representatives has adopted the Governor's recommendation of no increase in the 1981-82 budget over 1980-81. President Olson still feels that small salary raises are possible. There was a discussion on the increase in the number of students and whether enrollments should be increased or decreased in order to be cost effective. President Olson did not feel that anything formal should be done about this; however, he did not object to certain disciplines increasing entrance requirements to stabilize enrollment. The possibility of eliminating all but one of duplicate programs was discussed. President Olson stated that this is not being contemplated at the present. He regards cooperative programs, such as engineering at Kansas City administered by UMC, to be cost effective.
- X, 6
.21 It was brought to the attention of the Intercampus Faculty Council that three bills of major concern have been brought before the Legislature. The Central Administration is particularly concerned with a bill presented by Senator Marriott that would require all course work taken at the various universities, state colleges, community colleges, etc. throughout the state be transferable from one unit to another. This bill would make the transfer of credit mandatory. It is felt that there is little chance that this bill will pass. A bill to limit the store-front type diploma mills is being considered and will probably pass. The third bill would effect a transfer of the Ellis-Fischel cancer hospital to the University and would probably cost the University money.
- X, 6
.22 It was reported to the Intercampus Faculty Council that the Affirmative Action Office of Civil Rights met with UMCA officials and agreed to accept a new plan to be submitted by the University. No suit will be filed against the University. The Financial Exigency document was discussed. Vice President George will draft a short statement of policy to be submitted to the Board of Curators for approval. This will obtain a definition of exigency and conditions necessary for reduction of faculty. One or possibly

two other documents will be drafted which will be the President's directives that will establish the procedures to prevent exigency and for the orderly reduction of tenured faculty. These documents will be reviewed by the Chancellors first, by the Intercampus Faculty Council and the Faculty Councils before action is taken. The Intercampus Faculty Council approved a slight revision of the Sexual Harassment policy statement which will be submitted to the Board of Curators. Dr. Patterson reported that no input on this matter was received by the Intercampus Faculty Council members on this campus from UMR faculty members.

X, 6
.23

STAFF BENEFITS AND INVESTMENTS. Professor Brooks reported that the Intercampus Ad Hoc Investments Committee is charged to evaluate how pension and endowment funds are being invested. The Committee has met and has interviewed the administration and the trustees, has reviewed the documents and will submit its report to the Intercampus Faculty Council. The pension and endowment funds are being very conservatively invested.

X, 6
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The UMCa Staff Benefits Committee financial statement of June 30, 1980, is on file in the Library and Staff Benefits Office. The earnings of the total fund for the year ending June 1980 was 10.1 percent. Thirty percent of this fund is in industrial bonds, 30 percent in industrial stocks and 30 percent in short term U. S. Treasury documents. The stocks have returned 14.3 percent, whereas the bonds have returned 7 percent. There is \$133 million in the pension fund at the present time—80 percent of the fund is in bond securities which are due in 10 years; something less than 20 percent still has 20 years to go. The administration of the pension funds compares favorably with other similar funds.

X, 6
.25

Professor Brooks reported that the Committee has now clarified the consideration of liability of professors. Faculty members have some liability under the current legal environment in regard to giving a student a bad grade. There is insurance liability from the University up to \$1 million for using private cars for University business. The individual faculty member's insurance would be the primary coverage and the University insurance would be the secondary coverage. About March 15, 1981, each faculty member will receive a statement as to what their estimated pension will be. This will be an annual statement based on the present salary and retirement at age 65. There are two items of major concern to the Committee: (a) a cost of living increase for those presently retired; and (b) a dental plan.

X, 6
.26

NEW BUSINESS. Chairman Stigall referred to the proposal regarding English Proficiency for International Students circulated with the agenda* (Full Copy). This appended resolution would require that a minimum score of 550 on the TOEFL examination be required of all international student applicants prior to their admission to UMR. Currently the minimum score requirements differ between the schools and college and the graduate school. A motion was made to approve the English Proficiency for International Students Appended Resolution. The motion was seconded and carried.

X, 6
.27

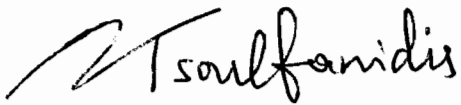
Professor Schaefer, Chairman of the Public Occasions Committee stated that after the approval of the calendar dates for 1981-82 at the last Council meeting, it was discovered that there was a conflict in reserving a room

for the Science and Engineering Fair which was scheduled to be held March 27 and 28, 1982. Professor Schaefer, therefore, moved that the dates of the Science and Engineering Fair be changed to March 12 and 13, 1982. The motion was seconded and carried.

X, 6
.28 Chairman Stigall stated that there was a request for future dates of the Academic Council meetings. Copies of these dates were sent to all Council members at the beginning of the year. If anyone needs a copy of these dates, they should contact the Council office.

X, 6
.29 Chairman Stigall asked if there were any items of new business, announcements or referrals to be brought before the Council; hearing none, the meeting was adjourned at 3:33 p.m.

Respectfully submitted,



Nicholas Tsoulfanidis, Secretary

*Complete document filed with the smooth copy.

Minutes of the Academic Council are considered official notification and documentation of actions approved.

MEMORANDUM TO: UMR Academic Council

FROM: UMR Curricula Committee

SUBJECT: Curricula Committee (1980-81) Report #4

DATE: February 24, 1981

The following new course additions and course change requests have been made to the UMR Curricula Committee and, after consideration, are herewith recommended to the Academic Council for approval.

A. NEW COURSE ADDITIONS:

1. Engineering Management 328; Government Regulations; Business & Industry
Lecture 3 hours; Total 3 credit hours
Prerequisites: Political Science 90

Catalog description: A course which presents the administrative process of government and its present day relationships to the business and industrial world through regulations.

Justification: The technical graduate is immediately faced with a broad spectrum of federal and state regulations which have a direct bearing on the manner in which he applies his skill. To go into the present day working world without some knowledge of governmental constraints is, at best, traumatic. This course was taught on a trial basis under Engineering Management 301 and was successful.

2. Ceramic Engineering 321; Ceramic Cements
Lecture 3 hours; Total 4 credit hours
Prerequisites: Cer 251

Catalog description: Study of the history of cements, chemistry of cement production and hydration reactions, manufacturing processes and variables, standard testing procedures, and research methods. Emphasis will be on ceramic cements with laboratory experience in the chemistry of simple cement systems and ASTM testing procedures.

Justification: The use of ceramic binders in castable refractories has increased markedly in recent years and research in ceramic cements has become more important in industry. The Portland Cement Association is very interested in developing cements education programs, has provided funds for undergraduate scholarships and for purchase of equipment for this course.

3. Ceramic Engineering 421; Advanced Ceramic Cements
Lecture 3 hours; Total 3 credit hours
Prerequisites: None

Catalog description: History of cements, chemistry of cement production and hydration reactions, manufacturing processes, standard testing procedures, and research methods. Students enrolled in 421 will be required to complete an independent research project. Credit not given for both 321 and 421.

Justification: As for Ceramic Engineering 321. Offered as 421 to accommodate graduate students who will be required to complete a research project of publishable quality rather than the laboratory experiments in 321.

4. Speech and Media Studies 300; Special Problems
Variable credit
Prerequisites: None

Catalog description: Problems or readings on specific subjects or projects in the department.

Justification: To give the students the opportunity to pursue work in areas not discussed in regular classes or to give the students the opportunity to work in areas in depth.

5. Speech and Media Studies 301; Special Topics
Variable credit.
Prerequisites: None

Catalog description: This course is designed to give the department an opportunity to test a new course.

Justification: This gives the department an opportunity to test a new course.

6. Speech and Media Studies 310; Seminar
Variable credit.
Prerequisites: None

Catalog description: Discussion of current topics.

Justification: This gives students the opportunity to discuss and research topics in Speech and Media Studies that are of special concern and interest.

7. Speech and Media Studies 390; Undergraduate Research
Variable credit.
Prerequisites: None

Catalog description: Designed for the undergraduate student who wishes to engage in research. Not for graduate credit. Not more than six credit hours allowed for graduation credit. Subject and credit to be arranged with the instructor.

Justification: This gives students the opportunity to discuss and research topics in Speech and Media Studies that are of special concern and interest.

8. Chemistry 325; Unit Processes - Organic Chemical Industry
Co-listed as Chemical Engineering 353
Lecture 3 hours; Total 3 credit hours
Prerequisites: Chem 221.

Catalog description: A detailed study of the fundamental unit processes of organic chemistry.

Justification: This is a co-listing with ChE 353 and description is identical. The course is taught by a Professor of Chemistry. It was offered as Chem 301/ChE 353 in Spring 1980 (25 students). Because of numbering practices in the two departments, the numbers must be different.

9. Economics 335; Cost-Benefit Analysis
Lecture 3 hours; Total 3 credit hours.
Prerequisites: Econ 111 and Junior Standing

Catalog description: Investigates the rationale for cost-benefit analysis within a free enterprise setting. Discussion of market efficiency and failure; determination of social costs and benefits; applications of cost-benefit analysis; and, problems remaining in theory and practice.

Justification: See Attachment.

10. Geology and Geophysics 331; Sedimentary Processes
Lecture 2 hours; Total 3 credit hours.
Prerequisites: Geology 51

Catalog description: Introduction to clastic and carbonate sedimentary processes. Principles of physical sedimentation, fluid dynamics plus biological & chemical sedimentary processes.

Justification: This course would introduce some of the most basic concepts for the study and understanding of the origin of sedimentary rocks.

The experimental course (301) now in progress has 12 students enrolled.

11. Geology and Geophysics 332; Facies Models
Lecture 2 hours; Total 2 credit hours.
Prerequisites: Geology 51

Catalog description: Study of the distribution and recognition of facies in recent and ancient depositional models. Emphasis on alluvial sediments, deltas, submarine fans and carbonate environments.

Justification: Knowledge of present day analogues or models where the geology is well understood is extremely important for interpreting ancient sedimentary rocks.

12. Geology and Geophysics 341; Applied Petroleum Geology
Lecture 1 hour; Total 3 credit hours.
Prerequisites: Geology 241

Catalog description: The principles of petroleum geology are applied in solving specific hydrocarbon exploration and developmental problems. Potential hydrocarbon bearing reservoirs are evaluated both geologically and economically. Various exploration and development programs are investigated.

Justification: In geology 241 students are introduced to the principles of petroleum geology by studying fields where the geology is relatively well understood. Application of these principles in an exploratory situation where the geology, risk, and economics are uncertain or unknown is considerably more difficult. This course is designed to "bring home" the problems as well as the principles of petroleum geology by looking at and evaluating "real world" exploratory and development situations.

13. Geology and Geophysics 376; Sedimentary Geochemistry
Lecture 3 hours; Total 3 credit hours
Prerequisites: Geol 275.

Catalog description: Study of chemical sedimentary processes with emphasis on seawater, evaporite brines, carbonates, the dolomite problem and the origin of hydrocarbons.

Justification: This course is an introduction to a host of chemical systems that are poorly understood. It is independent of the introductory geochemistry course in that it deals more with problems than principles.

14. Art 80; Art Appreciation
Lecture 3 hours; Total 3 credit hours.
Prerequisites: None.

Catalog description: A basic introductory course designed to familiarize students who have little or no knowledge of the arts with fundamental knowledge necessary for intelligent approach to experiencing the visual arts; painting, sculpture, and architecture.

Justification: This course offers a fine arts elective to the student interested in the visual arts. Prior to this time any courses were oriented toward music appreciation, now there is a qualified art appreciation instructor available.

15. Geology and Geophysics 412; Advanced Ore Microscopy
Lecture 1 hour; Total 3 credit hours
Prerequisites: Geology 312.

Catalog description: A study of advanced ore suites utilizing various advanced quantitative ore microscopic techniques, including hardness, spectral reflectance, color, and rotation property measurements, and fluid inclusion geothermometry and salinity measurements. Laboratory includes demonstration or operation of the luminescope and other microbeam techniques.

Justification: The need to cover advanced techniques in ore microscopy (e.g., quantitative color) and advanced ore suites (e.g., uranium ore minerals) has required the development of an advance course which goes beyond the content of that taught in the introductory ore microscopy course, Geology 312.

The course was taught as a trial graduate course, in the Fall semester, 1980, and there appears to be sufficient enrollment demand.

16. Nuclear Engineering 310; Seminar
Variable credit
Prerequisites: Senior Standing

Catalog description: Discussion of current topics.

Justification: None.

B. COURSE DELETIONS:

1. Ceramic Engineering 321; Kinetics and Mechanisms of Ceramic Reactions
Lecture 3 hours; Total 3 credit hours.
Prerequisites: None.

Justification: The course has not been offered in several years. Natural evolution within other courses within the department has resulted in overlap with much of the material in this course. Changing student interests toward plant engineering careers and less toward theoretical work makes the course less needed. Taught as 301 twice. Had 12 and 15 students.

2. History 60; American Civilization
Lecture 3 hours; Total 3 credit hours.
Prerequisites: None.

Justification: We have substituted History 175 and History 176 (American History to 1877 and American History since 1877) for History 60 (American Civilization). This gives students a choice of time period to study, gives faculty a chance to treat a period of American history at a slower pace and in more depth and places every student enrolled in a survey American history class in a course that will transfer to other university campuses.

3. Music 20; Music and Art in the Western World
Lecture 3 hours; Total 3 credit hours.
Prerequisites: None.

Justification: Music 20 combined music and art because there was no qualified art appreciation instructor at the time. The thrust of Music 20 had been toward art and with several music appreciation and art appreciation courses now offered, this course no longer fills a need.

- C. COURSE CHANGES: Credit House (CH)
Prerequisites (P)
Course Title (CT)
Catalog Description (CD)
Course Number (CN)

1. Chemistry 349; The Chemistry of Colloids

CT to The Physical Chemistry of Colloidal Dispersions

CN to 440

P from Chem 243 to Chem 343

CD from A study of the properties of colloid systems.

to The stability of colloidal systems is treated using the kinetic approach with interparticle potentials. The results are extended to practical systems of microemulsions, emulsions and foams.

2. Psychology 154; Personality Dynamics

CT to Psychology of Human Adjustment

CD from Major factors and conditions related to successful human adjustment and personality development: parent-child relationships, personality defense mechanisms, psychoanalytic concepts, dynamic factors and determinants of adjustment and mental health.

to Major factors related to adjustment and everyday coping: dating, parent-child relationships, death and dying, stress, and modifying ones own behavior.

3. Nuclear Engineering 365; Introduction to Plasma Physics

P from NE 203 or Phys 107 to NE 203 or Phys 107; Math 204

4. Nuclear Engineering 361; Introduction to Fusion

P from NE 203 or Phys 107 to Math 204; NE 203, or Phys 107

5. Nuclear Engineering 103; Nuclear Engineering Calculations

CH to Lecture 2 hours; Total 2 credit hours

D. OTHER:

1. MINOR PROGRAM

a. Political Science

Justification: A Minor degree in Political Science represents a significant enhancement of Departmental offerings, and will provide students with a greater range of choice in academic programming.

February 24, 1981

- b. Approval requested for the following new policy which will establish need for a new elective course:

"All new elective courses should be offered with experimental numbers at least once and no more than twice before being sent to the UMR Curricula Committee."

Respectfully submitted,

Nicholas Tsoulfanidis, Chairman
UMR Curricula Committee



UNIVERSITY OF MISSOURI-ROLLA

School of Engineering

Department of Chemical Engineering

143 Chemical Engineering Bldg.
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March 4, 1981

MEMORANDUM TO: Academic Council

FROM: Personnel Committee *Ja. N. Johnson*

RE: Response to Draft of Leave Policy, with Memo from VP
for Academic Affairs, dtd., January 20, 1981

The Personnel Committee has studied the draft of the proposed revision of the University's leave policy. The intent to make leaves more attractive for university personnel is appreciated and commended. There are several items, however, that we feel should be called to the attention of the Council and, if approved, our comments forwarded to Chancellor Marchello. Since the document is still in the formative stage, the Personnel Committee chose to make comments and recommendations rather than attempting to rewrite the document. The topic headings refer directly to the circulated draft.

1) SABBATICAL LEAVE FOR RENEWAL

Comments: The sabbatical leave program is self supporting in that the unused one-half salary can be used by the department to employ temporary staff to assume the teaching load of the faculty member on leave. It is not clear how this could generate cost savings to support other leave programs.

2) RESEARCH LEAVE

Recommendations:

1. Leave out reference to Doctoral Faculty.
2. Include initial approval by department chairman and divisional dean.
3. Do not use Weldon Spring funds.
4. Include a stated minimum length of prior service, normally 6 years.

3) DEVELOPMENT LEAVE

Recommendations:

1. Include initial approval by administrative head of person requesting developmental leave.
2. Include a stated length of prior service, normally 6 years.

NOTES AND OBSERVATIONS

1) External fellowship or grant funding should not be associated with sabbatical leave.

2) This would seem to be a fairly low priority item in view of our financial outlook for the indefinite future.

3) Selection by this method does not allow lead-time for planning.

4) Giving the department chairperson and divisional dean the opportunity to solve the staffing problems can be appreciated. However the appreciation would be more genuine if some financial assistance were made available so that a viable solution could be reached. Most departments and schools simply do not have the resources to support the proposed leave program.

5) A leave of absence without pay should not be entirely a faculty option. The option to request one should be.

JWJ:je

Minutes of the
Budgetary Affairs Committee Meeting
of March 6, 1981 at 1:30 p.m.
in M.E. 210

Present: H. Sauer, B. Clark, P. Hansen, O. Hill, L. Grimm,
B. Andrews, J. Vaughn, D. Siehr

1. Chairman Sauer distributed a series of memos outlining recent exchanges between the President and Chancellor Marchello on the financial and budget situation and austerity planning. Chairman Sauer wanted the Committee to discuss the problem and come up with ideas that he could report in writing.

Discussion ensued for over an hour on various aspects of the situation. No new ideas were generated. It was generally agreed that there should be no policy formulated that one part of the campus, say Humanities, should shoulder all the financial cuts while the rest of the campus is untouched.

Chairman Sauer brought the discussion to an end with suggestion that we look over the budget and send ideas to him.

2. P. Hansen reported that he had found out what had happened to the "2/9 summer remuneration proposal" and who had stopped it.

The Committee then unanimously passed the following resolution:

"It is resolved that the summer session be funded on the same basis as ~~to~~^{the} regular semesters; including the same percentage of cost supplied by other than student fees; and compensation to faculty be at the rate of 1/9 annual salary per full time month."

The resolution is to be transmitted to the Academic Council to be referred for administrative response.

3. The meeting was adjourned at 2:50 p.m.

J. B. Clark
Secretary



UNIVERSITY OF MISSOURI-ROLLA

Academic Council

211 Parker Hall
Rolla, Missouri 65401
Telephone: (314) 341-4871

March 6, 1981

MEMORANDUM TO: Academic Council

FROM: R. V. Wolf, Chairman-Elect *Bob*

RE: Proposed By-Law Revisions

Attached is a copy of the revisions in the Faculty By-Laws being proposed by the RP&A Committee. Input has been invited from all of the existing committees and a wide spectrum of individuals.

The format used for this presentation of revisions is:

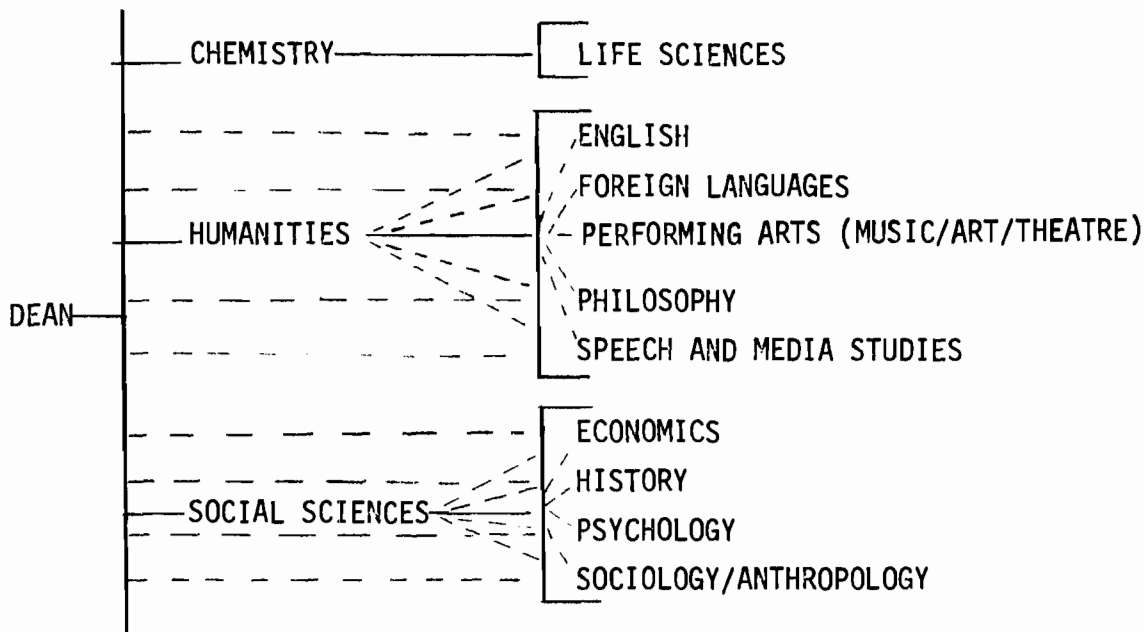
- 1) deleted words or sections are enclosed in parentheses and crossed out with a single line.
- 2) added words or sections are shown in italics.

As was reported in the February 19 meeting of the Academic Council, most of the proposed changes fall into one of three categories:

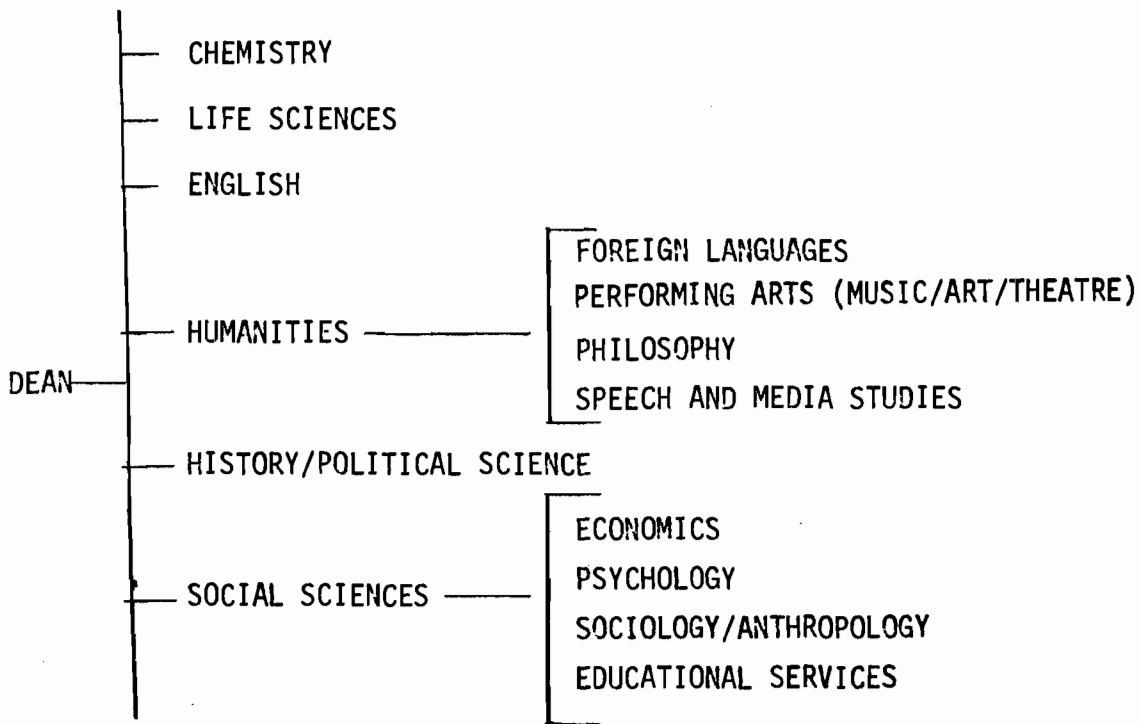
- 1) Up-dating of language and recognition of reorganization that has taken place on campus.
- 2) Integration of the present two categories of committees into a single committee listing.
- 3) A change in the voting requirement for the amending of the By-Laws to allow a majority vote to adopt an amendment.

The endorsement of these revisions will be sought from the Academic Council and if such endorsement is obtained, the revisions will be submitted to the General Faculty.

PRESENT ORGANIZATION
OF
CHEMISTRY, HUMANITIES AND SOCIAL SCIENCES



PHASE I
REORGANIZATION



———— Official Existing Channels of Responsibility

----- Informal Channels of Responsibility

PROFILES

A. Department of Humanities

<u>Discipline</u>	<u>Degrees Granted</u>	<u>Professor</u>	<u>Faculty</u>		<u>Non-Regular</u>	<u>Total</u>
			<u>Assoc. P.</u>	<u>Asst. P.</u>		
English	B.A.	3	6	1	7	17
Foreign Languages			4			4
Performing Arts (Music/Art/ Theatre)		1		2	1	4
Philosophy	B.A.	1	2.5		1	4.5
Speech & Media Studies				1		1

B. Department of Social Sciences

Economics	B.S., B.A.	1	2	3	2	8
History/Political Science	B.A.	1	6	1	1	9
Psychology	B.S., B.A.	1		5	1	7
Sociology/Anthropology		1		1		2

C. Other

Life Sciences	B.S.	1	1	1		3
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MAJORS
(Fall Semester Data)

<u>Discipline</u>	<u>Freshman</u>	<u>Sophomore</u>	<u>Junior</u>	<u>Senior</u>	<u>Total</u>
Economics					
1980	25	16	14	14	69
1979	21	18	17	21	77
1978	16	10	17	18	61
1977	9	18	12	21	60
1976	13	11	9	13	46
English					
1980	7	4	5	5	21
1979	8	5	8	6	27
1978	8	6	6	7	27
1977	7	5	4	13	29
1976	13	8	6	7	34
History					
1980	13	7	6	8	34
1979	7	6	6	2	21
1978	7	3	7	9	26
1977	8	5	5	9	27
1976	6	8	11	12	37
Philosophy					
1980			1		1
1979	1				1
1978			1	1	2
1977	1			1	2
1976			1		1
Psychology					
1980	18	11	12	14	55
1979	20	16	10	17	63
1978	18	16	11	19	64
1977	27	12	16	19	74
1976	22	18	17	15	72
Life Sciences					
1980	20	12	6	15	53
1979	12	6	11	18	47
1978	12	11	8	13	44



UNIVERSITY OF MISSOURI-ROLLA

Academic Council

211 Parker Hall
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Telephone: (314) 341-4871

SUMMARY of reports, actions and announcements at the Academic Council meeting of March 19, 1981.

1. Administrative Reports: Dean Marvin W. Barker
Departmentalization of the Humanities, Social Sciences and Chemistry Departments
2. Admissions and Academic Standards Committee: Dr. R. R. Russell
Definition of the term "*restricted*"
3. Personnel Committee: Dr. James Johnson
Discussion of the draft document of the new leave policy
4. Rules, Procedures, and Agenda Committee: Professor Wolf
Discussion of the Proposed By-Laws Revisions
5. Student Affairs Committee: Dr. Gordon Lewis
6. Tenure Committee: Professor Schowalter
7. Intercampus Faculty Council: Dr. Beverley Clark
8. New Business: Dale McHenry
9. Announcements: Chairman Paul D. Stigall
10. Referrals: Chairman Paul D. Stigall
Proposal for the establishment of a Center for Aging Studies
Budgetary Affairs Committee Resolution



Chairman Paul D. Stigall called the meeting of the Academic Council to order at 1:30 p.m. on Thursday, March 19, 1981 in Room 227 of Fulton Hall and announced the following substitution: Dr. James Johnson for Dr. Gary Patterson.

- X, 7
.1 Chairman Stigall asked for any revisions or corrections to the minutes of the February 19, 1981 meeting. Hearing none, he ruled them approved as circulated.
- X, 7
.2 ADMINISTRATIVE REPORTS. Dean Barker distributed a handout to the Council members* (Full Copy) showing the present organization of the Chemistry, Humanities and Social Sciences Departments. Dean Barker stated that the College of Arts and Sciences has proposed to the Chancellor that a departmentalization process be implemented. The first phase would create the departments of English, History/Political Science and Life Sciences. Dean Barker stated that he is well aware of the current budget discussions and priorities, but still feels that it is necessary to look forward and to continue to recommend ways of improving the programs of the University. Dean Barker referred to page 2 of the handout which shows the current disciplines, degrees granted, number of faculty of the Humanities and Social Sciences Departments and Life Sciences. Page 3 depicts the five-year record of the number of students majoring in the various disciplines. Dean Barker stated that the request for departmentalization is being made for three reasons. Page 1 of the handout illustrates the first reason—that of an out-moded administrative structure of the departments and the recommended reorganization.
- X, 7
.3 The College of Arts and Sciences was formed in 1970. Since that time the Humanities and Social Sciences Departments have shown considerable growth and the Life Sciences program under the Chemistry Department has been implemented. New B.A. degrees have been added in Psychology and Economics. As this growth has occurred, administrative structures peculiar to this campus were created. Page 1 depicts the Departments of Chemistry, Humanities and Social Sciences which have department chairmen who report directly to the Dean. Under each department are sections. In the Departments of Humanities and Social Sciences there is the administrative position of "section head" for each discipline. This person works with the department chairman and with the Dean's office. In the Department of Chemistry, a position of "professor-in-charge" of Life Sciences—a position which has meaning on this campus only—has been established. Problems with this administrative structure are regularly encountered mainly in the areas of tenure and promotion discussions. The bottom of page 1 of the handout depicts the administrative structure after the implementation of phase 1. This shows the Departments of Chemistry, Life Sciences, English, History/Political Science, Humanities (foreign languages, performing arts—music/art/theatre—philosophy, speech and media studies) and Social Sciences (economics, psychology, sociology/anthropology and educational services). The cost of the implementation of phase 1 is equivalent to 2 FTE. This involves 3 new department chairmen who will be selected from existing faculty members who will serve for a designated length of time to avoid a national search.

- X, 7 Dean Barker stated that another important aspect to the departmentalization
.4 is the improvement of the quality of university programs. The quality of these programs on campus is currently high, but improvement should always be desired. One of the problems the faculty members of these departments currently face is one of identity. It is difficult to recruit quality personnel from recognized universities into a Department of Humanities. This change will make recruitment of quality personnel easier. This departmentalization has been proposed to the Chancellor. If he approves it, permission will be requested to propose it to the Board of Curators for conditional approval which will mean that when money is available, it can be implemented.
- X, 7 ADMISSIONS AND ACADEMIC STANDARDS. Dr. Russell referred the Council members
.5 to the Committee Report* (Full Copy) circulated with the agenda, and moved that the Academic Council accept the Committee Report. The motion was seconded by Professor Schowalter. Dr. Russell explained that this report is in answer to the referral to the A&AS Committee regarding the definition of the term "*restricted*". The Committee report refers to the Manual of Information, IX. Unsatisfactory Work: 2. Average Grade Requirements. 2c. is the statement that was passed by the Council at the January 22, 1981 meeting and is listed in this report for continuity. 2d. is as follows (additions in italics): "In all cases of scholastic deficiency, if you are so affected you may appeal to the dean of the school or college in which you are enrolled, *or to the dean of the school or college to which you wish to transfer*, for reconsideration." 2e. is a new item: "Students who have been denied readmission to the department in which they were majoring may be granted readmission to the University by an academic dean into a temporary status called 'restricted'. Restricted students are permitted to register on scholastic probation and are normally limited to a maximum schedule of 12 semester hours. Academic advising is done by an advisor assigned to the student by the dean. Readmission as a restricted student is normally with the understanding the student will complete testing and counseling as prescribed by the UMR Counseling and Testing Center. At the end of the first semester in a restricted category, future registration is permitted only if the student has either cleared scholastic probation or has been granted readmission to an academic department. Students in a restricted category are eligible for graduation from an academic department only after admission to that department." Chairman Stigall called for comments or discussion on the motion; hearing none he called for a vote on the motion; the motion carried.
- X, 7 PERSONNEL COMMITTEE. Dr. Johnson, Chairman of the Personnel Committee, referred
.6 to the Committee Report* (Full Copy) in response to the referral from the Academic Council of a review of the draft of the Leave Policy. Dr. Johnson stated that the Committee in general was in favor of the intent of the leave policy document to make leaves more attractive and possible for faculty members. The Committee did have some comments and recommendations concerning the policy.
- X, 7 Sabbatical Leave for Renewal: The Committee questioned the statement in the
.7 document: *The program is self-supporting and may provide cost savings to support the two other leave programs.* The Committee felt that this statement was unrealistic when the faculty member is paid 1/2 his salary while on

sabbatical leave and the department has the other 1/2 to hire additional personnel to take over the teaching load vacated by the professor on leave. The Committee did not feel that this would generate any cost savings to support the other leave programs.

- X, 7
.8 Research Leave. The Committee questioned the statement: *University of Missouri Research Leaves are available to regular faculty who have established scholarly, artistic or research records as indicated, for example, by membership in the University of Missouri Doctoral Faculty or by other evidence of achievement.* The Committee did not feel that the statement regarding Doctoral Faculty was appropriate and recommends that it be left out of the document. The Committee also questioned the statement: *Approval by the Chancellor and President with appropriate prior peer and campus administrative review is required.* The Committee felt that this statement was inappropriate in that it does not require approval of the department chairman or dean, but merely a review of the request by the peer and campus administration. The Committee felt it would be inappropriate to have leaves approved by higher authorities without the approval of the dean and department chairman. Also the statement: *The program is financed through a special Research Fund, which might include Weldon Springs monies...* was questioned by the Committee. The Committee felt that the Weldon Springs money should not be used for research leaves in that it is doing a great deal of good as it is used now to support research especially for new people coming on campus. The statement: *There is no requirement for a minimum length of prior service,* could create problems because a person could be hired with the understanding that he would be granted a year's research leave and large amounts of monies could be tied up. The Committee recommended that the same length of prior service be required for Research Leave as for a Sabbatical Leave.
- X, 7
.9 Development Leave. The Committee again felt that this category should include a statement requiring initial approval by the administrative head of the person requesting the leave and a statement requiring a stated length of prior service, normally six years.
- X, 7
.10 With reference to the Notes and Observations listed on page 2 of the Leave Policy, Dr. Johnson stated that on page 2 of the Committee Report, the numbered items should be changed from 1,2,3,4,5 to 2,3,5,6 and 7 so that the Committee's comments correspond directly to the numbered items of the Leave Policy Document.
- X, 7
.11 With regard to Note 2 of the Policy Statement: *External fellowship or grant funding should always be sought in conjunction with a research leave application and should be encouraged in conjunction with a development or sabbatical leave application,* the Committee felt that a sabbatical leave is a fringe benefit and should not be granted just because it is requested, nor, on the other hand, should a reasonable request be denied just because the problem of external funding had not been solved.
- X, 7
.12 Note 3: *Concerted efforts should be made to assure that no faculty member suffers financially while on research or development leave. Supplements to cover travel and inflationary adjustments while living abroad should be provided.* The Committee felt that this statement was highly commendable but not

realistic. The Committee did not feel that the University should be obligated to provide inflationary adjustments when leaves are granted at the request of the faculty member. The Committee felt this was a low priority item in view of the financial outlook for the indefinite future.

- X, 7
.13 Note 5: *The total amount of funds available to research and development leave programs on any campus may be insufficient to support all worthy applications; in such cases, awards should be made on a competitive basis by the appropriate committees. Special care should be taken to avoid any prejudice against those disciplines (e.g., the Humanities) in which little external funding is available.* The Committee felt that this statement of awarding leaves on a competitive basis would make it impossible for faculty members to adequately plan and arrange for these leaves. The Committee recommends that leaves be granted on a departmental rotation basis which would allow adequate planning.
- X, 7
.14 Note 6: *Departmental staffing problems caused by any leave of absence should be solved by the department chairperson and divisional dean but should rarely (if ever) be presented as an insurmountable obstacle to the awarding of a legitimate leave request.* The Committee felt that this statement is not realistic unless some financial assistance is made available to the department chairmen and deans to arrange for replacement personnel.
- X, 7
.15 Note 7: *Faculty still retain the option of taking a leave of absence without pay.* The Committee felt that this statement implies that faculty members have the option of taking a leave of absence at any time. This is not current policy and was not felt by the Committee to be a workable policy. The option to request a leave of absence without pay should be a faculty option. The request, however, should require the approval of the department chairman and dean.
- X, 7
.16 Dr. Tsoulfanidis questioned if there is currently a restriction on the amount of income a faculty member can earn while on sabbatical leave. Dr. Johnson answered that at the present time, that is correct. Dr. Tsoulfanidis stated that the new leave policy statement constitutes an official University encouragement for sabbatical leaves for faculty, and as such is most welcome. He further stated that the only obligation the University has is to pay 1/2 the salary of the faculty member while on leave. The University should not be concerned with whatever additional financial arrangements the faculty member makes with the other party. Dr. Clark stated that the Rolla campus is the only campus enforcing the rule of income restrictions. Professor Siehr stated that he felt the leave policy statements were encouraging, but that some of the changes recommended by the Committee were discouraging. He stated that he did not feel that any mention should be made of the Weldon Springs money in the leave policy statement. He did not feel that any restrictions should be made on the administration of the Weldon Springs money. The decision as to whether this money should be granted to someone for sabbatical leave should be left to those administering this fund. Dr. Siehr also stated that he felt that faculty members are concerned with the possibility of suffering financially while on sabbatical leave in that they might be subjected to a zero raise while on leave. He felt that there should be some statement that faculty members will not suffer in this manner while on leave. Dr. Johnson answered that this (salary raise while on leave) is covered in this draft of the new policy statement.

- X, 7
.17 Professor Pursell questioned the recommendation of the Committee for a required length of prior 6-year service. He felt that the abuse the Committee wanted to avoid could be avoided with a lesser requirement than six years, e.g. three years. Dr. Johnson stated that it is difficult for a department to hire a person with the intent of granting a leave in three years. Professor Bell stated that he wanted to endorse the statements of Drs. Tsoulfanidis and Clark regarding the amount of income a professor can receive while on leave. Most professors suffer financially while on leave because of the increased living expenses, travel, etc., and the University should not restrict the amount of money a professor can earn while on leave.
- X, 7
.18 Dean Lorey stated concern about the self-supporting statements in the leave policy. He felt that the only way this could be self-supporting would be by not offering the courses taught by the faculty member on leave which would be a disservice to the students or by requiring the other department members to pick up the load. Dean Lorey felt the statement should be more firm on this matter, stating that it is not possible for this program to be self-supporting. The motion was made to endorse the report of the Personnel Committee regarding the draft of the Leave Policy and to forward the Committee Report to the Chancellor. The motion was seconded and carried.
- X, 7
.19 RULES, PROCEDURES & AGENDA. Professor Wolf referred the Council members to the copy of the Proposed By-Laws Revisions* (Full Copy) circulated with the agenda, and moved that the proposed revisions as distributed be endorsed by the Academic Council and forwarded to the General Faculty. The motion was seconded. Professor Wolf stated that the most important change being proposed is relative to the procedure for amending the By-Laws on page 23. Up to the present time the requirement in section .07 states that: *A majority vote of the entire membership of the General Faculty shall be required for the adoption of the proposed amendment.* The proposed revision would change the statement to read: *A majority vote shall be required for the adoption of the proposed amendment.* Professor Wolf stated that the change is desirable because it is very difficult to get a majority of the General Faculty to vote. Since written ballots are used, this change would allow an amendment to pass with a majority of the ballots returned showing approval and would not require an unreturned ballot to be considered a negative vote.
- X, 7
.20 Dr. Tsoulfanidis raised a question concerning the Curricula Committee statement on page 14. Dr. Tsoulfanidis stated that at the present, each time a CCl form is prepared, twenty eight (28) copies are made which are sent to all the department chairmen and deans. Dr. Tsoulfanidis questioned if this was necessary. He suggested that copies of the CCl form be sent only to the representative of the school or college. It should be the responsibility of that individual to go through and clear differences with the departments. Prof. Schowalter stated that he felt copies of this form should be sent to department chairmen and deans. Dr. Pursell said the copies should go to the department chairmen and deans to avoid having a conflict approved if the school or college representative did not clear changes with the departments. Prof. Wolf stated that distribution directly to the departments rather than to the school or college representatives, hastens communication regarding any objection to a proposed change in curricula. Dr. Tsoulfanidis concluded that it appeared that the consensus of opinion was to continue the current procedure.

- X, 7
.21 Dr. Johnson stated that the requirement of a majority vote of the General Faculty to change the By-Laws is desirable because it prohibits the campus being ruled by a small minority by making the approval of amendments difficult. He feels that there is no control as to whether ballots are received and/or counted and that the process depends on the integrity of the individuals involved. Prof. Wolf stated that no matter what kind of balloting is used, the tabulation depends on the integrity of the individuals counting the ballots. The faculty has to rely on the integrity of the individuals doing the tabulation. Prof. Wolf stated that an integral part of a set of operable By-Laws should be the ability to change them when change is needed. The current procedures do guard against frivolous change in the By-Laws. Dr. Geonetta agreed with Dr. Johnson by opposing the proposed revision of the procedure to amend the By-Laws. He is afraid that the new procedure will not protect the majority from a willful minority. Prof. Wolf said that the current requirement denies change and constructive progress. He did not feel that a nonreturned ballot should be counted as a negative vote. Dr. Pursell suggested a compromise of requiring a 2/3 or 3/4 majority of the number voting to pass an amendment. Dr. Law suggested that a possible guideline to follow in establishing a number required to pass an amendment would be to consider the statement on page 3 concerning the requirement of a quorum of 20 per cent of the faculty being present to pass an item listed on the agenda of a General Faculty meeting and a quorum of 50 per cent for items not on the agenda.
- X, 7
.22 Dean Spokes moved that the Proposed By-Law Revisions be amended as follows, page 23, .07 Amending the By-Laws be amended to read: *A 2/3 majority vote shall be required for the adoption of the proposed amendment.* The motion was seconded. The question was raised by Prof. Schowalter if this meant that 2/3 of the faculty needed to vote. Prof. Wolf explained that should this amendment pass it would require at least 2/3 of the returned ballots to be in favor in order for an amendment to pass. Prof. Schowalter stated that he did not understand the concern about a small number of faculty members controlling the majority when it requires at least 20 faculty members to present a proposal for change to the Rules, Procedures and Agenda Committee, and then the Committee must distribute the proposal to the General Faculty and have a General Faculty meeting to discuss the proposal before the balloting takes place. A mailed balloting is required within 15 school days after completion of the discussion at the General Faculty meeting.
- X, 7
.23 Chairman Stigall called for a vote on the motion to amend the Proposed By-Laws Revisions. The motion carried. Hearing no further discussion of the By-Laws revisions, Chairman Stigall called for a vote on the motion to endorse the Proposed Revisions as amended and to forward them to the General Faculty. Chairman Stigall reminded the Council that they are serving as the 20 members of the faculty required to refer proposed changes to the General Faculty. The motion carried with 24 votes.
- X, 7
.24 STUDENT AFFAIRS. Dr. Lewis reported that the Committee is still considering items 1 and 2 listed on the agenda. With regard to item 3a., Dr. Lewis reported that the student organization did concur with the Council's suggestion for a change in the name of their organization and moved that the Council recognize the Student Chapter of the Society of Hispanic Professional Engineers of the University of Missouri-Rolla. The motion was seconded and carried.

Dr. Lewis also moved that the Student Branch of the American Society of Heating, Refrigerating, and Air-Conditioning Engineers, Inc. be recognized by the Council as an official student organization. The motion was seconded and carried. Dr. Lewis reported that a request had been received by the Student Affairs Committee that the Council withdraw recognition from the History Club, and so moved. The motion was seconded and carried.

X, 7
.25 TENURE COMMITTEE. Prof. Schowalter reported for Dr. Crosser, Chairman of the Tenure Committee. The Tenure Committee felt that the item currently on the agenda concerning dismissal of tenured faculty is meaningless because the new tenure regulations and grievance procedures took this item out of the hands of the Committee. Prof. Schowalter moved to remove this item from the agenda. The motion was seconded and carried.

X, 7
.26 INTERCAMPUS FACULTY COUNCIL. Dr. Clark reported for Dr. Patterson and stated that at the last meeting of the INFC, President Olson reported on the status of the budget and felt that the budget that will be passed by the legislature will be that recommended by the Governor. The academic leave program was discussed and the administration is currently waiting for responses from the campuses. The Sexual Harassment policy statement was mentioned. The policy statement has been discussed by the cabinet. It will be presented to the Board of Curators and will be published in Spectrum. The Financial Exigency document which is being rewritten by Vice President George, will be presented to the Intercampus Faculty Council and then to the faculties on all campuses for discussion. It will consist of three parts: 1. An executive guideline on preventive planning against financial exigency. 2. A Board of Curators paper on financial exigency. This will consist of a series of steps required when firing faculty. 3. A Board of Curators paper prescribing the procedures for the discontinuance of programs. Dr. Clark also reported that every employee of the University will receive a print-out listing in detail the fringe benefits to which the individual is entitled.

X, 7
.27 NEW BUSINESS. Dale McHenry referred the Council members to the memorandum regarding proposed student appeal procedures circulated with the agenda* (Full Copy), and stated that the students are requesting the support of the Academic Council with regard to changing the statement of the Rights of the Student Conduct Committee, Section 6.0204 (Hearing Procedures) Items 9 and 10. This item will be discussed at the Board of Curators meeting to be held March 20, 1981, and reads: *The Student Conduct Committee shall have the right to: 9) dismiss any person from the hearing who interferes with or obstructs the hearing or fails to abide by the rulings of the Chairman or the Committee; 10) suspend summarily students from the University who, during the hearing, obstruct or interfere with the course of the hearing or fail to abide by the ruling of the Chairman of the Committee on any procedural question or requests of the Chairman for order.* Dale McHenry stated that the general feeling among the students is that item 9 is sufficient. The students request that item 10 be removed. The student organizations on all four campuses agree on this matter and the faculty at UMC voted to support the students' request. Three of the four Chancellors are also in favor of the removal of item 10. Prof. Wolf moved that the Academic Council vote to support the students' recommendation that item 10 be deleted from the statement. The motion was seconded and carried.

- X, 7 ANNOUNCEMENTS. Chairman Stigall referred a memorandum from Provost Fort re-
.28 garding a proposal from the College of Arts and Sciences for the establishment
of a Center for Aging Studies to the Rules, Procedures and Agenda Committee.
Chairman Stigall stated that basically this is a proposed Center without any
general revenue support. Existing programs will be combined into a Center.
- X, 7 Chairman Stigall also referred a resolution from the Budgetary Affairs Committee
.29 to the Rules, Procedures and Agenda Committee to be placed on the agenda for
the April meeting. The Budgetary Affairs Committee passed the following resolu-
tion unanimously: *It is resolved that the summer session be funded on the same
basis as the regular semesters; including the same percentage of cost supplied
by other than student fees; and compensation to faculty be at the rate of 1/9
annual salary per full time month.* The Committee requested that the Council
refer this item for administrative response.
- X, 7 Professor Schowalter announced that results of the department elections of
.30 academic council members are due April 1, 1981. Only 1/3 of the departments
have responded and forwarded the results of their elections to the Rules,
Procedures and Agenda Committee.
- X, 7 Chairman Stigall asked if there were any other items of new business, announce-
.31 ments or referrals to be brought before the Council; hearing none, the meeting
was adjourned at 3:05 p.m.

Respectfully submitted,


Nicholas Tsoulfanidis, Secretary

*Complete document filed with the smooth copy.

Minutes of the Academic Council are considered official notification and docu-
mentation of actions approved.

to: UMR Academic Council
from: Gary K. Patterson

Please allow James W.
Johnson to be my voting substitute
in the March 19, 1981, meeting.

GK Patterson

V. New Business

March 9, 1981

MEMORANDUM TO: Academic Council Members

FROM: S. Dale McHenry, Student Council

RE: Proposed Student Appeal Procedures

Late last semester, the Central Administration sent out a draft of the revised student appeals procedures under consideration. Primarily, these procedures outline the powers of the Student Conduct Committee and the administration, the rights of the student, and the hierarchy of appeal.

Section 6.0204 (Hearing Procedures), sub section .0105 (The Rights of the Student Conduct Committee), items 9 and 10 read as follows:

"The Student Conduct Committee shall have the right to:

- 9) dismiss any person from the hearing who interferes with or obstructs the hearing or fails to abide by the rulings of the Chairman or the Committee;
- 10) suspend summarily students from the University who, during the hearing, obstruct or interfere with the course of the hearing or fail to abide by the ruling of the Chairman of the Committee on any procedural question or requests of the Chairman for order."

Item number 10 was originally to be excluded from the draft, but, as I have recently learned, was kept in on a close vote of the University Cabinet sometime in November.

I have discussed the matter of Item 10 with Stacey Kottman, the student government president at UMC, who supplied me with much of the information that follows.

Jackson Wright, UM legal counsel and others have supplied the following reasons for keeping Item 10 in the appeals procedures:

- 1) It parallels the contempt of court concept. A judge has the authority to control courtroom procedures—the committee needs the same authority.
- 2) It has never been used, even during the height of student unrest ten years ago, and therefore will probably never be used in the future.
- 3) It was assumed that since this committee has not abused the authority in the past, it will not do so in the future.

Memo To: Academic Council Members
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Page 2

I would like to address these points. Section 6.0203.0502 of the same document states:

"Disciplinary proceedings are not to be construed as judicial trials, but care shall be taken to comply as fully as possible with the spirit and intent of the procedural safeguards set forth herein."

This authority should not parallel the contempt of court charge, which covers a much wider range of inappropriate activities. I feel that the authority to regulate the hearing is adequately covered in Item 9.

Reason number two holds water like a sieve. The fact that this authority has never been used serves as direct evidence as to the obsolescence of the rule. The committees have obviously never needed it in the past, or have recognized the inappropriate severity of the rule and have correctly avoided it.

The third reason given for keeping Item 10 in the document is also very weak. Obviously, a power that has never been used will also never have been abused. This fact, however, does not remove the potential for abuse. The interpretation of rules and regulations are only as valid as the people who use them and abide by them.

Section 6.0203.04 of the document reads:

"Temporary Suspension: Either the President or Chancellor of a campus may at any time temporarily suspend or deny re-admission to a student from the University pending formal procedures when he finds and believes from available information that the presence of a student on campus would seriously disrupt the University or constitute a danger to the health, safety, or welfare of the University. The appropriate disciplinary procedure will be initiated within five days."

It is clear from this statement that suspension is a serious matter that should be used only in times of clear and present danger. In this section, the student is given an appeals route.

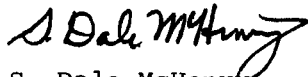
In contrast, Item 10 gives the Student Conduct Committee chairman the power to suspend a student for disruption of a hearing, a situation that does not threaten the operations of the University. Also notice that no appeal route for a student suspended in this manner is outlined. Thus the suspension powers of the committee chairman can be construed as being greater than those granted to the President, a clear violation of university hierarchy.

Memo To: Academic Council Members
March 9, 1981
Page 3

At the urging of myself, Chancellor Marchello, Stacy Kottman, and Chancellor Uehling of UMC, this matter was brought before the cabinet again on March 6. Again, in a close vote, the cabinet left item 10 in the document.

Final approval of these appeal procedures will occur at the March 20, 1981, Board of Curators meeting. I ask the support of the Academic Council in this matter, for your opinion will influence the Board's decision. Thank you.

Sincerely,


S. Dale McHenry

cc: Chancellor Marchello

MEMORANDUM TO: UMR FACULTY

RE: AGENDA for the Academic Council Meeting, Thursday, March 19, 1981,
at 1:30 p.m. in Room 227 of Fulton Hall.

- I. Approval of the minutes of the February 19, 1981, meeting of the Academic Council.
- II. Unfinished Business
- III. Administrative Reports and Responses to Actions Approved by the Council
 - A. Administrative Reports
 - 1. Reorganization of the College of Arts and Sciences M. Barker
 - B. Administrative Response - None
- IV. Reports of Standing and Special Committees
 - A. .0406.02 Admissions & Academic Standards (5 min.) R. Russell
 - *1. Definition of the term "restricted" (Jan. 22, 1981; X, 5.14) (Feb. 19, 1981; X, 6.10)
 - B. .0406.07 Facilities Planning (No Report) N. Aughenbaugh
 - 1. Conversion of Classrooms to Office Space (Oct. 23, 1980; X, 3.17) (Feb. 19, 1981; X, 6.12)
 - C. .0406.09 Personnel (5 min.) J. Johnson
 - 1. Policy Memo Codification (Oct. 23, 1979; IX, 3.17)
 - *2. Proposed Leave Policy (Feb. 19, 1981; X, 6.13)
 - D. .0406.11 Rules, Procedures & Agenda (10 min.) R. Schowalter
 - *1. Review of By-laws for possible changes (Aug. 23, 1980; X, 1.15)
 - E. .0406.12 Student Affairs (5 min.) G. Lewis
 - 1. Procedure for student grade appeals (June 19, 1980; IX, 11.7)
 - 2. Summer credit hour limit (Aug. 28, 1980; X, 1.16)
 - 3. Recognition of the Student Organization Constitution
 - a. Society of Hispanic Professional Engineers (Feb. 19, 1980; X, 6.18)
 - *b. Student Branch of the American Society of Heating, Refrigerating, and Air-Conditioning Engineers, Inc.
 - F. .0406.13 Student Awards & Financial Aids (No Report) J. Bayless
 - 1. Waiver of out-of-state fees for National Merit Scholars (Sept. 25, 1980; X, 2.22)
 - G. .0407.05 Tenure (5 min.) O. Crosser
 - 1. Dismissal of Tenured Faculty (Oct. 25, 1979; IX, 3.14)
 - H. Intercampus Faculty Council (5 min.) B. Clark
- V. *New Business
- VI. Announcements P. Stigall
 - A. Referrals
 - 1. Rules, Procedures & Agenda Committee
 - a. Proposal for Center for Aging Studies

*Supplementary material sent to Academic Council Members and Department Chairmen.

REPORT OF THE COMMITTEE ON ADMISSIONS AND ACADEMIC STANDARDS

Re: Material referred to the Committee by the Academic Council. See Minutes of the February 19, 1981 meeting (X, 6.10)

IX. Unsatisfactory work: (See bottom of page 52 of the 1980-81 Manual of Information)

2. Average Grade Requirements. ...

a. ...

b. ...

c. (The following was passed by Council vote at the January 22, 1981 meeting — Additions in italics): (p.53)

"If you have been dropped for scholastic deficiency you may continue your enrollment during a summer session but will not be allowed to enroll for a fall semester or a spring semester without permission of the chairman of the department in which you are majoring. *If you desire to change departments and apply for readmission, the department to which admission is desired must be specified and admission is contingent upon your acceptance by that department and upon your pursuing the prescribed program of course work toward a degree in that department. Subsequent transfer to another department, whether with scholastic deficiencies or not, must be approved by that department. (If you have not declared a major your Dean will make a decision about your readmission.)*"

d. (Additions in italics):

In all cases of scholastic deficiency, if you are so affected you may appeal to the dean of the school or college in which you are enrolled, *or to the dean of the school or college to which you wish to transfer*, for reconsideration.

e. (Add the following material):

Students who have been denied readmission to the department in which they were majoring may be granted readmission to the University by an academic dean into a temporary status called "restricted". Restricted students are permitted to register on scholastic probation and are normally limited to a maximum schedule of 12 semester hours. Academic advising is done by an advisor assigned to the student by the dean. Readmission as a restricted student is normally with the understanding the student will complete testing and counseling as prescribed by the UMR Counseling and Testing Center. At the end of the first semester in a restricted category, future registration is permitted only if the student has either cleared scholastic probation or has been granted readmission to an academic department. Students in a restricted category are eligible for graduation from an academic department only after admission to that department.

MEMORANDUM TO: UMR FACULTY

RE: AGENDA for the Academic Council Meeting, Thursday, April 16, 1981, at 1:30 p.m. in Room 227 of Fulton Hall.

- I. Approval of the minutes of the March 19, 1981, meeting of the Academic Council.
- II. Unfinished Business
- III. Administrative Reports and Responses to Actions Approved by the Council
 - A. Administrative Reports J. Marchello
 - *1. Status of UMR Budgets
 - B. Administrative Response - None
- IV. Reports of Standing and Special Committees
 - A. .0406.06 Curricula (10 min.) N. Tsoulfanidis
 - *1. Report #4 1980-81
 - B. .0406.07 Facilities Planning (No Report) N. Aughenbaugh
 - 1. Conversion of Classrooms to Office Space (Oct. 23, 1980; X, 3.17) (Feb. 19, 1981; X, 6.12)
 - C. .0406.09 Personnel (No Report) J. Johnson
 - 1. Policy Memo Codification (Oct. 23, 1979; IX, 3.17)
 - D. .0406.11 Rules, Procedures & Agenda (10 min.) R. Schowalter
 - *1. Proposal for Center for Aging Studies (March 19, 1981; X, 7.28)
 - *2. Summer Session Funding (March 19, 1981; X, 7.29)
 - E. .0406.12 Student Affairs (5 min.) G. Lewis
 - 1. Procedure for student grade appeals (June 19, 1980; IX, 11.7)
 - 2. Summer credit hour limit (Aug. 28, 1980; X, 1.16)
 - 3. Recognition of Student Organization Constitution
 - *a. The International Muslim Students' Association of the University of Missouri-Rolla
 - *b. HP-41C User's Club of the University of Missouri-Rolla
 - *c. Chapter By-Laws of the Sigma Chi Mu Fraternity
 - F. .0406.13 Student Awards & Financial Aids (10 min.) J. Bayless
 - *1. Waiver of out-of-state fees for National Merit Scholars (Sept. 25, 1980; X, 2.22)
 - G. Intercampus Faculty Council (5 min.) J. Pogue
- V. New Business
 - *A. Teaching Evaluation Ballot L. Pursell
- VI. Announcements P. Stigall
 - A. Referrals

*Supplementary material sent to Academic Council Members and Department Chairmen.



UNIVERSITY OF MISSOURI-ROLLA

Academic Council

211 Parker Hall
Rolla, Missouri 65401
Telephone: (314) 341-4871

SUMMARY of reports, actions and announcements at the Academic Council meeting of April 16, 1981.

1. Administrative Reports: Chancellor Joseph M. Marchello
2. Curricula Committee: Dr. N. Tsoulfanidis
Curricula Committee Report No. 4 1980-81
3. Rules, Procedures and Agenda: Prof. R. Schowalter
Proposal for Center on Aging Studies
Summer Session Funding
4. Student Affairs: Dr. G. Lewis
5. Student Awards and Financial Aids: Prof. T. Baird
6. New Business: Dr. L. Pursell
7. Announcements: Chairman P. D. Stigall



Chairman Paul D. Stigall called the meeting of the Academic Council to order at 1:30 p.m. on Thursday, April 16, 1981 in Room 227 of Fulton Hall and announced the following substitutions: Prof. J. Kent Roberts for Dr. Jack Emanuel; Dr. Ron Kellogg for Dr. Dee Haemmerlie; Dr. John Council for Dr. Herbert Harvey; Dr. J. Beverley Clark for Acting Dean Ernest Spokes and Dr. Don Myers for Dr. Henry Metzner.

- X, 8
.1 Chairman Stigall asked for any revisions or corrections to the minutes of the March 19, 1981 meeting. Hearing none, he ruled the minutes approved as circulated.
- X, 8
.2 ADMINISTRATIVE REPORTS. Chancellor Marchello referred the Council members to the Budget Submissions materials circulated with the agenda* (Full Copy). The Chancellor announced that on Monday, April 20, 1981 from 9:00-11:00 a.m. in the Mark Twain Room of the University Center East, an open budget meeting will be held. President Olson and Vice President Buchholz will attend this meeting and Chancellor Marchello encouraged the Council members to attend and to ask questions. Chancellor Marchello reported that the 1980-81 budget, as the Council is well aware, was cut 2½ percent, and with all the tightening up that had to be done—freeze on hiring, etc.—UMR will barely break even on June 30th. The 1981-82 budget is presently before the General Assembly. As the Governor did not recommend any increase in the budget for 1981-82 over 1980-81, it is difficult to plan for any of the program improvements and salary and compensation adjustments for the coming year. There is no room in the Governor's budget for raises, for new buildings, or for inflationary adjustments. At the present time, the House and Senate both have state employee pay bills in committee. The House committee bill includes a \$30.00 per month increase straight across the board for all state employees. This will not come out of committee until after the Easter break. The Senate bill proposes a 3 percent increase. The Senate will not start to discuss the pay bill until after May 15. The Chancellor felt this is very appropriate, as this will give the Senate an opportunity to see the revenues from April—the legislature may even wait until late June to see the May revenues—before making any recommendations. The budget development process for 1981-82 will be very protracted and will probably not end until late June.
- X, 8
.3 The Chancellor referred the Council to the copies of the materials sent to President Olson responding to requests from him. One request asked for the usual kind of budget presentation so that the Central Administration can determine the inflationary rate for 1982-83 and also to aid in considering special requests for extra compensation adjustments related to the salary market problem that occurs particularly with the engineering faculty. Also submitted was a list of program improvement items and capital budget items. Chancellor Marchello referred the Council members to a table (page 4) of his budget handout depicting a summary of program

requirements and priorities. The first priority is computer/manufacturing/design; second, surface science; and third, library acquisition/communications. The total of \$1,863,235 exceeds the President's ceiling by \$1,000,000. The Capital Improvements request had previously been made assuming the Mineral Engineering building would be funded. Since it was not, it was added to the report with an inflationary adjustment. Capital improvement, construction and renovation requests seem to be more liable to get support. The Chancellor felt this has to do with the hope that such support will help stimulate the state economy. The final submission shows the planning for financial exigency is case the appropriations do not increase for the next two or three years. President Olson did not ask about this item at the budget hearings held last week, and for this reason, the Chancellor feels it is not pertinent to discuss it.

X, 8
.4 Dr. Smith asked the Chancellor if he would agree to the principle that reductions in academic programs for financial reasons should be considered last in any discussions of budget cuts. Chancellor Marchello answered no, because it would be necessary to preserve the quality programs and this may mean that academic as well as service programs may be cut. The Chancellor repeated that he hoped that none of the financial exigency planning would have to be put into effect. Prof. Baird asked the Chancellor about funding for the Minerals Engineering building. The Chancellor replied that the House had passed Joint Resolution 30 which calls for a \$600 million bond issue for public works and construction projects. One half of that amount will probably be available to the University. This bill is currently in the Senate and if the Senate passes it and it is approved by the Governor, a public referendum could take place in November. The State would then be in a position to sell bonds to finance buildings like the Mineral Engineering building. Dr. Smith asked the Chancellor what the role of the Academic Council would be in discussing budget cuts, if this becomes necessary. The Chancellor replied that the Council will be asked for advice. Two members of the Academic Council are members of the Budget Review Committee and were present at the planning sessions for the material submitted to President Olson. The Chancellor stated that in regard to the matter of dropping academic programs, the issue was forced upon him in response to requests from President Olson.

X, 8
.5 Chairman Stigall stated that this meeting will be the last meeting for some of the Council members. In particular, Dr. Stigall recognized two members of the faculty who are not only not returning to the Council but are retiring from the University—Drs. Gabe Skitek, Electrical Engineering and Franklin Pauls, Physics.

X, 8
.6 CURRICULA COMMITTEE. Dr. Tsoulfanidis referred to the Curricula Committee Report* (Full Copy) circulated with the agenda and stated an editorial change needed to be made to Part C, Course Changes. Nuclear Engineering 365 is co-listed as Physics 365. Therefore, the approved change in pre-requisite, should be implemented in the Physics part of the Catalog. Dr. Tsoulfanidis moved that the Council accept the report of the Curricula Committee. The motion was seconded. Dr. Smith asked if the motion included the policy statement, D. 1b: that *"All new elective courses should be*

offered with experimental numbers at least once and no more than twice before being sent to the UMR Curricula Committee." Dr. Tsoulfanidis answered yes; the motion included the entire Committee report. Dr. Pursell asked if the Committee could enforce the second part of the statement. Dr. Tsoulfanidis answered that the Committee discussed this matter and felt it could not really enforce it, but the Committee felt it was necessary to include this to help eliminate abuses. Dr. Pursell stated that he interpreted it to be a guideline. Assoc. Dean Cogell asked Dr. Tsoulfanidis what he considered to be the abuses. Dr. Tsoulfanidis replied offering a course under a 101, 201 or 301 number ten times and not requesting the Curricula Committee to approve it as a permanent course. Assoc. Dean Cogell stated that 301 was a general number and can be offered many times and not be the same course. Dr. Tsoulfanidis stated that he referred to the same topic being offered many times under an experimental number. Dr. Smith asked if the policy excludes required courses. Dr. Tsoulfanidis replied that this is the case. This policy does not apply to required departmental courses for majors of that department. Prof. Wolf stated that he viewed this as strictly a guideline because of the wording "All new elective courses *should* be offered..." Dr. Tsoulfanidis answered that this is a guideline in the sense that every action of the Committee is advisory. Dr. Cogell felt it was more than a guideline because under this policy, recommendations to the Committee from a school or college for an elective course that had been approved by the dean but had not been run as an experimental course, would not be approved by the Committee.

X, 8
.7 Dr. Pursell stated that he felt that many new courses are added and very few are deleted. He questioned if this increase in course offerings should not be of concern at this time of budget cuts. He questioned if all the new courses were justified. Assoc. Dean Cogell stated that there are some courses that are only taught every two years, but they complete a cycle and make it possible to offer a range of courses that are necessary to a department and also to economize. Dr. Tsoulfanidis stated that when the Committee discusses a new course, it takes into account possible duplication and all the comments and complaints presented by other departments. The Committee, however, does not routinely examine the total number of courses, or how many are added, and how many are deleted, or possible consolidation of courses. It would be quite proper for the Committee to study this problem as a result of a directive by the administration or the Academic Council. Chairman Stigall called for a vote on the motion; the motion carried.

X, 8
.8 RULES, PROCEDURES & AGENDA. Prof. Schowalter stated that there are two items before the RP&A Committee. He first referred the Council members to the memorandum from Provost Fort to the Committee of Department Chairmen and to the Council* (Full Copy) circulated with the agenda concerning the establishment of a Center for Aging Studies. The RP&A Committee recommended the following Council resolution for approval: *"The Council endorses the concept of centers as they represent an effort to create formal encouragement and recognition of interdisciplinary faculty effort. The Council feels that it cannot, at this time, endorse any obligation of appropriated funds for such purposes nor specific position descriptions."* Professor Schowalter moved that the Council endorse this resolution; the motion was seconded and carried.

- X, 8
.9 The second item before the Committee is the resolution from the Budgetary Affairs Committee regarding summer session salaries: *"It is resolved that the summer session be funded on the same basis as the regular semesters; including the same percentage of cost supplied by other than student fees; and compensation to faculty be at the rate of 1/9 annual salary per full time month."* Prof. Schowalter moved that the Council approve this resolution and refer it to the Administration for response. The motion was seconded. Assoc. Dean Cogell asked when the Committee thought this should be implemented. Dr. Sauer, Chairman of the Budgetary Affairs Committee, responded, as soon as possible—for this summer session if possible. Dr. Cogell commented that the present summer school session has already been budgeted on a different basis, and if the 1/9 annual salary recommendation were to be implemented, it would require eliminating several faculty members from the schedule. Chancellor Marchello stated that there is no chance that this could be approved for this summer session. Chairman Stigall called for a vote on the motion; the motion carried.
- X, 8
.10 Professor Schowalter announced that an election of new officers for the Academic Council will be held at the next Council meeting and that the newly elected Council members will attend that meeting. The RP&A Committee is open for recommendations of names for officers. Prof. Schowalter requested that if Council members do recommend individuals that they check with those persons first and ask if they will accept the nomination. Dr. Tsoulfanidis suggested that it would be helpful if a list of the new Council members could be circulated.
- X, 8
.11 STUDENT AFFAIRS. Dr. Lewis moved that the Council recognize the following student organizations: The International Muslim Students' Association of the University of Missouri-Rolla, HP-41C User's Club of the University of Missouri-Rolla, and Sigma Chi Mu Fraternity. The motion was seconded. Dr. Lewis stated that Sigma Chi Mu presented a document for recognition from the national organization, Sigma Chi, and it did not contain the objectives of the fraternity. They have since supplied the Committee with a list of the objectives and the Committee has found them to be in accordance with those of other social fraternities on campus. The official constitution that is filed in the Student Activities Office will be the up-dated constitution. The motion carried.
- X, 8
.12 STUDENT AWARDS & FINANCIAL AIDS. Prof. Baird reported for Prof. Bayless, and referred the Council members to the Committee Report* (Full Copy) circulated with the agenda. Prof. Baird stated that the Committee report includes the recommended changes suggested at the November 20, 1980 Council meeting. At that time the Chancellor pointed out that the number of recipients should not be limited. The recommended changes are listed in italics. Item 3 states: *"The amount of funds to support waivers of out-of-state fees for new students shall be determined by the Chancellor each year. The absence of funds to select new students will not nullify those previously selected and remaining qualified."* An editorial change should be made to Item 4: "Incoming non-Missouri students who are U.S. Citizens would be considered for possible selection if, during their last year of high school, they rank in the upper 3% of their class and have attained scores *at least* in the 96th percentile on either (ACT, PSAT or SAT) tests.

Demonstrated leadership ability will be a consideration in the selection." Two other changes are the inclusion of the words: "...at least ten incoming new UMR students," and the addition of the statement that the amount of funds shall be determined by the Chancellor. Professor Baird moved that the Council accept the Committee report. The motion was seconded and carried.

X, 8
.13

NEW BUSINESS. Dr. Pursell referred the Council members to the resolution regarding teaching evaluation ballots* (Full Copy) circulated with the agenda. *Recently the instructional staff was asked to distribute "Teaching Evaluation Ballots" for the Committee on Effective Teaching and Faculty Awards. The interests of the faculty are involved in how the returns from these ballots are analyzed, to whom the results are distributed, and how the results are used. Consequently, the Academic Council requests that the Committee on Effective Teaching and Faculty Awards report to the Academic Council on these matters.* Dr. Pursell moved that the Council endorse this resolution. Prof. Schowalter recommended that the resolution be edited to request that the Committee report to the Council at the May 7, 1981 meeting. Dr. Pursell accepted the editorial change. The motion was seconded. Dr. Pursell stated that the reason he would like to have the Committee report to the Council is that faculty members may not be aware of how the teaching evaluation ballots are used. The chairman of the Committee on Effective Teaching and Faculty Awards stated that the results of the ballots may be sent to the individual faculty members and the Committee is considering sending them to the department chairmen. The question was raised as to the function of the Committee. Prof. Schowalter stated that the Committee description is as follows: *This committee is authorized and established by the Provost. It conducts seminars for the benefit of teachers and of improving instruction, and recommends methods to improve teaching effectiveness; nominates faculty members for special teaching and research awards established at the University of Missouri-Rolla. The members of this committee are appointed annually by the Provost, who shall designate one member to serve as chairman.* During the discussion that followed concern was again expressed as to how these ballots are distributed and how the results are used. It was stated that in some departments the teaching evaluation ballots are used in determining raises and promotion recommendations. Chairman Stigall called for a vote on the motion; the motion carried.

X, 8
.14

ANNOUNCEMENTS. Chairman Stigall announced the referral of an item to the Personnel Committee concerning paycheck options. This referral comes from a concerned faculty member who would like to have the Council investigate the option of having paychecks received in either 9 or 12 monthly installments.

X, 8
.15

Chairman Stigall again reminded the Council members of the Open Budget Hearing to be held April 20, 1981 with President Olson.

Chairman Stigall also announced that April 21, 1981 is the next General Faculty meeting. Council members were encouraged to attend this meeting because the By-laws revisions will be discussed at this time and if the changes are accepted at the General Faculty meeting a mail ballot will be sent to all faculty members.

Chairman Stigall asked for any announcements from the floor; hearing none, the meeting was adjourned at 2:20 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "N. Tsoulfanidis".

Nicholas Tsoulfanidis, Secretary

*Complete document filed with the smooth copy.

Minutes of the Academic Council are considered official notification and documentation of actions approved.

Dr. Dee Haemmerlie - Social Sciences
will have a substitute for the meeting
April 16, 1981 -- Dr. Ron Kellogg

Rev. Clark for Ernie Spake



UNIVERSITY OF MISSOURI-ROLLA

School of Mines and Metallurgy

Department of Petroleum Engineering

211 Mining Building
Rolla, Missouri 65401
Telephone (314) 341-4761

April 14, 1981

MEMORANDUM TO: Dr. Paul Stigall

FROM: A. Herbert Harvey,
Academic Council Representative
Petroleum Engineering Dept.

RE: Academic Council Meeting
April 16, 1981

Since I will be out of town on the date of the subject meeting, the Petroleum Engineering Dept. will be represented at the meeting by Dr. John R. Council.

A handwritten signature in black ink, reading "A. Herbert Harvey".

University of Missouri - Rolla



Rolla, Missouri 65401

April 14, 1981

Dr. Paul Stigall, Chairman, Academic Council
Room 17 Library

Memorandum To:

From: Dr. Jack H. Emanuel *JHE*

RE Academic Council meeting, Thursday, April 16, 1981

I shall be unable to attend the Academic Council meeting on Thursday, April 16, 1981. However, Professor J. Kent Roberts will attend and vote for me.

Economics 335
Cost-Benefit Analysis
Justification:

This course will introduce students to the principles and techniques of cost-benefit analysis. Cost-benefit analysis is a practical way of dealing with problems arising from attempts to evaluate government investment projects. Currently, approximately one-third of our national output originates in the government sector. One needs to only look at the most recent newspaper or news broadcast to realize there is no lack of problems which require government's attention and the use of scarce resources. Interest groups of all varieties continually press the claim that additional monies spent in a manner of their liking will improve social well-being. Cost-benefit analysis provides a way of setting out the factors which need to be taken into account when deciding the priority of these competing claims.

In recent years, certain segments of the public have been very critical of the manner in which government agencies have prepared cost-benefit studies. In the Meramec Park Lake controversy for example, the Corps of Engineers was charged with misstatement of fact, shoddy analysis, and even outright disception. To appraise such charges and countercharges, one must be aware of what cost-benefit or environmental impact studies can and cannot do. We will argue in this course that cost-benefit analysis, properly used with respect for its limitations, will make the decision-making process more rational thus allowing public debate to concentrate on more fundamental issues.

The business sector as well as the public sector is increasingly involved with the language and practice of cost-benefit analysis. Passage of the National Environmental Protection Act requiring preparation of Environmental Impact Statements has had repercussions beyond that foreseen by most observers. In order to access or prepare such statements, familiarity with cost-benefit analysis is required. Prospective employers of economic majors have come to expect candidates who have been introduced to cost-benefit analysis.

In the course of their future occupations, economic students will likely be required to participate in preparing or evaluating cost-benefit studies for their employers. Moreover, as citizens, our students must be prepared to make informed judgements as to the proper use of our scarce resources. It is our hope and intent that this course will contribute to the students' ability to perform such tasks and make such judgements.

Cost-benefit analysis has been taught previously in the Economics section of the Department of Social Sciences and was well received by the students. Our intent is to provide the course on a regular basis. This will allow our majors to plan their schedules with a greater degree of certainty. For economic majors, the course will have two primary objectives. First, it will hone the micro-economic tools introduced in previous classes. This is of no small consequence. Admittedly, tools are means and not ends however, the proper use of these tools only comes with practice. Second, economic majors will be introduced to the subject matter of Cost-Benefit Analysis proper. Ingredients of traditional economic subjects--Price Theory, Welfare Economics, Public Finance--will be woven into a coherent whole.

This course will investigate the rationale of cost-benefit techniques. Emphasis will be on what is to count and what is not to count in a cost-benefit evaluation; how to measure the costs and benefits; the implications of using one discount rate as opposed to another; when market prices are to be used and when they must be adjusted, etc. The use of case examples will illustrate the important economic concepts involved.

The remaining question is why should Cost-Benefit Analysis be taught in Economics? Economics is the study of the way society chooses to allocate scarce resources, which have alternative uses, to accomplish goals established by society. Cost-Benefit Analysis is a practical way of assessing the desirability of projects where it is important to enumerate and evaluate all the relevant costs and benefits with the intent of making a proper choice. As such, Cost-Benefit Analysis is a set of tools which help society decide how to employ its limited resources or, how to economize and thus may properly be considered under the subject -- economics.

Leading Universities teach Cost-Benefit Analysis in the Economic Department often under a title such as "Evaluation of Public Investment" or "Policy Analysis" however, most universities include this subject in the study of more traditional economic subjects -- welfare economics; public finance; resource economics. Welfare economics concerns itself with policy recommendations economists are entitled to make, with particular regard to the distributional implications of a particular allocation of resources. In Cost-Benefit Analysis, welfare economics enters in when it is recognized that what counts as a benefit or loss to one part of the economy does not necessarily count as a benefit or loss to the economy as a whole. In the field of public finance, cost benefit analysis is useful in evaluating public goods, which by definition cannot be provided by private suppliers for profit. Resource economics uses many of the same techniques as Cost-Benefit Analysis in asking such questions as the optimal rate of depletion. Thus, Cost-Benefit Analysis is and has been included in the study of economics although often under more traditional fields. In this university, with its emphasis on engineering and mining, it would be desirable to have a separate Cost-Benefit course which would draw together relevant portions from the diverse branches of economics.

Surveys of Cost-Benefit Analysis indicate that historically it was discussed as long ago as 1844 by the French economist J. Dupuit on the utility of public works. Further, an examination of Cost-Benefit bibliographies would show a preponderance of economists among the authors.

In sum, Economics feel that Cost-Benefit Analysis should be included in the economic curriculum for the following reasons:

1. Economics and Cost-Benefit Analysis have a common subject -- the problem of choice.
2. Traditionally Cost-Benefit Analysis has been taught in economics.
3. Economists have written extensively on the subject of Cost-Benefit Analysis.

Economics 335
Cost-Benefit Analysis
Substantiation of need.

Cost-benefit analysis has been taught under Economics 301, Special Topics the previous two spring semesters with an average enrollment of 22 students. The table below gives enrollment figures for each semester.

	<u>Economic Majors</u>	<u>Non Economic Majors</u>	<u>Total</u>
Spring 1979	23	2	25
Spring 1980	15	3	18

As the figures indicate the course has drawn students primarily from our majors although the non economic majors have made contributions to the class in excess of their proportion through classroom discussion.

It is anticipated that Cost-Benefit Analysis will continue to be an important part of the Economics curriculum.

APPROVED BY UMR CURRICULA COMMITTEE
February 24, 1981

NUMBER	SCHOOL	DEPT	ADD	DELETE	C H A N G E O F					
					CR HRS	PRE- REQ	COURSE TITLE	CATALOG DESCR.	COURSE NO.	OTHER
1738-80-2038-328-10	Engr	E Mgt	X							
1751-80-2001-321-20	M&M	Cer		X						
1752-80-2001-321-10	M&M	Cer	X							
1753-80-2001-421-10	M&M	Cer	X							
1754-80-2007-300-10	A&S	Hum	X							
1755-80-2007-301-10	A&S	Hum	X							
1756-80-2007-310-10	A&S	Hum	X							
1757-80-2007-390-10	A&S	Hum	X							
1758-80-2019-325-10	A&S	Chem*	X							
1759-80-2019-349-33	A&S	Chem				X	X	X	X	
1760-80-2110-335-10	A&S	S Sci	X							
1761-80-2006-331-10	M&M	G&Geoph	X							
1762-80-2006-332-10	M&M	G&Geoph	X							
1763-80-2006-341-10	M&M	G&Geoph	X							
1764-80-2006-376-10	M&M	G&Geoph	X							
1765-80-2115-060-20	A&S	S Sci		X						
1766-80-2155-154-33	A&S	S Sci				X	X			
1767-80-2115-000-00	A&S	S Sci								X Minor Prog
1773-80-2113-020-20	A&S	Music		X						

* Co-list as ChE 353



UNIVERSITY OF MISSOURI-ROLLA

Office of the Provost

Parker Hall

Rolla, Missouri 65401

Telephone (314) 341-4138

March 3, 1981

MEMORANDUM TO: W. Nicholas Knight, Chairman
Committee of Department Chairmen

Paul D. Stigall, Chairman ✓
Academic Council

FROM: Tomlinson Fort, Jr.
Provost

SUBJECT: Center for Aging Studies

The College of Arts and Sciences has proposed the establishment of a Center for Aging Studies, as described in the appended proposal. I should appreciate the review of this proposal by the Committee of Department Chairmen and the Academic Council. Following this review, I ask for a memorandum from each of you indicating your constituency's approval or disapproval of the plan.

TFjr/dg
Attachment
cc: Marvin W. Barker
Joseph M. Marchello

A large, handwritten signature in black ink, appearing to read 'Tomlinson Fort, Jr.', written over a diagonal line.

The Rules, Procedures and Agenda Committee recommends the following Council Resolution:

The Council endorses the concept of centers as they represent an effort to create formal encouragement and recognition of interdisciplinary faculty effort. The Council feels that it cannot, at this time, endorse any obligation of appropriated funds for such purposes nor specific position descriptions.

CENTER FOR AGING STUDIES

PROPOSAL

Introduction

On October 4, 1980, the University Cabinet approved the establishment of the Missouri Gerontology Institute. Vice President George stated that the institute is a major change designed to encourage the development of programs in gerontology throughout the University system, and Dr. Warren A. Peterson, UMKC Professor of Sociology and Director of the new institute described MGI as a "catalyst to foster the development of teaching, training, research, extension, and public service among the various units on the campuses and in extension service." Thus, a University commitment to gerontological studies has been made.

UMR Gerontology Activities

The faculty of the College of Arts and Sciences has been active in providing educational services and programs to the aging through the University of the Third Age, Elderhostel, Train the Trainer, and individual programs supported by grants. In 1980-1981 an E&E budget of \$10,000 and a contribution of \$7,000 in S&W from the University Joint Centers for Aging Studies have provided the basic support and grants of \$14,162 provided additional support for 83 programs involving 1,727 people. The thrust of these activities has been service and training rather than research, and the emphasis of the UMR program will continue to be service and training rather than research.

Problem

Coordination of the various projects and programs has been provided by faculty (Dr. Patricia Morrow), by Continuing Education (Dr. Stephen Douglas and Ms. Barbara Clayton), and others (Dr. W. Nicholas Knight). While these persons are to be lauded for their efforts, this method of coordination is certainly not an efficient one.

Proposed Solution

For better coordination of gerontological activities on this campus, a Center for Aging Studies (CAS) is proposed. The UMR Center will utilize faculty from all disciplines and departments in the College of Arts and Sciences to provide educational services and programs in the following areas:

1. University of the Third Age
2. Elderhostel
3. Train the Trainer
4. Other programs supported by grants

The administration of the CAS will be under the Dean of the College of Arts and Sciences, with responsibility placed under the Associate Dean of Continuing Education. A director of the CAS will assist the Associate Dean with the operation of the CAS and report directly to the Associate Dean. The director will be responsible for the development of the various gerontological programs at UMR and will serve as UMR's Associate Director of Gerontology for the Missouri Gerontology Institute. The Associate Dean of Continuing Education will be responsible for the implementation of any program, all money transfers, and all personnel utilization.

The Director of the Center will be an interested faculty member who will receive a portion of his/her salary for the duties of Director. This person should be on a 12 month contract. The College proposes that for FY 1981-1982 the \$7,000 already allocated by MGI as S&W monies for gerontological activities on this campus be used as salary for the Director. The \$7,000 would be added to the nine month salary of the faculty member to provide a twelve month contract of which an appropriate percentage would be for the duties of Director. If these funds are not available after July, 1982, the College will be responsible for the Director's "summer salary." An E&E budget of \$10,000 currently exists and would become the E&E budget of the Center.



UNIVERSITY OF MISSOURI-ROLLA

School of Engineering

Department of Mechanical
and Aerospace Engineering

Mechanical Engineering Building
Rolla, Missouri 65401

Telephones: Chairman 314-341-4662
Faculty 314-341-4661

March 14, 1981

TO: Dr. Paul Stigall, Chairman
Academic Council

FROM: H. J. Sauer, Jr.
Chairman, Budgetary Affairs Committee

Hank

RE: Resolution of BAC requesting Council referral

As shown in the attached minutes of the March 6 meeting of the Budgetary Affairs Committee, the committee requests that the Academic Council refer the matter of proper funding for the summer session to the administration for a response and that this matter be carried as an agenda item until a response is made.

HJS/ms

cc: BAC



UNIVERSITY OF MISSOURI-ROLLA

School of Engineering

Department of Civil Engineering
Butler-Carlton Civil Engineering Hall
Rolla, Missouri 65401
Telephone: (314) 341-4461

March 25, 1981

MEMO TO: Dr. Paul Stigall, Chairman, Academic Council
FROM: Jerry Bayless, Student Financial Aid Committee
RE: Proposal for Out-of-State Fee Exemptions

The Student Financial Aid Committee suggests the revisions as indicated by italics and brackets to the Proposal for Out-of-State Fee Exemptions for High Ability Students. This proposal was first adopted by the Committee on January 11, 1979 and was submitted to the Academic Council in November, 1980 in response to a referral by the Council. The revisions are suggested in response to comments made at the November meeting of the Academic Council.

JRB/t1

cc: Prof. Tom Baird
Prof. R.A. Schaefer
Prof. R.E. Schowalter
Dr. T.F. Wright

A proposal for Out-of-State fee exemptions
for high ability students

Many factors contribute to the atmosphere of learning in a university; these include the dedication and skills of the faculty, the learning resources provided by the facilities and the presence of capable, interested students. Because of its reputation and programs, the University has been successful in attracting capable, interested students and, further, has made and is making special efforts to attract high ability students. Such efforts include the very beneficial Curator's Scholarship program for high ability Missouri high school graduates, the new program of sponsorship of National Merit Scholarships and the proposed Honors Program for high ability students. These are in addition to the major scholarships that have been financed by both industry and generous individual donors.

Additional high ability students could be attracted to UMR at probably little expense and with the expenditure of no funds if the University would provide for exemption from out-of-state fees for highly qualified non-Missouri residents. The presence of such scholars on our campus would make a positive contribution to its learning atmosphere and could also eventually bring these individuals into Missouri citizenship as working professionals after completion of their education.

Following are suggested provisions that could be considered for such a scholar program:

1. The University shall grant, during the first year of operation of the program, out-of-state fee exemption to *at least* ten incoming new UMR students.
2. The University shall grant, during each of the next three successive years, out-of-state fee exemption to *at least* ten incoming new UMR students.
- Delete [3. During the fourth year and succeeding years of operation, a maximum of forty students would be participating in the program.]
3. *The amount of funds to support waivers of out-of-state fees for new students shall be determined by the Chancellor each year. The absence of funds to select new students will not nulify those previously selected and remaining qualified.*

4. Incoming non-Missouri students who are U.S. Citizens would be considered for possible selection if, during their last year of high school, they rank in the upper 3% of their class and have attained scores in the 96th percentile on [either ACT, PSAT or SAT] tests. Demonstrated leadership ability will be a consideration in the selection.
5. Selection of participants from those qualified students would be made by the UMR's Committee on Student Awards & Financial Aids.
6. Participants may qualify for continued out-of-state fee exemption for 8 semesters if they maintain a cumulative grade point average in approximately the upper 10% (about 3.5). Participants dropped from the program may be reinstated if their cumulative grade average later requalifies them.
7. Every effort will be made to solicit applications from prospective students who may not, ordinarily, consider attendance at UMR.
8. Receipt of out-of-state fee exemption will not disqualify a student from consideration for scholarship or other financial aid.

Committee on Student Awards and Financial Aid
January 11, 1979



UNIVERSITY OF MISSOURI-ROLLA

Academic Council

211 Parker Hall
Rolla, Missouri 65401
Telephone: (314) 341-4871

MEMORANDUM TO: Academic Council

FROM: Lyle Pursell

RE: Agenda for April 16, 1981 meeting

Resolution

Recently the instructional staff was asked to distribute "Teaching Evaluation Ballots" for the Committee on Effective Teaching and Faculty Awards. The interests of the faculty are involved in how the returns from these ballots are analyzed, to whom the results are distributed, and how the results are used.

Consequently, the Academic Council requests that the Committee on Effective Teaching and Faculty Awards report to the Academic Council on these matters.

MEMORANDUM TO: UMR Academic Council

FROM: UMR Curricula Committee

SUBJECT: Curricula Committee (1980-81) Report #5

DATE: April 21, 1981

The following new course additions, deletions and course change requests have been made to the UMR Curricula Committee and, after consideration, are herewith recommended to the Academic Council for approval.

A. NEW COURSE ADDITIONS:

1. Mechanical Engineering 201; Special Topics
Variable credit
Prerequisites: None

Catalog description: This course is designed to give the department an opportunity to test a new course. Variable title. Variable credit.

Justification: This course will allow the faculty the flexibility to offer new courses on a trial basis.

2. Mechanical Engineering 101; Special Topics
Variable credit
Prerequisites: None

Catalog description: This course is designed to give the department an opportunity to test a new course. Variable title. Variable credit.

Justification: This course will allow the faculty the flexibility to offer new courses on a trial basis.

3. Aerospace Engineering 101; Special Topics
Variable credit
Prerequisites: None

Catalog description: This course is designed to give the department an opportunity to test a new course. Variable title. Variable credit.

Justification: This course will allow the faculty the flexibility to offer new courses on a trial basis.

4. Aerospace Engineering 201; Special Topics
Variable credit.
Prerequisites: None

Catalog description: This course is designed to give the department an opportunity to test a new course. Variable title. Variable credit.

Justification: This course will allow the faculty the flexibility to offer new courses on a trial basis.

5. Electrical Engineering 405; Power System Protection
Lecture 3 hours; total 3 credit hours
Prerequisites: EE 357

Catalog description: Introduction to modern protective relaying practices and coordination considerations for protection of transmission lines and equipment. Consideration of communications systems; distance, overcurrent, ground fault, differential, over and under voltage and frequency relaying using electromechanical and computer relaying techniques.

Justification: This proposed course is an important consideration for UMR's Power Engineering Program. With the rapid growth in interconnected power systems reliability of operation is dependent on proper system protection.

6. Computer Science 414; Networks and Distributed Computing
Lecture 3 hours; Total 3 credit hours
Prerequisites: CSc 361 or 339

Catalog description: A study of networks of interacting computers. The problems, rationales, and possible solutions for both distributed processing and distributed databases will be examined. Major national and international protocols including SNA and X.25 will be presented. Students will do design projects.

Justification: Networks and distributed processing is the fastest growing area of Computer Science research and application. Our students should have an opportunity to learn the basic software considerations involved in this area.

This course is being offered during the Spring 1981 Semester as CSc 401 with 16 students enrolled.

7. History 280; The American Military Experience
Lecture 3 hours, Total 3 credit hours
Prerequisites: History 175 or 176

Catalog description: A study of American Military history, strategy, policy and institutions from the colonial period to the present. War will be viewed in the mainstream of history with emphasis on the American Revolution, the Civil War, and the 20th century conflicts.

Justification: Request by Department of Military Science. Was taught experimentally Summer 1980 with 15 students. Will provide the needed course for advanced ROTC enrollees as well as an elective offering for history majors and other interested students.

8. Engineering Management 230; Management Accounting Systems
Lecture 3 hours, Total 3 credit hours
Prerequisites: None

Catalog description: The course is designed to introduce the theory and practice of accounting, and to study the flows of accounting information through the business firm. Topics are the fundamentals of accounting, technology of accounting information systems, and accounting system applications.

Justification: The Engineering Management curriculum allows for only three hours of required accounting coursework. Until this year, the course has been conducted as a traditional introduction to financial accounting course. However, engineering management students are not studying to be producers of accounting information as accountants; they are preparing themselves for careers as users of accounting information in technical management. The three course hours would be better used to introduce the fundamentals of accounting in the first half of the course and spend the other half on applications of accountant information within the firm.

9. Mechanical and Aerospace Engineering; Computational Fluid Mechanics
Lecture 3 hours, Total 3 credit hours
Prerequisites: CSc 73, One course in Fluid Mechanics

Catalog description: Introduction to the numerical solution of the Navier-Stokes equations, by finite difference methods, in both stream function-vorticity and primitive variable formulations. Course format emphasizes student development of complete computer programs utilizing a variety of solution methods.

Justification: During the past fifteen years the numerical solutions of the complete, nonlinear, equations governing the flow of fluids has become an increasingly common procedure, fueled both by advances in numerical methods and by increasing computer capabilities. Industrially, the use of such analyses has spread far beyond the aerospace industry. As evidence of this, work in this area is to be found, locally, in the research activities in this department, as well as in those of Chemical Engineering and the Graduate center for Cloud Physics. At present, no course at this level provides our students the opportunity to explore this area to the extent proposed.

10. Psychology 356; Behavior Modification
Lecture 3 hours, Total 3 credit hours
Prerequisites: Psych 50

Catalog description: Theory and techniques of influencing human behavior through the use of behavior modification and behavior therapy techniques. Applications to normal and abnormal child, adolescent and adult populations will be considered as well as ethical and legal issues.

Justification: The course was successfully offered Fall Semester, 1980, with an enrollment of 15 students.

11. Speech and Media Studies 121; Design and Production for the Print Media
Lecture 3 hours, Total 3 credit hours
Prerequisites: English 1 or 60 or Speech 181

Catalog description: Study of the development of elements of editing and typography. Examines development of editorial principles and styles to understand how editors reach decisions about what is printed and to help achieve a critical sense in dealing with the print media.

Justification: As the attached syllabus indicates, individuals are flooded with printed information from many sources. This course is developed in order to help individuals come to a critical awareness of the editorial and typographical elements that affect both what they see in print and how it is presented. This critical awareness is very important to a society that depends a great deal on the critical literacy of its members.

12. Speech and Media Studies 181; Communication Theory
Lecture 3 hours, Total 3 credit hours
Prerequisites: None

Catalog description: Deals with the concerns addressed by communication theory: language, cybernetics, visual arts, general semantics, information theory, and electronic communications. The University's fairly extensive media and communications resources are made use of, both for their content and for a study of the impact of their forms upon the transfer of information.

Justification: The Dean of the College of Arts and Sciences has reorganized the Humanities Department by separating English and Speech and Media Studies. The above change is necessary in the wake of this reorganization and for the reasons noted on the attached sheet.

13. Civil Engineering 412; Numerical Methods in Geotechnical Engineering
Lecture 3 hours, Total 3 credit hours
Prerequisites: Graduate standing

Catalog description: Survey of computer methods of analyzing complex geotechnical engineering problems. Finite element, finite difference and closed form solution techniques. Existing computer models are used to analyze axially and laterally loaded piles, seepage, consolidation and settlement behavior.

Justification: The complexity of real geotechnical engineering problems has resulted in the development of computer techniques unique to the field. In fact, many geotechnical problems cannot be solved by conventional means without the aid of a computer. This course will provide a working knowledge of these methods to the students allowing them to develop an appreciation of the computer's role in geotechnical design and analysis. In addition, they will employ and become familiar with computer models currently in use in industry.

This course has previously been taught as CE 401 (Special Problems) Winter Semester, 1980, with 7 students enrolled and Winter Semester, 1979, with 6 students enrolled.

14. Metallurgical Engineering 204; Transport Phenomena in Metallurgy
Lecture 3 hours, Total 3 credit hours
Prerequisites: Physics 25

Catalog description: The application of the principles of fluid flow and heat transfer to the solution of practical problems in metallurgical engineering.

Justification: No one-semester course exists on campus that covers this subject matter and its application to the kinds of problems encountered by metallurgical engineers. Course has been taught twice as Met 201.

15. Metallurgical Engineering 304; Introduction to Non-Ferrous Extractive Metallurgy
Lecture 2 hours, Total 2 credit hours
Prerequisites: Met 203 accompanied or preceded by Met 281

Catalog description: Survey of newly proposed and existing non-ferrous processes from raw material to refined product for a number of representative metals including Al, Cu, Pb, Zn, Ni and precious metals. Basic flow sheet design is examined to emphasize underlying principles of the various hydro-, pyro- and electrometallurgical unit processes involved.

Justification: To satisfy suggested ECPD additions to the curriculum by including more hydrometallurgy and metallurgical plant flow sheet design. Course has been taught twice as Met 301.

April 21, 1981

16. Political Science 135; Introduction to Political Life
Lecture 3 hours, Total 3 credit hours
Prerequisites: None

Catalog description: This course will introduce the student to the fundamental concepts and phenomena of political life and to the variety of political organizations characteristic of the modern age.

Justification: A Minor degree in Political Science represents a significant enhancement of Departmental offerings, and will provide students with a greater range of choice in academic programming.

17. Political Science 225; International Relations and Comparative Politics
Lecture 3 hours, Total 3 credit hours
Prerequisites: Pol Sci 90, Hist 175/176 or Consent of Instructor

Catalog description: A general introduction to the analytical frameworks, patterns and personalities of international relations and comparative politics, with a special emphasis upon American foreign policy making. Problems of internationaleconomic development, resources, and armaments will also be examined.

Justification: Same as above.

18. Political Science 250; State and Local Politics
Lecture 3 hours, Total 3 credit hours
Prerequisites: Pol Sci 90, Hist 175/176 or Consent of Instructor

Catalog description: An examination of the political organizations, policies, and pressures at work in the sub-national level of American Government. State, County, and City governments will be explored, along with the growing number of special Land Use Boards, Environmental Protection Commissions, etc.

Justification: Same as above.

19. Political Science 350; The Politics of the Third World
Lecture 3 hours, Total 3 credit hours
Prerequisites: Consent of Instructor

Catalog description: This course explores the processes and problems of the developing nations of the world. It examines the internal political processes of Third World nations, as well as the position of the Third World in international affairs.

Justification: Same as above.

20. Political Science 325; Science, Technology, and Politics
Lecture 3 hours, Total 3 credit hours
Prerequisites: Consent of Instructor

Catalog description: This course will explore the interactions and influences of Science and Technology upon Politics, and of Politics upon Science and Technology. The social impact of technology and the potential for the democratic management of technological growth will be examined.

Justification: Same as above.

21. Computer Science 345; Introduction to Robotic Systems
Lecture 3 hours, Total 3 credit hours
Prerequisites: CSc 83 or EE 211

Catalog description: Analysis of methods of the design and operation of robotic systems. Identification of three dimensional objects using digitized images. Arm control: coordinate transformations, feedback control systems, hardware components. Applications of distributed microcomputers to robotic control.

Justification: The objective of this course is to introduce students to the design and operation of robotic systems; these systems are gaining increasing importance in the field of automation.

B. COURSE DELETIONS:

1. Psychology 1; Developmental Reading
Laboratory 1 hour, Total 1 credit hour
Prerequisites: Entrance requirements

Justification: Course will no longer be offered.

- C. COURSE CHANGES: Credit House (CH)
Prerequisites (P)
Course Title (CT)
Catalog Description (CD)
Course Number (CN)

1. Geology and Geophysics 55; Earth Science 1

CH to Lecture 2 hours; Total 3 credit hours

2. Mechanical Engineering 333; Advanced Internal Combustion Engines

CH to Lecture 2, Total 3 credit hours

P from ME 233 to ME 233 or consent of instructor

CD from An advanced course dealing with thermodynamics, detonation, heat transfer, and lubrication of the spark ignition and compression ignition engine.

to An advanced course dealing primarily with spark ignition and compression ignition engines. Topics include: Thermodynamics, air and fuel metering, emissions and their control, performance, fuels, and matching engine and load. Significant lecture material drawn from current publications.

3. Mechanical Engineering 231; Thermofluid Mechanics I

P from ME 221 to ME 219

4. Civil Engineering 329; Foundation Engineering II
CD from Settlement and bearing capacity analysis of footings, retaining walls, sheet piles, piers, cofferdams, and bulkheads.
to Classical earth pressure theories. Analysis of shallow and deep foundations to include bearing capacity and settlement of footings, rafts, piles, and drilled piers. Analysis of stability and design of retaining walls and anchored bulkheads.
5. Engineering Management 265; Management Practices
P from Junior standing to Juniors only
6. Chemical Engineering 27; Chemical Engineering Calculations
P from Chem 3, Math 8 to Chem 3, Math 8 ChE 20
7. Chemical Engineering 141; Chemical Engineering Thermodynamics I
P from ChE 27, Math 21 to ChE 27, Math 22
8. Chemical Engineering 143; Chemical Engineering Thermodynamics II
P from ChE 141 to ChE 141, Chem 51, 52
9. Chemical Engineering 231; Principles of Chemical Engineering I
P from ChE 141 to ChE 141, accompanied or preceded by Chem 221, 241
10. Chemical Engineering 233; Principles of Chemical Engineering II
P from ChE 141, 231 to ChE 141, accompanied or preceded by ChE 231
11. Chemical Engineering 234; Chemical Engineering Laboratory I
P from ChE 231, 233 to ChE 231, 233, Chem 51, 52
12. Chemical Engineering 235; Principles of Chemical Engineering III
P from ChE 143, 231, 233 to ChE 143, Math 204, Chem 221, 241
13. Chemical Engineering 237; Principles of Chemical Engineering IV
P from ChE 143, 231, 233 to ChE 143, Math 204, Chem 221, 241
14. Chemical Engineering 243; Chemical Engineering Reactor Design
P from ChE 143 to ChE 143, Math 204, Chem 223, 243

April 21, 1981

15. Chemical Engineering 261; Industrial Instrumentation
P from None to ChE 234
16. Chemical Engineering 300; Special Problems & Readings
P from None to Permission of Instructor
17. Chemical Engineering 301; Special Topics
P from None to Permission of Instructor
18. Chemical Engineering 343; Chemical Engineering Kinetics
P from ChE 143, Chem 243 to ChE 243
19. Chemical Engineering 345; Chemical Engineering in Biochemical
Techniques
P from None to ChE 235, 237
20. Chemical Engineering 353; Unit Processes
P from Chem 221 to ChE 235, 237, Chem 221
21. Chemical Engineering 354; Unit Processes
P from Chem 221, ChE 353 to Accompanied or preceded by ChE 353
22. Chemical Engineering 365; Process Dynamics
P from ChE 143, Math 204 to ChE 235, 237, 261
23. Chemical Engineering 366; Chemical Process Simulations
P from None to Accompanied or preceded by ChE 365
24. Chemical Engineering 373; Energy Conversion & Conservation
P from Senior standing to ChE 235, 237
25. Chemical Engineering 381; Corrosion and Its Prevention
P from None to Chem 223, 243
26. Chemical Engineering 385; Electrochemical Engineering I
P from Chem 243 to Chem 223, 243
27. Mechanical Engineering 375; Mechanical Systems for Environmental
Control
P from ME 275 to ME 221 & ME 225

28. Psychology 140; General Experimental Psychology

P from Psych 50, Math 115 to Psych 50, Math 115, Must be accompanied by Psych 141

CD of CH from Since the revision of the BA-BS curricula effective Spring 1976, Psychology 140 has been a 3 credit course.

to The laboratory is an integral part of the Experimental Psychology course. The need for the lecture to be accompanied by the lab needs to be made explicit.

29. English 181; Communication Theory

CT to Theory of Written Communication

CD from Deals with the concerns addressed by communication theory: language, cybernetics, visual arts, general semantics, information and electronic communications. The University's fairly extensive media and communications resources are made use of, both for their content and for a study of the impact of their forms upon the transfer of information.

to Major critical and conceptual approaches to written communication theory; includes semantics, history of print media, visible language, grammars, discourse theory, socio-linguistics, reception theory, stylistics.

30. Engineering Management 314; Organizational Theory & Management Systems

P from Graduate Standing to Senior or Graduate Standing

31. Mechanical & Aerospace Engineering 427; Heat Transfer by Convection

CD from Analytical study of flow phenomena related to convective heat transfer; boundary layer theory and the Navier-Stokes equations for mass, momentum, and energy transfer; survey of empirical relations for convective film coefficients; study of current experimental investigations in convection.

to An analytical study of convective heat transfer in laminar and turbulent flows; forced convection, natural convection, and mixed convection; combined heat and mass transfer; heat transfer with change of phase; instability of laminar flow; current topics in convection.

32. Physics 411; Electrodynamics I (co-list as EE 479)

P from Phys 321 to EE 273 & Math 325; or Phys 321

CD from Electrostatics and magnetostatics, Green's function, multipoles, boundary value problems, Maxwell's equations, conservation laws, propagation of plane waves.

to A rigorous development of the fundamentals of electromagnetic fields and waves. Electrostatics, magnetostatics, Maxwell's equations - Green's function, boundary value problems, multipoles, conservation laws.

D. OTHER:

1. MINOR PROGRAMS

a. Psychology. Clarification of Program description

from ...all students must take 15 hours of courses in Psychology including Psychology 50, plus at least 9 hours of courses at the 200 level or above.

to ...all students must take 15 hours of courses in Psychology including Psychology 50. At least 9 of these hours must be courses at the 200 level or above.

Justification: Present wording is erroneous. A student must take 15 hours, not 24, to minor in psychology.

b. Speech and Media Studies

Justification: The exchange of information will be central to meeting changes in the way society functions and in engineering and science in the 1980s. The principle "product" of the next decade in America will be information. According to Jon Stewart of The Saturday Review, nearly 54% of the population currently engages in work related to the production and dissemination of information. In a RAND Corporation study, "The Information Machines", Ben Bagdikian argues persuasively that the percentage of individuals in this area will continue to grow until information and information processing is America's primary commodity. Much of this information will be in technology and the sciences as more individuals work in these areas and as society continues to turn to these areas to solve its problems.

To meet the demand for information and the problems of disseminating the available pool of information the use of communication technology will spread. Effective and efficient information exchange will be major concerns of individuals as they perform their jobs. Both writing and speaking will be fundamental skills, but the most effective communicators will be familiar with the tools and skills of the electronic media. Advances in technology and reductions in price have made electronic media almost as common as training manuals. Ford has a 5000 videotape

player network, Chrysler has a 3800 videotape player network, and General Motors is distributing 7000 videodisc players. These three are just a few examples of the increasing utilization of electronic media. The effective communicator will know how to adapt to the media for the most effective and efficient level of communication.

The minor in technical and scientific communication will help students at UMR to be effective communicators able to employ the tools of information dissemination. Further, through understanding the role of communication and communication technology more fully they will be prepared to deal with information exchange with an analytical eye.

c. Humanities. Minor title: Communication Minor

to Minor in Writing

CD from A minor in English, which consists of 12 hours, may be designed or structured to accomplish one of three goals:
....(2) a program emphasizing communications,

to Same, with the word "writing" replacing the word "communication" or "communications" wherever these appear in the catalog in connection with the Communication (Writing) Minor.

Justification: None.

2. CURRICULUM CHANGES

a. Civil Engineering

Justification: The School of Engineering faculty has authorized departments in the School of Engineering to use Basic Military as a free elective credit. The Civil Engineering Department feels that the content of the Basic Military courses warrants the use of these courses as free elective credit toward the Bachelor of Science degree in Civil Engineering. The changes in History and Economics are necessary because of the availability of courses.

b. Aerospace Engineering

Justification: To provide the aerospace engineering students with the necessary background in mathematics and physics such that they can do well in the junior and senior Aerospace Engineering courses. A survey made of the aerospace engineering students revealed that those who did well in the junior and senior aerospace engineering courses, i.e., C or better, had C's or better in Math 8, Math 21, Math 22, and Physics 23. Likewise, those who obtained D's and F's in the junior and senior aerospace engineering courses had obtained D's or F's in some of the above math and physics courses.

(1) An average academic grade point of 2.0 or better in Math 8, Math 21, Math 22, and Phys 23 is required for enrollment in departmental courses at the 200 and 300 levels.

NOTE: All electives must be chosen in conference with the student's adviser. Basic Military Science (M 10, 20, 30, 40) may be taken as free electives.

In Humanities or Social Sciences electives, History 112, 175, 176 or Political Science 90 will satisfy state requirement as to Missouri Constitution.

c. Mechanical Engineering

Justification: To provide the mechanical engineering students with the necessary background in mathematics and physics before they take mechanical engineering courses at the 200 and 300 levels. Statistics show that students with D and F grades in Math 8, Math 21, Math 22 and Phys 23 perform poorly in the 200 and 300 level ME courses.

An average academic grade point of 2.0 or better in Math 8, Math 21, Math 22, and Phys 23 is required for enrollment in departmental courses at the 200 and 300 levels.

All electives must be chosen in conference with the student's adviser. Basic Military Science (M 10, 20, 30, 40) may be taken as free electives.

In Humanities or Social Sciences electives, History 112, 175, 176 or Political Science 90 will satisfy state requirement as to Missouri Constitution.

d. Metallurgical Engineering

Justification: Replacement of one engineering science course with another whose subject matter is more supportive of the overall curriculum will improve the education of metallurgical engineering students.

The only change is the substitution of a new course, Met 204, for NE 221, which is the first half of a 2-course sequence that covers more material more extensively but uses applications inappropriate for metallurgical engineering students.

3. CREDIT BY EXAMINATION

A. Military Science

Addition of the following text to the Credit by Examination Brochure:

April 21, 1981

Advance placement into Military Science (Army ROTC) upper level courses is granted to:

-Veterans of military service who were honorably discharged,
-Freshmen and Sophomores who complete a six-week summer training camp in Kentucky,
-Students who have completed three or more years of Junior ROTC in high school.

All students must have four semesters of school remaining and be medically qualified, and accepted by the Department Chairman.

Respectfully submitted,

Nicholas Tsoulfanidis, Chairman
UMR Curricula Committee

MEMORANDUM TO: UMR FACULTY

RE: AGENDA for the Academic Council Meeting, Thursday, May 7, 1981,
at 1:30 p.m. in Room 227 of Fulton Hall.

- I. Approval of the minutes of the April 16, 1981, meeting of the Academic Council.
- II. Unfinished Business
- III. Administrative Reports and Responses to Actions Approved by the Council
 - A. Administrative Reports T. Fort
 - 1. Status Report from the Fort Wood Study Group
 - 2. Status Report from the St. Louis Study Group
 - 3. Cedar Street Center J. Vaughn
 - B. Administrative Response
 - 1. Waiver of out-of-state fees for outstanding ability scholars (April 16, 1981; X, 8.12)
 - 2. Summer Session Funding (April 16, 1981; X, 8.9)
- IV. Reports of Standing and Special Committees
 - A. .0406.11 Rules, Procedures & Agenda (10 min.) R. Schowalter
 - *1. Academic Council Elections
 - B. .0406.06 Curricula (10 min.) N. Tsoulfanidis
 - *1. Report #5 1980-81
 - C. .0406.07 Facilities Planning (No Report) N. Aughenbaugh
 - 1. Conversion of Classrooms to Office Space (Oct. 23, 1980; X, 3.17) (Feb. 19, 1981; X, 6.12)
 - D. .0406.09 Personnel (No Report) J. Johnson
 - 1. Policy Memo Codification (Oct. 23, 1979; IX, 3.17)
 - 2. Paycheck Options (April 16, 1981; X, 8.14)
 - E. .0406.12 Student Affairs (5 min.) G. Lewis
 - 1. Procedure for student grade appeals (June 19, 1980; IX, 11.7)
 - 2. Summer credit hour limit (Aug. 28, 1980; X, 1.16)
 - 3. Recognition of Student Organization Constitution
 - *a. UMR Table Tennis Club
 - b. St. Pat's Board of the University of Missouri-Rolla
 - F. .0408.08 Effective Teaching & Faculty Awards DeKock/Muhlbauer
 - 1. Teaching Evaluation Ballot (April 16, 1981; X, 8.13)
 - G. Intercampus Faculty Council (5 min.) G. Patterson
- V. New Business
- VI. Announcements R. Wolf
 - A. Referrals

*Supplementary material sent to Academic Council Members and Department Chairmen.



UNIVERSITY OF MISSOURI-ROLLA

Academic Council

211 Parker Hall
Rolla, Missouri 65401
Telephone: (314) 341-4871

SUMMARY of reports, actions and announcements at the Academic Council meeting of May 7, 1981.

1. Administrative Reports:

Fort Wood Study Group - Dean G. Edwin Lorey
St. Louis Study Group - Dr. Edward Bertnolli
Cedar Street Center - John Vaughn
School of Mines & Metallurgy Request - Acting Dean Spokes

2. Administrative Response - Memorandum from Chancellor Marchello

3. Rules, Procedures & Agenda: Prof. R. Schowalter

4. Curricula Committee: Dr. N. Tsoulfanidis

5. Student Affairs Committee: Dr. G. Lewis

6. Effective Teaching & Faculty Awards Committee: Dr. A. DeKock

7. Intercampus Faculty Council: Dr. G. Patterson

8. New Business:

Referral to Registrar's Office - Prof. T. Baird
Referral to Facilities Planning Committee - Dr. C.A. Smith

9. Announcements: Dr. P. Stigall

Chairmanship of Council officially turned over to Prof. R. Wolf
Results of Council elections - R. Schowalter



Chairman Paul D. Stigall called the meeting of the Academic Council to order at 1:30 p.m. on Thursday, May 7, 1981 in Room 227 of Fulton Hall and announced the following substitutions: Dr. Don Sparlin for Dr. Robert Bell, Dr. Sam Geonetta for Prof. Elizabeth Cogell, and Prof. Ralph Schowalter for Dr. A. W. Culp. Chairman Stigall welcomed and recognized all new Academic Council members and asked the new Council members to stand.

X, 9 Chairman Stigall asked for any revisions or corrections to the minutes of
.1 the April 16, 1981 Council meeting. Hearing none, the minutes were ruled approved as circulated.

X, 9 ADMINISTRATIVE REPORTS. Dean G. Edwin Lorey, Continuing Education and Public
.2 Service, reported to the Council on the progress and status of the Fort Wood Study Group. The Fort Wood Study Committee was appointed by the Chancellor last August with the following membership: Lt. Col. Fred Butler, Mr. Dudley Cress, Dr. Adrian Daane, Mrs. Martha Fort, Dr. Joseph Senne, Dr. Henry Wiebe and Dean Lorey. The charge to the Committee is as follows: *The Committee is to examine UMR's current programs and operations at Ft. Leonard Wood and recommend ways they might be improved to enhance educational opportunities in the area.* Dean Lorey reported that UMR is currently operating a masters program in Engineering Management at Ft. Wood. The continuing enrollment of this program is between 30 to 40. Some selected undergraduate courses are also offered through the College of Arts & Sciences, but a program as such at the undergraduate level is not offered at this time. The Committee has discussed the Fort Belvoir Engineering Program and what it will mean to UMR if and when it is transferred to Fort Wood. Dean Lorey stated that the Committee has studied all the educational programs at Fort Wood, has surveyed the educational level of the military personnel stationed there and the total military and civilian population available for educational programs, and has reviewed the history of the UMR course offerings and the budget situation since the program began in 1966. The Committee has met with the Acting Head of the Education Center at Fort Wood and discussed the educational needs at the Fort, the current programs, and what might be done in the future. The Committee has discussed several marketing approaches for the program and potential programs for the future. The potential for non-credit programs at Fort Wood has also been studied. Dean Lorey also reported that two new ideas have developed from the discussions of the Committee. There is a large number of officers in the Army, especially in the ranks of lieutenant and captain, with non-engineering or non-technical degrees. More and more of these officers are staying in the military and their futures would be more secure if they were to have an engineering background. Therefore, the departments of Civil Engineering and Engineering Management are looking into a plan, to be advertised through the military, enabling these officers to take whatever courses they can wherever they are and then transfer to Fort Wood to take the last 30 hours of an engineering degree. Also, the College of Arts & Sciences is looking into the potential for a pre-nursing program

and a pre-allied health profession program at Ft. Wood. Both of these would be in conjunction with UMC. Dean Lorey stated that the Committee will meet one or two more times, and will then prepare a report for the Chancellor.

X, 9
.3 Dr. Edward Bertnolli, Director of the UMR Graduate Engineering Center in St. Louis reported to the Council on the status of the St. Louis Study Group. Dr. Bertnolli reported that the Committee was formed in September 1980 by Chancellor Marchello and Chancellor Grobman of UMSL. The Committee consists of 20 people comprised of administrative and faculty members from UMR, one faculty member from the engineering school in Columbia, some faculty members from UMSL in Extension and Arts & Sciences, and one member from U-Wide Extension. Dr. Bertnolli reported that the Committee has three areas of study: 1. Undergraduate program. The Committee has discussed an undergraduate engineering program at UMSL. Dr. Bertnolli stated that he would like to see the Center offer undergraduate engineering courses with the faculty available at the Center. This would give the Center a broader based teaching load. UMR has an outstanding reputation in industry and government in the St. Louis area; however, the Committee has been asked by these groups to study the possibility of offering the last two years of an engineering program in the St. Louis area. Dr. Bertnolli reported that money is available from industry to finance undergraduate engineering programs, both pre-engineering and the last two years of an engineering program, in the St. Louis area. 2. Non-credit programs. These are specific courses designed to meet the needs of specific groups. There is a great demand in St. Louis for this type of non-credit programming. These courses are currently offered by UMR, other University of Missouri campuses, Washington University, and universities from out of state. Dr. Bertnolli stated that with regard to engineering credit programs, the state is divided as to jurisdiction. UMR has the St. Louis and Springfield areas and UMC has the Kansas City and St. Joseph areas. In non-credit courses, however, there are no borders. The Committee is studying the possibility of coordinating the efforts of the four University of Missouri campuses in the non-credit course area. 3. Graduate programs. This is the main area of involvement of UMR in the St. Louis area. The Center largely offers the M.S. degree. The Committee is studying the possibility of the Center offering the Ph.D. degree. The Committee is also studying the use of ITV as a possibility for the future. Dr. Bertnolli stated he is interested in professors' views regarding teaching classes at UMR and having them viewed simultaneously with two-way capability by students at the Graduate Center in St. Louis. The Committee has met with representatives from local government agencies, industry, Vice President Mel George and others in order to obtain as wide a spectrum as possible to complete their report. Dr. Bertnolli stated that the Committee should have their report ready by October 1981.

X, 9
.4 John Vaughn, Director of Administrative Planning, reported on the Cedar Street Center. Mr. Vaughn stated that the UMR campus is in the process of leasing the unused Baptist Church building at Cedar and 7th Street. It will be known as the Cedar Street Center. The Center will be an Auxillary Services operation. Reservations for use of the Center will be made through the Auxillary Services secretary on campus. The St. Pat's Ballroom will be used as a classroom beginning with the fall semester 1981. Mr. Vaughn reported that it will cost approximately \$45,000 to renovate

the Center. This cost will be defrayed over a five year period. There is no actual cost involved in the lease agreement, but the lease agreement requires that renovations be made to the building and include repair of the heating system, enlargement of the stage area, panic hardware on the doors, a sprinkler system and painting and redecorating. Some of the renovation items will be removed from the building when the University leaves the Center and will belong to the University—stack chairs, stage curtains, and light fixtures. The baptismal will be removed and will remain the property of the Church. The Center will be self-supporting, will be available to community groups and the Rolla school system and will have an operating budget of approximately \$50,000 per year. The operation of the Center will require a full-time manager and a half-time custodian. There are three floors in the Center. The ground floor will be used for storage, meeting rooms and work areas for the theatrical group. The main floor will be the stage area and will be used for theatrical performances. The balcony rooms will be used for meetings, etc. Use of the parking spaces adjacent to the building is included in the lease agreement. A committee of three from the University and three from the Baptist Church will approve the use of the parking lots. Both parking lots will be available as long as a function at the Center does not conflict with a function at the Church. The Church has restricted some of the activities that can be held at the Center—no alcoholic beverages can be served and no dances can be held although dancing can be included in the theatrical performances. A rental fee will be charged to outside groups for the use of the Center, and will be the same as that charged at the University Center. Non-University functions will be charged 40¢ per ticket and UMR functions will be charged 25¢ per ticket sold.

X, 9
.5

A question was asked about the seating capacity for banquets. Mr. Vaughn replied that the Center can seat 250 for banquets. Prof. Baird asked why a full-time manager and a part-time custodian would be employed and not a full-time custodian and a part-time manager. Mr. Vaughn stated that the Church required in the lease agreement that a full-time person be on the premises at all times. Prof. Baird replied that this person should be a custodian. Dr. Smith asked if the Facilities Planning Committee had been consulted before the lease agreement was made. Mr. Vaughn answered no, that the Facilities Planning Committee only dealt with new buildings being constructed on campus and renovations of existing buildings. Prof. Wolf asked if the St. Pat's Ballroom was going to be available for assignable classroom space. Mr. Vaughn answered yes, for large classroom space. Prof. Wolf asked how much University Center space Mr. Vaughn foresaw being used as classroom space in the future. Mr. Vaughn did not believe that any of the other rooms in the Center would be large enough to be used for large classroom space. The St. Pat's Ballroom would be used for a classroom for two summers and three semesters only. Dr. Smith asked if the Church will have any censorship role concerning the types of plays that the University might desire to put on at the Center. Mr. Vaughn answered yes; that the Committee of three from the Church and three from the University would decide what types of activities can be held at the Center. Dr. Tsoulfanidis stated that this Committee approval of activities to be held at the Center would be a severe limitation to the University. Dr. Smith read the charge of the Facilities Planning Committee: *This committee*

studies and makes recommendations to the Academic Council concerning policies and priorities for physical facilities, including buildings, equipment, and land acquisition and use. She then asked Mr. Vaughn if he still felt that the decision to lease the Old Baptist Church was not something that should have been considered by this Committee. Mr. Vaughn stated that he is a member of the Facilities Planning Committee and that they have never met to discuss anything other than new buildings and additions to existing buildings on campus. Dr. Sparlin, a former chairman of the Committee, commented that the charge of the Committee is as Dr. Smith read, but that the Committee has only functioned in the past as stated by Mr. Vaughn.

X, 9
.6 Chairman Stigall stated that the next item for discussion was an additional administrative report not on the agenda. Acting Dean Ernest M. Spokes, Mines and Metallurgy, reported to the Council that he has submitted to Chancellor Marchello a request from Nuclear Engineering that Nuclear Engineering be organized as a separate department in view of the diverse natures of Nuclear Engineering and Metallurgical Engineering and the physical separation of offices and facilities. Dr. Spokes has recommended to the Chancellor that the request be approved; and the Chancellor has requested that the Council be made aware of this request.

X, 9
.7 ADMINISTRATIVE RESPONSE. Chairman Stigall stated that all Council members should have received, by a separate mailing, the information from the Chancellor regarding Summer Session Funding* (Full Copy) and asked if there were any questions regarding this information. Dr. Stigall stated that the information from the Chancellor includes a memorandum from Vice President George which states that the policy of 1/10 payment for summer session is a Board of Curators regulation and any modification in the policy would require discussion by the Cabinet and Board approval. In 1977 the Cabinet discussed and rejected an increase to 1/9 in summer session salary. The memorandum from the Chancellor states that he will present this recommendation from the Budgetary Affairs Committee to the Cabinet at their next meeting. Dr. Smith asked for an explanation of the difference between the Committee's understanding that summer sessions are funded differently than regular sessions and the Chancellor's understanding that both types of sessions are funded the same. Dr. Sauer, Chairman of the Budgetary Affairs Committee, answered that some departments were forced to use graduate teaching assistants for lecture courses during the summer in order to break even. Dr. Pursell stated that the summer session does not receive any state support.

X, 9
.8 RULES, PROCEDURES & AGENDA. Professor Schowalter distributed the ballot for election of Academic Council officers and committee members and stated that the name of Johnny C. Roberts, graduate student, should be added to the Student Affairs Committee listing. Prof. Schowalter also reported that no nominees were received from Metallurgical & Nuclear Engineering for the Grievance Hearing Panel. Prof. Schowalter moved that the ballot be accepted as circulated with the above mentioned addition. The motion was seconded and approved and the Council members proceeded to vote. The ballots were collected by the RP&A Committee.

- X, 9
.9 CURRICULA COMMITTEE. Dr. Tsoulfanidis stated that the Committee Report had been circulated with the agenda* (Full Copy). The motion was made to accept the Committee Report; the motion was seconded. Dr. Medrow stated an editorial correction needed to be made to page 3, No. 9. The addition of the course number 339 should be added to Mechanical and Aerospace Engineering. The question was raised whether all of the courses listed in the report had been previously taught before appearing in the report. Dr. Tsoulfanidis answered that with the exception of the Political Science courses, all of the courses listed in the report had been taught before or were required courses. Dr. Tsoulfanidis stated that the Political Science courses will be offered on a four-year cycle and that it is necessary to list all of them in the catalog. Dr. Pursell stated that he is concerned that courses are being given 200 and 300 number classifications without requiring any prerequisites, or with very minimal prerequisites. Dr. Tsoulfanidis stated that the Committee has discussed this problem many times and that he shares this concern; however, the Committee has been unable to establish this as a rule. It is difficult to tell a department that 200 and 300 courses should have prerequisites or more substantial prerequisites. Chairman Stigall called for a vote on the motion; the motion carried.
- X, 9
.10 STUDENT AFFAIRS. Dr. Lewis moved that the Council recognize the following student organizations: University of Missouri-Rolla Table Tennis Club and the Hong Kong Club of the University of Missouri-Rolla. The motion was seconded and carried.
- X, 9
.11 EFFECTIVE TEACHING & FACULTY AWARDS. Dr. Arlan DeKock reported that the Committee meets each year to determine how they can gather the most valid measure of what is called *effective teaching* and how this information can be obtained with a minimum of hassle to the faculty and with a minimum of effort. The Committee acknowledges that the information gathering cannot be totally effective and complete. In the past, the Committee has asked the students to vote for someone they thought to be their *best teacher*. Last year the students were asked to vote for their *best teacher or teachers* listing them 1-2-3 if they desired. Many students voted for only one person, some didn't vote at all. The Committee was concerned that they did not get very much information. They received 2,000 data points over 500 individuals nominated and they were forced to decide if a person receiving 9 votes was that much better than a person receiving 7 votes. This year with the help of the Registrar's Office, a ballot was prepared for each student listing the courses in which that student was enrolled and students were asked to grade each instructor. This increased tremendously the amount of information received. Balloting was done each semester—fall and spring. A total of 8,000 ballots were cast with approximately 50,000 votes. Dr. DeKock reported that the Committee has spent a lot of time reviewing the collected data. Dr. DeKock showed to the Council, by overhead projector, a list prepared showing unidentified instructors, the number of courses taught, the number of students in each course, how many of those in the course voted, and the grade given by the students. Dr. DeKock stated that the information gathered showed that there is a great deal of effective teaching being done on campus. Instructors teaching more than one section of a certain course showed very nearly the same

grading by the students from each section. Some instructors had in excess of 300 students. Dr. DeKock reported that the Committee will recommend to the Provost that this year the Committee distribute individual reports to individual instructors only and that next year the reporting be extended to include the department chairmen. Dr. Haddock asked about the level of response to the balloting. Dr. DeKock stated that 60 percent of the students voted campus-wide.

- X, 9
.12 INTERCAMPUS FACULTY COUNCIL. Dr. Gary Patterson reported that the Financial Exigency document is still being written by Vice President George and that it should be ready for discussion at the Intercampus Faculty Council meeting in June. It will then be distributed to the faculty groups at each of the campuses. The Academic Leave Policy was discussed by IFC. There were questions received from all of the campuses, and the general concern was how this leave policy was going to be financed. It was observed, also, that UMR has historically strictly observed the rules and regulations relating to total income earned by a professor during a sabbatical leave and that UMR is the only campus doing this. Vice President George stated that the total income received by a faculty member while on sabbatical leave is no longer monitored by the Central Administration. Dr. Patterson reported that a new item brought before the Intercampus Faculty Council was the consideration of a phased retirement program. This program would allow faculty members at age 55 to request one-fourth or one-half retirement from their duties at the University and would allow them to receive payment from their retirement fund in addition to what would be earned from performing their reduced duties at the University. This has been implemented at the University of Utah and is in a trial period there. The Columbia Council will prepare a recommendation concerning a phased retirement plan during this summer.
- X, 9
.13 NEW BUSINESS. Prof. Baird stated that in the rules and regulations there are certain plateaus at which students are placed on scholastic probation. However, these rules and regulations are not being handled as written by the Registrar's Office. This Office interprets these plateaus by the number of hours taken by the student. Prof. Baird argued that it should not appear on a student's transcript that he is on scholastic probation when it is in violation of the rules and regulations. Chairman Stigall stated that it would be appropriate for the Council to ask for an administrative response from the Registrar's Office. The motion to do so was made by Dr. Haddock; it was seconded and carried.
- X, 9
.14 Dr. Smith moved that the Facilities Planning Committee meet and discuss the charge of that Committee and their role on campus specifically with relation to the Cedar Street Center. Dr. Patterson suggested the possibility that the Committee also include the consideration of the University Center facility being used for classrooms as part of the motion. Dr. Smith agreed; the motion was seconded. Prof. Baird spoke in favor of the motion, but stressed that if the Committee were to decide that the Cedar Street Center was a good plan, that would not necessarily mean that the Committee's role and charge were correctly interpreted. Dr. Smith stated that she suggested that the Cedar Street Center be used as a test-model only. Dr. Sparlin stated that it is not possible for a faculty committee to supervise operational

functions on campus. Dr. Sparlin also stated that he does not feel there is a good solution to this problem. The current use of the Facilities Planning Committee may be distasteful, but it is functional. The Committee can be notified of decisions and how they are made, but faculty members do not have the time to second guess and duplicate the actions of the administration. The Committee can state their objections to decisions and plans to the administration. Dr. Pursell asked the intent of the motion. Dr. Smith stated that the intent was for the Committee to discuss their role and whether or not the Committee should have been involved in the discussion and decision of the lease agreement with the Baptist Church. Prof. Baird asked if the Committee was given the report concerning the Cedar Street Center before it was given to the public and to the Council, and if the Committee was given the chance for in-put before the decision was made. Chairman Stigall called for a vote on the motion; the motion carried.

X, 9 ANNOUNCEMENTS. A second balloting was necessary; and the Council members
.15 cast a second vote for the Admissions and Academic Standards Committee, Budgetary Affairs Committee and Personnel Committee.

X, 9 While the second ballots were being tabulated, Chairman Stigall thanked the
.16 Council members for their support during the past year and stated that he had enjoyed serving as Academic Council Chairman. Dr. Stigall officially turned the meeting over to Professor Robert V. Wolf, the new Chairman of the Academic Council. Prof. Wolf reminded the Council members to encourage their colleagues to send in the ballots for voting on the By-Laws revisions. The deadline for receipt of these ballots is May 12. Prof. Wolf announced that the next Academic Council meeting will be held June 18th.

X, 9 Professor Schowalter, Chairman of the RP&A Committee, announced the results
.17 of the voting as follows:

Chairman-Elect -- A. Glen Haddock
Secretary -- Carol Ann Smith
Parliamentarian -- Donald D. Myers

Admissions & Academic Standards

Jerry R. Bayless
Thomas J. Herrick
Kenneth B. Oster

Personnel Committee

Archie W. Culp
Bruce E. Poling

Budgetary Affairs

A. Glen Haddock
Donald J. Siehr

Rules, Procedures & Agenda

Thomas B. Baird
Paul D. Stigall
Ronald L. Carmichael

Curricula

David R. Cunningham

Student Affairs - Faculty

Elizabeth Cogell
Gordon Lewis

Facilities Planning

Robert J. Bell
Kenneth B. Oster
Lyle E. Pursell

Student Affairs - Student

John Minicky

MEMORANDUM TO: UMR FACULTY

RE: AGENDA for the Academic Council Meeting, Thursday, June 18, 1981, at 1:30 p.m. in Room 227 of Fulton Hall.

- I. Approval of the minutes of the May 7, 1981, meeting of the Academic Council.
- II. Unfinished Business
- III. Administrative Reports and Responses to Actions Approved by the Council
 - A. Administrative Reports
 - 1. Status Report on UMR Budget J. Marchello
 - B. Administrative Response
 - 1. Waiver of out-of-state fees for outstanding ability scholars (April 16, 1981; X, 8.12)
 - 2. Summer Session Funding (April 16, 1981; X, 8.9)
 - 3. Scholastic Probation based on number of hours taken by student rather than semesters (May 7, 1981; X, 9.13) P. Ponder
- IV. Reports of Standing and Special Committees
 - A. .0406.07 Facilities Planning (No Report) V. Loesing
 - 1. Conversion of Classrooms to Office Space (Oct. 23, 1980; X,3.17) (Feb. 19, 1981; X,6.12)
 - 2. Review the Charge of the Committee and their role on campus (May 7, 1981; X, 9.14)
 - B. .0406.09 Personnel (10 min) J. Ridley
 - 1. Policy Memo Codification (Oct. 23, 1979; IX, 3.17)
 - *2. Paycheck Options (April 16, 1981; X, 8.14)
 - C. .0406.11 Rules, Procedures & Agenda (10 min.) R. Schowalter
 - *1. Approval of the Academic Council Meeting Dates for 1981-82
 - 2. Results of Balloting—By-Laws changes
 - *3. Recommendation on change in By-Laws
 - D. .0406.12 Student Affairs (No Report) G. Lewis
 - 1. Procedure for student grade appeals (June 19, 1980; IX, 11.7)
 - 2. Summer credit hour limit (Aug. 28, 1980; X, 1.16)
 - E. Intercampus Faculty Council (No Report) G. Patterson
- V. New Business
- VI. Announcements R. Wolf
 - A. Referrals

*Supplementary material sent to Academic Council Members and Department Chairmen.

Student Awards & Financial Aids

Edward E. Hornsey
Gordon Lewis
Paul D. Stigall

Student Scholastic Appeals

Elizabeth Cogell
Archie W. Culp
Lyle E. Pursell

Grievance Hearing Panel

From departmental nominations, the Academic Council elected the following:

Orrin K. Crosser	Harry W. Weart (write-in)	A. Herbert Harvey
Billy E. Gillett	Richard Miller	Otto H. Hill
C. Dale Elifritz	Charles J. Haas	Dewey J. Allgood

According to procedure, of the elected members five were selected at random. Professors Orrin K. Crosser, Richard Miller, Harry W. Weart, Charles J. Haas and Otto H. Hill will serve on the Grievance Hearing Panel for three years with Professors Hirotsugu K. Yasuda, Jean Walker, Manfred Wuttig (write-in), Norman S. Smith and Charles E. McFarland as their alternates.

The meeting was adjourned at 3:25 p.m.

Respectfully submitted,



Carol Ann Smith, Secretary

*Complete document filed with the smooth copy.

Minutes of the Academic Council are considered official notification and documentation of actions approved.

5/7/81

Dr. Sam Leonitta is
my proxy for the Academic
Council meeting today.

Elyse Cozell

5/7/81

Prof. Ralph Schowalter has my proxy for
the May 7, 1981 meeting of the Academic Council.

A. H. Culp, Jr

May 7, 1981

Dr Sparlin
is my proxy
for Today's
Academic Council

Robert J. Bell



May 7, 1981 ACADEMIC COUNCIL MEETING
AGENDA ITEM III.B.2 - Administrative Response

Office of the Chancellor

UNIVERSITY OF MISSOURI-ROLLA

206 Parker Hall
Rolla, Missouri 65401
Telephone (314) 341-4114

April 29, 1981

Dr. Paul Stigall
Chairman, Academic Council
Library
CAMPUS

Dear Paul:

Enclosed is a copy of Vice President Melvin George's response to my request regarding the Summer Session resolution passed by the Academic Council on April 16.

The compensation restriction to 2/10 of the academic year salary is a Board of Curators' regulation. Any change would need Cabinet endorsement prior to being submitted to the Board. I shall propose a change to the Cabinet at their next meeting.

Funding of Summer Session is on the same basis as regular semesters when full costing is taken into account. However, I would be happy to review the matter. Since the budget for the 1981 Summer Session is established, I suggest we defer this matter until next November when the Provost and deans make their preliminary recommendations for the 1982 Summer Session.

Sincerely,

A handwritten signature in cursive script, appearing to read 'Joe'.

Joseph M. Marchello
Chancellor

JMM/lb
Enclosure

cc: Vice President George
Provost Fort
Professor Wolf

UNIVERSITY OF MISSOURI
VICE PRESIDENT FOR ACADEMIC AFFAIRS
309 UNIVERSITY HALL

APR 27 1981
4475/80-31

MEMORANDUM

April 22, 1981

TO: Chancellor Joseph Marchello
FROM: Melvin D. George *MDG*
SUBJECT: Academic Council Resolution on Summer Session

I was interested in the resolution passed by the UMR Academic Council. The funding of the summer sessions is entirely a campus matter, and I cannot advise you about it. My own feeling is that there is no basis for making summer school students pay a larger fraction of the costs than is the case in the academic year, but that is a decision for you to make.

As to compensation, there is a policy approved by the Cabinet in December of 1977, contained in the enclosed memo of mine to the Provosts. The 2/10 restriction is a Board regulation (5.0103.41). Any modification in the policy would require discussion by the Cabinet and Board approval. My sense is that the Cabinet would not wish to undertake the additional budgetary commitments inherent in an increase in the two-tenths proposal, but you are certainly welcome to make such a recommendation. The 1977 discussion in the Cabinet was triggered by a recommendation from the Provosts that we pay faculty in the summer on the basis of one-ninth per month. The Cabinet rejected that and retained the present one-tenth per month requirement.

MDG:mk
Enclosure
cc: Tom Fort



UNIVERSITY OF MISSOURI

Office of the Vice President for Academic Affairs

309 University Hall
Columbia, Missouri 65201
Telephone (314) 882-6441

December 5 , 1977

TO: Provost Owen Koeppe
Provost Wesley Dale
Chancellor Jim Pogue
Vice Chancellor Arthur MacKinney

Dear Colleagues:

At its December 1 meeting, the University Cabinet endorsed, with some modification, the statement developed by the Provosts Group on summer teaching loads. This should now be the operating policy for summer appointments. As modified by the Cabinet, and changed to reflect the present two-tenths summer session pay limitation, the final policy is reproduced below.

In order to clarify summer teaching loads in pay, within the total period from spring commencement to the beginning of school in the fall, the following principles will apply:

- A. No more than two-tenths (2/10) of academic year pay can be provided from the summer instructional budget; within any four-week period, no more than one-tenth (1/10) can be from the summer instructional budget.
- B. Normally, teaching three credit hours in any four-week period will constitute a full teaching load and would hence be a 1.00 FTE appointment for that period.
- C. Faculty members are, of course, expected to maintain other professional activities and responsibilities while on summer teaching appointments.
- D. Regardless of assignment or source of funds, pay will never exceed three-ninths (3/9) of the academic year pay, except for approved extra compensation.

I hope this policy will be useful in avoiding misunderstandings. Thanks for developing it.

Sincerely yours,

Melvin D. George
Vice President for Academic Affairs

MDG:rm

cc: University Cabinet
Provost John McCowan
Vice Chancellor Everett Walters

COLUMBIA KANSAS CITY ROLLA ST. LOUIS



UNIVERSITY OF MISSOURI-ROLLA

Academic Council

211 Parker Hall
Rolla, Missouri 65401
Telephone: (314) 341-4871

April 30, 1981

MEMORANDUM TO: Members of the Academic Council

FROM: Professor Ralph E. Schowalter, Chairman
Rules, Procedures and Agenda Committee

A handwritten signature in cursive script that reads "Ralph E. Schowalter".

RE: Academic Council Elections

At the May 7, 1981, meeting of the Academic Council, the following names will be placed in nomination for the respective offices and committees:

1. Election of Council Officers for 1981-82

Chairman-Elect

Bayless, Jerry R.
Haddock, A. Glen

Secretary

Sauer, Harry J.
Smith, Carol Ann

Parliamentarian

Myers, Donald D.
Siehr, Donald J.

2. Election of Council members to Standing Committees for 1981-82

.0406.02 Admissions & Academic Standards (three to be elected)

Bayless, Jerry R.
Edwards, D. Ray
Elifritz, C. Dale
Herrick, Thomas J.
Medrow, Robert A.
Oster, Kenneth B.
Russell, Robert R.

.0406.04 Budgetary Affairs (two to be elected)

Haddock, A. Glen
Hentzel, David R.
Kellogg, Ronald T.
Patel, Jagdish K.
Siehr, Donald J.
TerKonda, Purush K.

- .0406.06 Curricula
(one to be elected)
Council, John R.
Cunningham, David R.
Hamlett, Patrick W.
Law, David A.
- .0406.07 Facilities Planning
(three to be elected)
Bell, Robert J.
Hamlett, Patrick W.
Kellogg, Ronald T.
McNally, Paul K.
Oster, Kenneth B.
Pursell, Lyle E.
Russell, Robert R.
- .0406.09 Personnel
(two to be elected)
Carmichael, Ronald L.
Culp, Archie W.
Law, David A.
Myers, Donald D.
Poling, Bruce E.
- .0406.11 Rules, Procedures & Agenda
(one to be elected from
each school/college)
- Arts & Sciences
Baird, Thomas B.
Parks, William F.
Smith, Carol Ann
- Engineering
Emanuel, Jack H.
Patterson, Gary K.
Stigall, Paul D.
- Mines & Metallurgy
Carmichael, Ronald L.
Edwards, D. Ray
Elifritz, C. Dale
- .0406.12 Student Affairs (Faculty Members)
(two to be elected)
Butler, D. Fred
Cogell, Elizabeth
Lewis, Gordon
McNally, Paul K.
- Student Affairs (Student Member)
(one to be elected)
Minicky, John
-
- .0406.13 Student Awards & Financial Aids
(three to be elected)
Adawi, Ibrahim H.
Hornsey, Edward E.
Laudon, Robert C.
Lewis, Gordon
Sauer, Harry J.
Stigall, Paul D.
- .0406.14 Student Scholastic Appeals
(three to be elected)
Cogell, Elizabeth
Culp, Archie W.
Emanuel, Jack H.
Laudon, Robert C.
Poling, Bruce E.
Pursell, Lyle E.
- .0408.17 Grievance Hearing Panel
(one to be elected from each
department. Five of those
elected will be selected by
lot to serve for three years)
- Chemical Engineering
Crosser, Orrin K.
Yasuda, Hirotsugu K.
- Computer Science
Gillett, Billy E.
Pyron, Howard
- Geological Engineering
Bassarab, Dennis
Elifritz, C. Dale
- Humanities
Miller, Richard
Walker, Jean
- Metallurgical & Nuclear Engineering
-
- Mining Engineering
Haas, Charles J.
Smith, Norman S.
- Petroleum Engineering
Council, John R.
Harvey, A. Herbert
- Physics
Hill, Otto H.
McFarland, Charles E.
- Physical Education
Allgood, Dewey J.
Keeton, Joe

A ballot will be circulated at the May 7, 1981, meeting of the Academic Council.

B A L L O T

Election of Academic Council Officers for 1981-82

CHAIRMAN-ELECT

_____ Bayless, Jerry R.
_____ Haddock, A. Glen

SECRETARY

_____ Sauer, Harry J.
_____ Smith, Carol Ann

PARLIAMENTARIAN

_____ Myers, Donald D.
_____ Siehr, Donald J.

Election of Council Members to Standing Committees for 1981-82

.0406.02 Admissions & Academic Standards
(vote for three)

_____ Bayless, Jerry R.
_____ Edwards, D. Ray
_____ Elifritz, C. Dale
_____ Herrick, Thomas J.
_____ Medrow, Robert A.
_____ Oster, Kenneth B.
_____ Russell, Robert R.

.0406.07 Facilities Planning
(vote for three)

_____ Bell, Robert J.
_____ Hamlett, Patrick W.
_____ Kellogg, Ronald T.
_____ McNally, Paul K.
_____ Oster, Kenneth B.
_____ Pursell, Lyle E.
_____ Russell, Robert R.

.0406.04 Budgetary Affairs
(vote for two)

_____ Haddock, A. Glen
_____ Hentzel, David R.
_____ Kellogg, Ronald T.
_____ Patel, Jagdish K.
_____ Siehr, Donald J.
_____ TerKonda, Purush K.

.0406.09 Personnel
(vote for two)

_____ Carmichael, Ronald L.
_____ Culp, Archie W.
_____ Law, David A.
_____ Myers, Donald D.
_____ Poling, Bruce E.

.0406.06 Curricula
(vote for one)

_____ Counsil, John R.
_____ Cunningham, David R.
_____ Hamlett, Patrick W.
_____ Law, David A.

.0406.11 Rules, Procedures & Agenda
(vote for one from each School/College)

Arts & Sciences

- _____ Baird, Thomas B.
 - _____ Parks, William F.
 - _____ Smith, Carol Ann
-

Engineering

- _____ Emanuel, Jack H.
 - _____ Patterson, Gary K.
 - _____ Stigall, Paul D.
-

Mines & Metallurgy

- _____ Carmichael, Ronald L.
 - _____ Edwards, D. Ray
 - _____ Elifritz, C. Dale
-

.0406.12 Student Affairs (Faculty Members)
(vote for two)

- _____ Butler, D. Fred
 - _____ Cogell, Elizabeth
 - _____ Lewis, Gordon
 - _____ McNally, Paul K.
-

Student Affairs (Student Member)
(vote for one)

- _____ Minicky, John
-

.0406.13 Student Awards & Financial Aids
(vote for three)

- _____ Adawi, Ibrahim H.
 - _____ Hornsey, Edward E.
 - _____ Laudon, Robert C.
 - _____ Lewis, Gordon
 - _____ Sauer, Harry J.
 - _____ Stigall, Paul D.
-

.0406.14 Student Scholastic Appeals
(vote for three)

- _____ Cogell, Elizabeth
 - _____ Culp, Archie W.
 - _____ Emanuel, Jack H.
 - _____ Laudon, Robert C.
 - _____ Poling, Bruce E.
 - _____ Pursell, Lyle E.
-

.0408.17 Grievance Hearing Panel
(Vote for one from each department to serve as member to the Panel. The other person will serve as his alternate. Five of these will be selected by lot to serve for three years.)

Chemical Engineering

- _____ Crosser, Orrin K.
 - _____ Yasuda, Hirotosugu K.
-

Computer Science

- _____ Gillett, Billy E.
 - _____ Pyron, Howard
-

Geological Engineering

- _____ Bassarab, Dennis
 - _____ Elifritz, C. Dale
-

Humanities

- _____ Miller, Richard
 - _____ Walker, Jean
-

Metallurgical & Nuclear Engineering

Mining Engineering

- _____ Haas, Charles J.
 - _____ Smith, Normal S.
-

Petroleum Engineering

- _____ Counsil, John R.
 - _____ Harvey, A. Herbert
-

Physics

- _____ Hill, Otto H.
 - _____ McFarland, Charles E.
-

Physical Education

- _____ Allgood, Dewey J.
 - _____ Keeton, Joe
-



UNIVERSITY OF MISSOURI-ROLLA

Academic Council

211 Parker Hall
Rolla, Missouri 65401
Telephone: (314) 341-4871

SUMMARY of reports, actions and announcements at the Academic Council meeting of June 18, 1981.

1. Administrative Reports - Chancellor Marchello
2. Administrative Response
 - Waiver of out-of-state fees for outstanding scholars - Dr. Marchello
 - Summer Session Funding - Dr. Marchello
 - Scholastic probation - Paul Ponder
3. Personnel Committee - Professor Johnson
 - Paycheck options
4. Rules, Procedures and Agenda Committee - Professor Schowalter
 - Academic Council meeting dates for 1981-82
 - Results of balloting—By-Laws changes
 - Recommendation on change in By-Laws
5. Intercampus Faculty Council - Professor Patterson
 - Dental Program
 - Financial Exigency Documents
6. New Business - Professor Edwards
 - Proposed change in entrance requirements for graduate students



Chairman Robert V. Wolf called the meeting of the Academic Council to order at 1:30 p.m. on Thursday, June 18, 1981 in Room 227 of Fulton Hall and announced the following substitutions: Professor John Best for Professor P.K. TerKonda and Professor Jean Walker for Professor Elizabeth Cogell.

- X, 10
.1 Chairman Wolf asked for any corrections or revisions to the minutes of the May 7, 1981 Council meeting. Hearing none, the minutes were ruled approved as circulated.
- X, 10
.2 ADMINISTRATIVE REPORTS. Chancellor Marchello reported on the status of the budget, and distributed to the Council members an outline of some budget parameters* (Full Copy). This plan will be presented to the Board of Curators next week. The Chancellor reported that the only sources of funds from which budget changes can be prepared are the non-state portions which consist of some fee increases and whatever increase may be generated from the recovery of indirect costs which go into the general operating budget for next year. The tuition and fee increase for next fall is 12½ percent. The budget will provide for a three percent average salary increase for faculty, GTA's and administrators and a five percent salary increase for staff members. This guideline was prepared by the Central Administration. The budget will include minimum requirements for enrollment-related instruction and take into consideration the expected increase in enrollment. It will not include any provision for an increase in E&E. The utility bill will increase 15 percent next year and Dr. Marchello reported that this would amount to \$140,000 but that the budget only allows for \$80,000 or \$90,000. Approximately \$30,000 has been designated for computer use and related staff. Chancellor Marchello stated that the 1982-83 budget plan provides for a 17.2 percent increase in appropriations and a 17 percent increase in fees. This budget will also be presented to the Board of Curators next week. The Chancellor stated that they will again request a minerals engineering building. Prof. Stigall questioned the rationale for the three percent increase for faculty and the five percent increase for staff members when faculty salaries was a high priority item. The Chancellor replied that the rationale came from the Central Administration. It was reported that staff salaries are 20 percent below the market rate and that faculty salaries are approximately five percent below the market rate. The Chancellor stated that he reported to the Cabinet that the UMR faculty salaries are more than five percent lower than the market but the salary decision was mandated by the Central Administration. Prof. Johnson stated that the current General Assembly is very negative in regards to the University of Missouri and asked if the feeling is that next year's Assembly will be more sympathetic. Chancellor Marchello replied that there were a few senators in the current Assembly who were very opposed to the increase for the University system, and because of their status more than half of the senate voted against an increase for the University. The Chancellor stated that next year the University plans to do an even better job in presenting to the General Assembly the importance of the University and the service it offers.

- X, 10
.3 ADMINISTRATIVE RESPONSE. Chancellor Marchello reported on the waiver of out-of-state fees for outstanding scholars. He stated that there are plans to implement this program, that it will have to be implemented with private funds and that the program will be included as part of the development plan.
- X, 10
.4 Chancellor Marchello reported that the item concerning summer session funding is on the agenda for the Cabinet meeting for July. The summer school budget is tight and the increase in salaries from 1/10 to 1/9 would be difficult. The Chancellor reported that this must first be approved by the Cabinet and then by the Board of Curators. Professor Pursell asked if the Chancellor felt that the variable sessions for summer school have been successful. The Chancellor reported that the summer school enrollment is up 15 percent. He stated that more can be done to attract students to UMR for the summer sessions. The Chancellor reported that he would like to see a four-week session begin right after commencement. This would still give students an opportunity for summer employment. The Chancellor stated that summer programs can be proposed for any time between commencement in May and registration in August. He encouraged the development of a variety of these programs and suggested the possibility of non-credit courses and programs that would attract families. The Chancellor did request that fees for these programs be appropriate so that the campus does not lose its shirt.
- X, 10
.5 ADMINISTRATIVE RESPONSE. Paul Ponder reported to the Council on the inquiry regarding scholastic probation requirements and judgments. Mr. Ponder stated that he understood the question to be how the Registrar's Office applies a portion of the Rules on page 53 of the Manual of Information regarding the grade point average a student must have, depending upon the semester, in order to stay off probation. Mr. Ponder stated that the computer determines the number of hours a student has completed and divides that by 15 to determine the number of semesters a student has completed. The reason for this is that there must be a standard by which the computer can determine if the student has met the basic requirement. The current practice was determined about six years ago. The registrar at that time met with a committee of deans and worked out this arrangement as the standard. It was agreed upon, submitted to the Chancellor and has been in use since that time. Professor Baird asked if it would be possible to have the computer count the number of semesters as stated in the Manual of Information rather than the 15 hour determination. Mr. Ponder reported that the current practice was adopted because it was the only practice that seems to work. He noted that the determination of the number of semesters completed by a student has always been a difficult question. Professor Baird stated that he does not understand the resistance from the Registrar's Office to change when a student, in his first semester, is incorrectly placed on probation. He asked why the transcript cannot be corrected. Mr. Ponder stated that when a standard is used there should be resistance to changing that standard. Professor Baird stated that the standard is the Manual of Information and that the current procedure is a practice. Mr. Ponder stated that the Manual of Information is not clear as to the definition of a semester. Professor Haddock stated that this matter is more difficult than it appears and that it should be

referred to the appropriate committee. Professor Baird stated that the rule should not state one thing and the practice be another thing. The Chancellor asked how many students this is a problem for. It was noted that not many students fall into this category. The Chancellor recommended that this problem be handled by hand rather than trying to change the current computer practice. Mr. Ponder stated that the problem is deriving a workable program agreeable to all that can be fed into the computer.

- X, 10
.6 Chairman Wolf stated that if there is no request from the Council for some other action, a referral will be made to the Admissions and Academic Standards Committee for study. In addition to looking at specific cases brought up, the Committee should also study the present standards and practices and see not only how to mesh those, but also what basis is the most desirable as far as the probation of the student is concerned. Professor Smith recommended that the Committee invite Professor Baird to attend the Committee meetings when this item is being addressed.
- X, 10
.7 Professor Smith, Academic Council Secretary, announced that since there are many new members of the Council, Council members are requested to state their names when addressing the Council for the convenience of the secretary taking the minutes. Also, the meeting is taped solely for the use of the secretary when preparing the minutes. There is only one tape and it is reused at each meeting.
- X, 10
.8 PERSONNEL COMMITTEE. Professor Johnson reported that the Personnel Committee is working on the Policy Memo codification. Professor Johnson also reported that the Committee had discussed the referral from Professor Morris concerning paycheck options—that faculty members be given the option of receiving 9 or 12 monthly paychecks. Professor Johnson referred the Council members to the Committee Report* (Full Copy) circulated with the agenda. The Personnel Committee recommends that the Council endorse Professor Morris' resolution with the following stipulations: 1. That the nine-month pay period be strictly optional and no faculty be forced to accept it, and 2. That the nine-month pay period be implemented only if it does not result in excessive cost to the University. A motion to accept the Committee Report and refer the item to the Chancellor to present it to the appropriate University group was made and seconded. Chairman Wolf noted that the compensation year overlaps the fiscal year and that this might create a difficulty, particularly in the year the shift is made. Chancellor Marchello referred the Council members to the memorandum from Neil Smith* (Full Copy) circulated with the agenda with regard to this item of discussion which states: *"Since the system is controlled centrally for the entire University, University policies would have to be re-defined and accepted by the central administration to accomplish the request."* The Chancellor stated that he could present this request to Vice President Buchholz, but that this is not a campus decision. Professor Stigall stated that other universities do offer paycheck options to their faculty members and that this is an important matter and he would hope that this would be done. Chancellor Marchello stated that he felt this item should be taken before the Intercampus Faculty Council for the support of the faculty on the four campuses. Chairman Wolf stated that if this item is approved by the Council he will refer it to the members of the Intercampus Faculty Council on the Rolla campus. Chairman Wolf called for a vote on the motion; the motion carried.

- X, 10
.9 RULES, PROCEDURES AND AGENDA. Professor Schowalter referred the Council members to the list of the recommended Academic Council dates for the 1981-1982 academic year* (Full Copy). Also for the convenience of the Council members this handout includes the dates of the General Faculty Meetings; the Academic Council meeting agenda deadlines and the General Faculty meeting agenda deadlines; and the dates of the Rules, Procedures and Agenda Committee meetings to discuss the agendas. Professor Baird moved that the Council approve the recommended dates for the Academic Council meetings for the 1981-82 academic year. The motion was seconded by Professor Haddock and carried.
- X, 10
.10 Professor Schowalter reported to the Council the results of the balloting regarding the By-laws changes. Out of 385 faculty, 121 voted. On item 1 on the ballot (updating of language, recognition of the reorganization on campus) there was an 84 percent approval; on item 2 (integration of present committee listing to a single category) there was an 82 percent approval; and on item 3 (change of voting requirements to a 2/3 majority) a 72 percent approval. However, since only 31 percent of the faculty voted and a 50 percent vote is required for passage of amendments, all three items failed. Therefore, the Rules, Procedures and Agenda Committee recommends that the Academic Council recommend to the General Faculty that the requirement to change the By-Laws be amended to be a 2/3 majority of the voters* (Full Copy). Professor Schowalter stated that this will be a double-envelope mail balloting. Professor Baird moved that the Academic Council accept this report from the RP&A Committee and that the Academic Council resubmit to the General Faculty this amendment to the By-Laws. The motion was seconded by Professor Carmichael. Professor Smith recommended that although the context makes the change clear, that the motion be amended to read: "a 2/3 majority of those voting shall be required for the adoption of the proposed amendment." Professor Baird stated that he would consider this a friendly amendment and would accept this amendment. Professor Carmichael agreed. The motion carried. Professor Schowalter stated that this item will be included on the agenda for the August 25, 1981 General Faculty Meeting.
- X, 10
.11 INTERCAMPUS FACULTY COUNCIL. Professor Patterson reported that President Olson stated that plans are underway to implement a dental program. This will probably take affect next January. This will include a \$100 deductible on dental care except for preventative care. Above this deductible, some work will be paid 50 percent and some will be paid 75 percent with a \$1500 maximum. Whether the dental plan will be separate from the medical plan is being discussed.
- X, 10
.12 Professor Patterson also reported on the financial exigency document. The draft has been divided into three separate documents. Two will be sent to the Board of Curators for approval and one will be issued by President Olson as an executive guideline. Professor Patterson asked if the Council members would like to receive copies of the current copy of the documents. Changes will be made in these current drafts as recommendations are received from the campuses. Professor Patterson felt that if the Council members received

copies of this document at this time, it would give the Council time to prepare recommendations and responses. Professor Smith moved that the document be distributed to the Council members. The motion was seconded by Professor Myers. The motion carried.

X, 10
.13 Chairman Wolf asked for any new business from the floor. Professor Edwards requested that the Council discuss a proposed change in the entrance requirements for graduate students that would require graduate students to pass a spoken English test rather than the TOEFL examination. Chairman Wolf stated that this would be referred to the Admissions and Academic Standards Committee for their study.

X, 10
.14 Chairman Wolf stated to the Council his thanks for their confidence in having him serve as the Chairman of the Council. Chairman Wolf welcomed all new members to the Council and encouraged the Council members to study the agenda items before each Council meeting. He further stated that he felt that the Council members had studied the items for discussion at this meeting and this had enabled the discussions to move smoothly. Chairman Wolf also encouraged the Council members to participate very strongly in their various committee activities. Chairman Wolf stated that the Council acts for and in the stead of the General Faculty and that they should feel a strong responsibility in this regard.

Chairman Wolf called for any other items of business to be brought before the Council. Hearing none, the meeting was adjourned at 2:28 p.m.

Respectfully submitted,



Carol Ann Smith, Secretary

*Complete document filed with the smooth copy.

Minutes of the Academic Council are considered official notification and documentation of actions approved.

6/18/81
J. M. Marchello
ACADEMIC COUNCIL

1981-82 Budget

- Economy should recover but there will be no increase in appropriations this year.

- Increases in salaries and operating funds must come from increased student fees, extension and research indirect recovery.

- Budget Adjustments
 - Compensation: 3% average for faculty, GTA's and administrators; 5% for staff.

 - Minimum requirements for enrollment-related instruction.

 - Minimum for utilities, computer use and related staff.

1982-83 Budget plan provides for 17.2% increase in appropriations and 17% increase in fees. It would allow for major improvement in compensation and other inflation related needs and some program improvements. Capital request will include the Mineral Engineering Building and various repairs and renovations.


UNIVERSITY OF MISSOURI
VICE PRESIDENT FOR ACADEMIC AFFAIRS
309 UNIVERSITY HALL
MEMORANDUM

MAY 28 1981

4761/30-81

May 27, 1981

TO: Provosts
Intercampus Faculty Council

FROM: Melvin George 

Following extensive discussion with the Intercampus Faculty Council and the Chancellors, President Olson has concluded that the report of the Committee on Financial Exigency Policies should provide the basis for three documents: A) an Executive Guideline on preventive planning, B) a Board policy statement on financial exigency, and C) a Board policy statement on discontinuance of programs.

President Olson asked me to draft the first document (which follows almost verbatim the introductory section of the committee report). The Chancellors have reviewed and discussed the committee report and reached their recommendations about the content of the second and third documents, which I have drafted to reflect their general directions. Those two drafts are also enclosed.

These drafts are now submitted to you for your review and suggestions at your next meetings. Following those discussions, I will try to prepare a semi-final version which can be submitted the first thing in the fall to campus faculty governance groups and administrators in hopes that some recommendations can be made ready for the Board by the end of 1981.

All of the Chancellors wish to reach a satisfactory Board recommendation which, though it may not be considered perfect by any individual, may serve to guide the University in these areas in the years ahead. Your thoughtful contribution to this process will continue to be of assistance in achieving that objective.

MG/lb
Enclosures

cc: President James C. Olson
Chancellors

EXECUTIVE GUIDELINE ON PLANNING TO PREVENT FINANCIAL EXIGENCY

Financial exigency is a crisis of such proportions that, should it occur, the University's educational missions would be severely damaged. All of the University's educational services to the people of Missouri would be greatly diminished. Hence, those in the University community are obligated to try to prevent a financial exigency and to do the sound planning that would enable the University, in the event of such a crisis, to preserve its educational functions to the greatest extent possible.

Effective preventive planning can help to preserve the basic missions of the University, including the unique roles which it serves in the state's higher education system. These basic missions are:

- On-campus instruction, including graduate and professional programs. Many of these University programs are the only such public programs in the state.
- Research.
- Off-campus instruction.
- Public service.

At each level of operation, the administration and faculty must continue to establish priorities among these missions as a basis for sound resource allocation. These priorities will obviously vary in specificity.

In planning to prevent or to cope with financial exigency, the interests and welfare of students, who will be profoundly affected by the resultant change in University structure and procedures, are of high importance. Planning must also take into account the essential contributions to the University's operation which are made by administrative and support staff. The University's Plan for Equal Opportunity and Affirmative Action is yet another factor which must be considered in such a difficult financial situation. Financial exigency must not become a cloak for abandoning the University's commitment in these areas.

A. Warning Signs

As an integral part of ongoing preventive planning procedures, the University community must always be alert to signals which warn that a financial exigency may be near. The following items are examples only of some indicators of possible financial problems of such magnitude to warrant immediate attention by campus budget committees, Chancellors, and the central administration staff. These examples are neither mutually exclusive nor listed in order of importance.

- a. State appropriations insufficient to meet contractual commitments.
- b. A substantial loss of students on one or more campuses.
- c. Mandated increases in costs or functions which are not equaled by funding resources.
- d. A progressive attrition of funds.
- e. An absolute decline in dollar income from one year to the next, without corresponding program or student reduction.
- f. A large ratio of firm commitments to uncommitted funds in the S&W portion of the budget.
- g. A budget that is inflexible because of firm commitments, with the concurrent inability to respond to emergencies; for instance, a very high ratio of S&W to E&E funds.
- h. A significant increase in the student-faculty ratio.

Whenever these indicators are observed, an evaluation of the situation must be made and, if indicated, the preventive planning activities specified in this Executive Guideline must be intensified.

B. Resource Committees

Faculty must be meaningfully involved through regular on-going mechanisms with the total University fiscal situation, including the very important element of long-range planning. Meaningful faculty participation can help sustain the central educational functions of the University and maintain the general morale of the faculty.

Appropriate committees with faculty members at the system and campus levels shall be maintained to advise in educational planning, to appraise resource needs and fiscal conditions, and to advise on allocation and reallocation of resources. Primary responsibility for projections of fiscal resources and their allocation rests on the campuses, with necessary support and coordination functions being provided by central administration offices. Hence, it is especially important that each campus have such a resource/planning committee, including a substantial number of faculty members designated by a representatively elected faculty governance body, to be informed and to be involved with the Chancellors and their staffs in

dealing with campus fiscal planning and allocation. Similarly structured advisory committees should also be considered within major campus administrative subdivisions. Except for required faculty membership, the composition of such committees is a prerogative of the campus or sub-unit.

In support of this faculty involvement in fiscal resource projections, it is essential that all relevant data be made available. Responsible persons should coordinate their efforts to insure the regular and timely provision of forecasting data related to programs and to anticipated fiscal resources.

C. Effective Use of University Resources

A careful examination of resource use must be undertaken by these resource/planning committees on a regular basis to insure that the University's basic missions are supported as adequately as possible. As a part of this review, the University will expand its efforts in the area of performance audits. For instance, there should be continued examination of resource use and productivity in administrative offices, faculty loads, physical plant, and research centers. The University must, for example, look carefully at real estate holdings, at the efficiency of certain seasonal offices, at bidding and purchasing operations, as well as at faculty staffing patterns. These are simply suggestions of areas for which ongoing performance audits should be carried out. Each campus and the central administration shall set up a regular procedure by which resource/planning committees can systematically examine such issues. Expert advice from outside the University may be employed in some cases. The intent of any audit is simply to insure that the University's resources are being wisely used in support of the basic educational missions of the University, and faculty and staff should suggest areas to be included.

D. Possible Retrenchment Steps to be Taken if Financial Exigency is Threatening

As a consequence of ongoing performance audits, the University routinely takes steps to improve its financial situation as a part of sound management practices. However, if warning signals of financial stress are detected, the appropriate planning and fiscal resource allocation committees, working with

University administration, should identify additional measures short of declaring exigency that could be adopted. Such possibilities include:

- o Reduction of faculty positions through attrition.
- o Adjustment of faculty work loads, so long as the faculty can remain professionally active.
- o Reduction or elimination of some administrative and support services.
- o Modifications of the staff benefits and retirement program to provide incentives for voluntary early retirement and part-time appointments.
- o Reduction or elimination of some academic programs.
- o Professional development programs to enable faculty to accommodate to the changing needs of the University.
- o Reduction of nontenured faculty through nonrenewal of appointments.
- o Limitations on enrollments.
- o Decreased numbers of courses and frequency of offerings; increased class size, etc.
- o Conversion to nine-month of some twelve-month appointments.
- o Increased utilization of short-term nontenurable positions.
- o The closing of some facilities.

Some of these actions would have quite serious impact upon the quality of the University's educational mission and must be carefully weighed against the severity of the economic situation. The University, as a University, must not be sacrificed in order to avoid hard decisions about retrenchment or financial exigency. All such possibilities must be considered carefully and thoughtfully by appropriate faculties and administrative officers on the basis of the best possible financial and programmatic data.

E. External Relations

The University always attempts to maintain full communication with state officers, alumni, and the public about its financial situation. During any period of retrenchment or financial exigency, however, it will be especially important that a coordinated effort be made to (a) seek full public understanding of the University's crisis, including an explanation of the significance

of the phrase "financial exigency" and the impact of planned reductions; (b) solicit special alumni and other private gifts to minimize educational cutbacks.

Chancellors should take appropriate steps to provide for implementation of this Executive Guideline on the individual campuses.

DRAFT

POLICY AND PROCEDURE STATEMENT ON FINANCIAL EXIGENCY

The term "financial exigency" appears in the University of Missouri Tenure Regulations among the reasons for which the appointment of a tenured faculty member may be terminated or the appointment of a nontenured faculty member may be terminated before the expiration of a term appointment. In the paragraphs below, financial exigency is defined, for the protection both of the institution and the faculty involved.

I. Definition of Financial Exigency

Financial exigency is a financial crisis which jeopardizes the quality of the institution as a whole and which cannot be alleviated by means less drastic than the termination of the appointments of members of the faculty without serious erosion of program quality. To constitute such a crisis, the financial problems must be so great that after all other possibilities have been considered and those remedial actions that are feasible have been taken (See Executive Guideline), there is no reasonable alternative and no balanced way to maintain a quality university-level institution except to terminate the appointments of tenured faculty members (or nontenured faculty after normal notice deadlines for reappointment) on one or more campuses as part of a total retrenchment process.

Financial exigency precludes the addition of personnel during the period of crisis in any area on any campus through new positions filled from outside the University, except in unusual cases when serious distortion of the academic program would otherwise result.

II. Procedures for Declaration and Termination of a Financial Exigency

A condition of financial exigency exists only when it is formally declared by the Board of Curators upon recommendation of the President. Before making such a recommendation, it is the responsibility of the President to be sure that full consideration has been given to retrenchment steps short of financial exigency, as outlined in Executive Guideline , and to provide opportunity for discussion and consultation as outlined below.

The President may initiate a recommendation that financial exigency be declared, after consultation with the Intercampus Faculty Council and the University Cabinet, and notice to the Chancellor and appropriate faculty governance

committee on each campus on which appointments of tenured faculty members might have to be terminated. After giving these campuses no less than twenty-one (21) days in which to respond, having provided appropriate information about the anticipated crisis, the recommendations from the ~~Chancellor and faculty group~~ should be presented to a joint meeting of the University Cabinet and the Intercampus Faculty Council, each of which may advise the President promptly as to whether or not a financial exigency should be declared.

The President may then decide that a state of financial exigency need not be declared. If so, that decision is conveyed in writing to the University Cabinet and the Intercampus Faculty Council. If the President concludes, upon consideration of all recommendations, that a financial exigency should be declared, the President publicly announces the recommendation presented to the Board and reasons therefor, together with any reports submitted by the Intercampus Faculty Council ^{and} / the Cabinet.

During a period of financial exigency, the President shall continually review the resources of the institution with appropriate faculty and administrative groups and the Board of Curators, and shall make periodic reports to the University community. In addition, the Intercampus Faculty Council shall be sent agendas and be invited to participate in all meetings of the University Cabinet, and the chairman of the Intercampus Faculty Council shall attend all open meetings of the Finance Committee of the Board of Curators during the period of financial exigency. Each Chancellor will insure that appropriate faculty groups have access to all relevant financial information during such a period.

A period of financial exigency automatically expires at the end of the fiscal year following the fiscal year in which the exigency is declared or when the end of the exigency is declared by the Board, whichever comes sooner. If the President believes that the period of financial exigency must be extended, the same procedures described above must be instituted in order to renew it.

III. Procedures to be followed in termination of faculty appointments during financial exigency

If a financial exigency is declared by the Board, the President shall promptly announce the adjustments to be made in each campus budget.

The Chancellor on any campus affected shall then, after consultation with appropriate faculty groups and administrative officers, identify specific programs in which faculty appointments may have to be terminated. After appropriate opportunity to respond, the Chancellor shall forward a final set of recommendations to the President. After receiving all campus recommendations, the President shall review with the Cabinet and the Intercampus Faculty Council recommendations about programs to be affected and shall then announce a decision about specific program adjustments to be made.

If special provisions are made under University policies for early, voluntary retirement in time of financial exigency, the program unit shall first explore the possibility of such retirements before any faculty appointments are terminated. The chairman, director, or dean of each affected program unit shall then recommend individuals to be released as a part of the adjustment required in the program units' staffing. Such recommendations shall be made after giving due consideration to ^(academic rank & seniority) Each length of recommendation, with justification, is to be presented to the next higher administrative authority, up to and including the Chancellor, with opportunity for review by appropriate faculty groups. ^{(service).}

The Chancellor shall notify each individual whose appointment is to be recommended to the President for termination. Notice shall be given in person or by certified mail addressed to the last address currently on record with the employing administrative unit. Failure of any appointee to have a current correct address on record with the employing administrative unit shall not be construed to invalidate such notice.

Such an individual shall be given fifteen (15) days to appeal ^{the recommendation} to the Chancellor or to request a hearing before the Campus Faculty Tenure Committee (as designated in Section .52 of the University Academic Tenure Regulations) or both. The request for a hearing may be based only on the grounds that procedures specified in this document have not been followed or that the selection of individuals was a cloak for violation of academic freedom. The tenure committee need not follow the procedures of the tenure regulations in conducting such appeal, and it may consolidate the cases brought before it. Whether or not there is an appeal, the President shall notify affected faculty members as soon as possible as to final action in each case.

Termination of any appointments of tenured faculty members (or nontenured members after normal notice deadlines for reappointment) under these

procedures will take effect in accord with Section .262 of the University Academic Tenure Regulations. Such a faculty member shall be given the option of postponing the termination date for up to three years, during which time the faculty member will be on a non-paid leave of absence.

Before terminating an appointment because of a financial exigency, the University, with faculty participation, will make every effort to place the faculty member concerned in another suitable position within the University system. In particular, when a faculty appointment is terminated, if during the period of financial exigency or within three years from termination there is an opening in the same discipline on another campus, it shall be the responsibility of the President's office to notify the hiring campus of the availability of that faculty member. The hiring unit shall carefully review the qualifications of the faculty member in question .

If hired, the appointment need not be continuous. In all cases of termination of appointment because of financial exigency, a faculty member will be offered reinstatement with the same rank and tenure status and a reasonable time in which to accept or decline if, within a period of three years from termination, the same unit seeks to fill a vacancy for which the faculty member qualifies. If there is more than one faculty member who is qualified (as determined by the hiring unit), first consideration shall be given to the most senior. It is intended that the provisions of this paragraph assure that a person on continuous appointment terminated under and for the reason of the condition of financial exigency be considered as not having interrupted service at the University if reemployed by the University within the three-year reemployment option period.

Except when serious distortion of the academic program would otherwise result, no new positions will be filled from outside the University during a financial exigency. The President is responsible for instituting procedures for review of proposed new positions to insure that this provision is carried out.

DRAFT

POLICY AND PROCEDURE STATEMENT
on

DISCONTINUANCE OF PROGRAMS OR DEPARTMENTS OF INSTRUCTION

Under the University Academic Tenure Regulations, it is possible to discontinue a program or department of instruction and consequently terminate certain appointments. This document specifies procedures to be followed in such circumstances, applying only to the discontinuance of a program or department of instruction in which one or more continuous appointments would have to be terminated, or in which one or more term appointments would have to be terminated before their expiration. These procedures are not intended to apply to transfer of programs from one campus to another.

The term "program" is used in many ways. Here, however, the specific intention is to identify the designation "program" with the typical academic department; the program consists of the productive effort of that administrative and budgetary unit most often designated as a "department," which usually corresponds to widely recognized disciplinary designations. There are limited exceptions to this definition of program, such as when a school or college is not organized into departments, or when specializations within the department or school are so unique in content that faculty members normally cannot cross from one area to another.

Given the above, it is clearly not the intent here that discontinuance of a "program" should be equated with elimination of a "degree program" within a department nor with termination of a specific individual faculty member, unless these represent the kind of unique specialization described above. The procedures described below assume that each campus will prepare a statement of policies and procedures consistent herewith for the selection of programs to be discontinued, will designate the appropriate faculty groups to advise whether a proposed discontinuance of a program meets prescribed criteria, and will provide for full participation of faculty in an established appeal process.

The discontinuance of any program that has been established by the University is extremely serious and must be made with the same full and detailed consideration that is given the establishment of a program. This is particularly true when discontinuance of a program would entail the possible termination of one or more appointments, but from time to time circumstances may arise in which the educational missions of the University will be best served by the discontinuance of a program. Such circumstances should arise

rarely, but procedures must be available for eliminating programs just as they are for establishing them. A decision to discontinue formally a program or department of instruction must be based essentially on educational considerations, with full and specific faculty participation through the process described in this statement. Such considerations must reflect long-range judgments that the educational mission of the institution as a whole will be enhanced by the discontinuance. Financial considerations may play a role in the decision to discontinue a program, since occasionally the University may have to reduce the range of programs offered in order to maintain acceptable educational quality. However, the role of a program in the University's educational mission should be a principal determinant of whether or not it should be discontinued.

In any case in which serious consideration is being given to discontinuance of a program, the Chancellor and other administrative officers will work closely with appropriate faculty groups in examining the relevant educational considerations, including the welfare of students. There must be reasonable opportunity for students currently enrolled in the program to complete it.

Upon reaching a decision that a program should be discontinued, the Chancellor shall present that decision, together with reasons, to an appropriate standing committee of the faculty and shall simultaneously notify the affected administrative units of that decision. The standing committee of the faculty shall present to the Chancellor any response or alternate recommendations within a reasonable time. The affected units may also submit to the committee and/or the Chancellor their views and recommendations.

Having considered these responses, if the Chancellor still concludes that the program should be discontinued, the Chancellor shall notify each of the individuals within the program whose appointments may be terminated. Notice shall be given in person or by certified mail addressed to the last address currently on record with the employing administrative unit. Failure of any appointee to have a current correct address on record with the employing administrative unit shall not be construed to invalidate such notice. Such an individual on continuous appointment may, within fifteen (15) days of receipt of notice, appeal to the Campus Faculty Tenure Committee, as designated in Section .52 of the University Academic Tenure Regulations. The appeal may be based only on the grounds that the discontinuance is a cloak for violation of academic freedom, or that the procedures specified in this document have not been followed. The Faculty Tenure Committee shall use the hearing procedures of the Academic

Grievance Procedure. Following any such appeal, the recommendation of the Chancellor, together with any responses from the faculty committee or the affected units, and the findings of the Campus Faculty Tenure Committee on any appeals shall be transmitted to the President. The President shall formulate a recommendation and present it, together with the campus materials, to the University Cabinet for review and advice. Following that review, the President shall, when necessary, promptly make a final decision, or, where necessary, a recommendation to the Board of Curators. In the case of nontenured faculty, notice of termination must be in accord with the requirements of Section .262 of the University of Missouri Academic Tenure Regulations, with notice being given in the ways described above. When the appointment of a tenured faculty member is terminated under these procedures, the same notice shall be given as for nontenured faculty members who have served two or more years at the University of Missouri. In any case, an affected faculty member may appeal to the President and subsequently to the Board of Curators.

Before terminating an appointment because of the discontinuance of a program or department of instruction, the University, with faculty participation, will attempt to place the faculty member concerned in another suitable position in the University system. In particular, if the appointment of a faculty member is to be terminated, and if there develops within three years a faculty position on any campus for which the faculty member is qualified, it shall be the responsibility of the President's office to communicate with the hiring campus about the availability of the faculty member. The hiring unit shall carefully review the qualifications of the faculty member in question and determine whether the announced criteria established for the position are met. If so, the faculty member in question shall be considered for the position. When there is more than one qualified faculty member, the right of first refusal shall be extended to the most qualified as determined by the hiring unit. In addition, the President's office shall attempt to notify all terminated faculty members of all administrative openings in the University for a period of three years. In all cases of termination of appointment because of discontinuance of a program or department of instruction, the University may not reinstitute

that program or a substantially similar program on that campus within a period of three years, unless the faculty members whose appointments were terminated have been offered reinstatement with the same rank and tenure status and a reasonable time in which to accept or decline.



UNIVERSITY OF MISSOURI-ROLLA

Office of Business Services

212A Parker Hall
Rolla, Missouri 65401
(314) 341-4115

June 1, 1981

MEMORANDUM TO: Dr. Robert V. Wolf, Chairman
Academic Council

FROM: Neil K. Smith *NKS*

RE: J. W. Johnson's Memorandum of May 27, 1981
Regarding Paycheck Option for Faculty

In the referenced memorandum, there is a statement to the effect that the new payroll system could accommodate Dr. Morris' proposal. This is true, but this would require some system modification, possibly major modifications, to do so.

Since the system is controlled centrally for the entire University, University policies would have to be redefined and accepted by the central administration to accomplish the request.

NKS/msg

CC: Dr. J. W. Johnson



UNIVERSITY OF MISSOURI-ROLLA

School of Engineering

Department of Chemical Engineering

143 Chemical Engineering Bldg.
Rolla, Missouri 65401
Telephone (314) 341-4416

May 27, 1981

MEMORANDUM TO: Dr. Robert V. Wolf, Chairman
Academic Council

FROM: J. W. Johnson, Chairman
Personnel Committee

JUST

RE: Resolution from Dr. A. E. Morris regarding Paycheck
Option for Faculty

The Personnel Committee has considered the following correspondence from Dr. Morris:

"Resolved: that the individual faculty member have an option of receiving his paycheck either in 9 or 12 monthly installments.

Justification: All pay due him would be received by the last business day in May, rather than the last business day in August. This would enable faculty members who so desired to stash away a fraction of their paychecks in a monthly money market fund, and earn interest on the pay until it was needed in the summer. This would be especially nice for those having summer jobs, or being paid for teaching summer school, in that each paycheck would be more uniform. There may be other advantages, depending on the particular situation, but at least the faculty member should have this option."

As a prelude to the discussion, Mr. Neil Smith, Director, Business Services (and also a member of the Personnel Committee) felt our new payroll system could accommodate Dr. Morris' proposal.

Dr. Morris has listed most of the items in favor of his resolution. Those brought out during the committee's discussion that might be considered in opposition to it are:

1. Tax-withholding would have to be adjusted or a greater proportion of the salary will be held by the IRS.
2. Payment of staff benefits will be complicated in that they would have to be paid separately during the summer months.
3. There is a possibility that the dual pay system (9 and 12 months) would add considerable extra expense to the university.

Dr. Robert V. Wolf, Chairman
Page 2
May 27, 1981

4. Most faculty, especially those who are not certain of summer employment, would prefer a steady 12 month income at a lower rate than a higher rate for 9 months and none for three.

5. Very few of the faculty contacted would want to go on the 9 month pay period themselves.

The committee's recommendation is that the Council endorse Dr. Morris' resolution with the following stipulations:

1. That the nine-month pay period be strictly optional and no faculty be forced to accept it.

2. That the nine-month pay period be implemented only if it does not result in excessive cost to the university.

JWJ/pg

cc: Personnel Committee

ACADEMIC COUNCIL MEETINGS

(1:30 p.m. in 227, Fulton Hall)

August 27, 1981	February 18, 1982
September 24, 1981	March 25, 1982
October 22, 1981	April 15, 1982
November 19, 1981	May 6, 1982
January 21, 1982	June 17, 1982

AGENDA DEADLINES (1:30 p.m.)

August 11, 1981	February 2, 1982
September 8, 1981	March 9, 1982
October 6, 1981	March 30, 1982
November 3, 1981	April 20, 1982
January 5, 1982	June 1, 1982

GENERAL FACULTY MEETINGS

(4:00 p.m. in the Aaron Jefferson Miles Auditorium)

August 25, 1981	May 4, 1982
December 1, 1981	

AGENDA DEADLINES (1:30 p.m.)

August 11, 1981	April 20, 1982
November 17, 1981	

RULES, PROCEDURES AND AGENDA COMMITTEE MEETINGS

(1:30 p.m. in 210, Mechanical Engineering Building)

August 11 & 13, 1981	February 2 & 4, 1982
September 8 & 10, 1981	March 9, 11, & 30, 1982
October 6 & 8, 1981	April 1, 20 & 22, 1982
November 3, 5 & 17, 1981	June 1 & 3, 1982
January 5 & 7, 1982	



UNIVERSITY OF MISSOURI-ROLLA

Academic Council

211 Parker Hall
Rolla, Missouri 65401
Telephone: (314) 341-4871

June 4, 1981

TO: Academic Council Members
FROM: R.E. Schowalter, RP&A Committee Chairman
RE: Revision of Faculty By-Laws

A handwritten signature in black ink, appearing to read 'R.E. Schowalter', written over the 'FROM' line of the memo.

Since the recently proposed revisions of the By-Laws failed because of lack of returned ballots, it would appear timely to originate a single-issue revision that would include only the change in the vote required to amend the By-Laws.

The RP&A Committee recommends, then, that the Academic Council recommend to the General Faculty that Section 11.0301.07 of the By-Laws be revised such that the second to the last sentence read:

"A $2/3$ majority vote (~~of the entire membership of the General Faculty~~) shall be required for the adoption of the proposed amendment."