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MINUTES OF A MEETING OF THE UNIVERSITY SENATE
March 14, 2005

1. Senator Spiggle officially called the regular meeting of the University Senate of March 14, 2005 to order at 4:05 p.m. in Room 7 of the Bishop Center.

2. Approval of Minutes

   Senator Spiggle presented the minutes from the regular meeting of February 14, 2005 for review.

   The minutes were approved without modification.

3. Report of the President

   President Austin welcomed Provost Peter Nicholls and summarized recent developments:

   a. Students have reacted strongly to the condensing of the University meal plans to two plans. Staff in Dining Services are looking to modify the plans to accommodate the "grab and go" options in the plans.
   b. The University has developed a budget and plan for the remediation of the problems in the Hilltop Apartments. It will not move forward on new buildings without the certification of University assigned fire marshals.
   c. The University is examining and addressing the NCAA report on academic progress rates for men's basketball.
   d. The University is working with the legislature on avoiding the tuition freeze, restoring current services, and retaining the matching grants program in the proposed university budget.

President Austin addressed questions from the Senate.

4. Report of the Senate Executive Committee

   (See Attachment #33)

   Senator Zirakzadeh presented the Report of the Senate Executive Committee.

5. Motion from the Course Renumbering Committee

   (See Attachment #34)

   Senator Von Munkwitz -Smith offered the following motion to revise the By-Laws related to course renumbering (see deletions in ~~strike through~~ and changes in ***bold***):

   II.C.1.g. Additional Degree
   A student may pursue an additional baccalaureate degree either wholly or partly concurrently or after receiving another degree. Permission must be given by the dean of each school or college in which the student will be enrolled. All requirements for each degree must be met and at least 30 credits more than the highest minimum requirement of any of the degrees must be presented for each additional degree. One degree must be designated as the primary degree if the degrees are being pursued concurrently. At least 30 of the additional credits must be ***2000 level*** ~~200-level~~, or

above, courses in the additional degree major or closely related fields and must be completed with at least a 2.0 grade point average.

The total grade point average of students who are applicants for a second degree is based on all credits and grade points accumulated in fulfilling requirements for both degrees. The upper division cumulative grade point average of students who are applicants for a second degree is based on all credits and grade points accumulated in the upper division in fulfilling requirements for both degrees.

II.D. Choice of Studies

1. Levels of Instruction and Prerequisites

~~Courses numbered 100 are primarily for freshmen and sophomores, courses numbered 200 for juniors and seniors,* and courses numbered 300 and 400 for advanced and graduate students. Upon recommendation of the advisor and with the permission of the instructor and of the dean of the college within which the student is registered, a freshman may elect not more than one 200-level course in a semester (in addition to those 200's foreign language or mathematics courses for which he or she may qualify), provided that this action will not cause postponement of any course requirement beyond the time prescribed. At the beginning of their fourth semester students may, with the consent of the instructor, register for 200's courses not designated as "Open to Sophomores" provided that by the end of their fourth semester they will have earned 54 credits (62 for students in the schools of Engineering and Pharmacy) in 100's courses and 200's courses designated as open to sophomores and such registration will not prevent them from meeting course requirements at times prescribed.~~

~~*For classification of undergraduate students, see E.1.~~

~~Sophomores who do not meet the above requirements but who desire to elect 200's courses not designated as open to sophomores must obtain the consent of the instructor and of the dean of the school or college in which they are registered.~~

Courses numbered 0000-0999 are for Ratcliffe Hicks School of Agriculture or pre-college work; they may not be taken for degree credit by Baccalaureate students. Courses numbered 1000-1999 are introductory courses, usually with no prerequisites, primarily intended for freshmen and sophomores. Courses 2000-2999 are primarily intended for sophomores and usually have no more than one prerequisite, Courses numbered 3000-3999 are advanced undergraduate courses, primarily intended for juniors and seniors. Courses numbered 4000-4999 are advanced undergraduate courses, primarily intended for seniors. Courses numbered 5000-5999 are entry-level and intermediate graduate courses. Courses in clinical doctorate programs generally should be numbered at the 5000 level. Courses numbered 6000-6999 are advanced graduate courses.

Undergraduates are allowed to take courses at the ~~300's or 400's~~ ***graduate*** level only if they have a cumulative grade point average of 2.6 or above and if they are in the seventh or eighth semester of University standing. Exceptions can be made only by the instructor and the dean of the school or college in which the student is registered.

All prerequisites to courses as listed in the catalog must be met before registration in those courses. If, however, students consider that they have the equivalent of a prerequisite listed for a given course, they may present evidence thereof to the instructor concerned, and may register for the course if written consent is filed by the instructor in the Registrar's Office.

No course prerequisite to a second course in the same department is open for degree credit to a student who has already passed the second course unless the head of the department offering the course makes an exception, *in writing to the Office of the Registrar,* in an individual case (asterisks indicate text inadvertently omitted from the approved latest revision).

2. Course Credit by Examination

All registered students are eligible to take examinations for course credit. However, course credit by examination may not be used to meet credit requirements for graduate degrees at this institution.

When there are acceptable candidates, examinations will be prepared in courses that are listed in the current undergraduate catalog. They will be given, not more often than once a semester, and only at the periods stated in the University Calendar appearing in the undergraduate catalog.

Examinations will be constructed and evaluated by the instructor in charge of the course. Examinations must be wholly, or in substantial part written, unless the nature of the course makes more appropriate an oral or performance examination. Examinations in laboratory courses may be written, but should give assurance that the laboratory techniques have been understood and mastered. Copies of past examinations may be released by the Bureau of Educational Research as sample examinations when approval is given by the department concerned.

A student taking an examination for course credit must first have his or her academic qualifications reviewed and receive written permission of the instructor administering the examination and the written approval of the head of the department concerned. A student must also have his or her administrative qualifications (listed below) reviewed by and receive written permission of the dean of the school or college in which the student is enrolled. After obtaining these permissions on the "Petition for Course Credit by Examination" form (available at the Office of the Registrar), the student arranges through the Bureau of Educational Research to take the examination.

The following constitute the administrative qualifications for taking the examination:

A student may not earn by examination more than one-fourth of the credits required for the degree.

A student may not take course credit by examination for a course in which he or she has earned a grade of "F" (see "Scholastic Standing"). A student who has failed an examination which is offered for course credit may not repeat the examination.

A student may not take an examination covering a part of a course with the expectation that other parts will be made up in class or laboratory or otherwise.

A student may not take an examination for credit in a course if any substantial portion of the course has been covered previously in any college or secondary school course for which the University has granted credit.

A student may not take an examination for English 011, 103, 104, 105, and 109; for ***1000 level*** ~~100-level~~ foreign language courses; or for other courses for which credit by examination is prohibited by the individual schools and colleges.

If a student earns an "F" grade on the examination, that grade will not be posted to the student's academic record. A student who passes an examination for course credit receives the grade in the course that he or she makes on the examination and the regular grade points for that grade. A student may not elect the pass/fail option.

II.E.8. Semester and Mid-Semester Reports
Students who, on the basis of performance in the course, appear to be in danger of receiving D, F, U, or N grades shall be notified of their mid-semester academic progress in each ***1000 and 2000 level*** ~~100-level~~ course by the Registrar.

These reports are not part of the permanent record. They are designed to be of diagnostic aid to the student. The instructor is urged to provide the students with an evaluation early enough in the semester so that those needing to do so can take effective remedial action. The instructors of ***1000 and 2000 level*** ~~100-level~~ courses shall notify the Registrar by the end of the sixth week of the semester of students who appear to be in danger of earning D, F, U, or N grades. The Registrar will alert the students, their advisors, and others, as appropriate. If a student is doing unsatisfactory work, the full responsibility for improvement is left to him or her. He or she is strongly advised, however, to confer with his or her advisor, with the instructors concerned, and with others qualified to assist him or her in improving his or her standing in the University.

In reporting end of semester grades to students, the Registrar shall state all courses for which the student is registered, the credit value of each course, and the student's mark in each course.

II.E.12. Semester Examinations
a. During the semester, examinations shall be held only during regularly scheduled class periods. Permission for exceptions to this rule can be granted by the deans of the school or college in which the course is offered. Courses for which such exception has been granted shall carry a footnote to that effect in the published Directory of Classes. In the event of student absences from examinations given during the semester decisions regarding possible make-up examinations shall be the prerogative of the instructor.
Written final examinations are held at the end of each semester in all ~~100's and 200's~~ ***undergraduate level*** courses except that the requirement may be waived at the discretion of the instructor in those courses defined as independent study courses by each department. Other exceptions to the rule may be made in the case of seminars, practicums and purely laboratory courses. In these courses and others where a convincing case can be made for final evaluation of students' work by means other than a written examination, departments can make exceptions to the rule with the approval of the dean of the school or college before the beginning of the semester in which the course is to be offered. Instructors are at liberty to give seniors oral rather than written final examinations. Examinations in courses numbered ***5000*** ~~300~~ and above may be given or omitted at the discretion of the instructor.

All final undergraduate examinations shall be administered at the times scheduled by the University during exam week, and at no other times. A student who is prevented by sickness or other unavoidable causes from attending a scheduled exam must apply to the office of the Dean of Students for an excuse that will authorize the student's instructor to give a makeup.

A student whose absence from a final examination is not excused in this way shall receive a failure for this examination. A student whose absence is excused by the Dean of Students shall have an opportunity to take an examination without penalty.

There shall be no more than five examination periods scheduled each day, covering two class periods, and each examination period shall be two hours in length. A student whose final examination schedule includes four examinations in two consecutive calendar days may request a rescheduled examination in place of one of the four scheduled examinations. A student whose schedule includes three examinations in one calendar day or three examinations in consecutive time blocks spanning parts of two consecutive days may request a make-up examination in place of one of the three scheduled examinations. In all cases concerning the rescheduling of bunched exams, the student must present to the instructor a note of permission granted by the Office of the Dean of Students, whose prerogative it is to determine which of the bunched examinations may be rescheduled.

Each instructor shall determine in his or her own courses the weight to be assigned to the final examination in computing the semester grade of a student.

Each instructor in charge of a course is expected to assume responsibility for proctoring semester examinations, including the final examination.

II.F.3. University Scholars

a. The Standing Honors Committee is authorized to select no more than thirty in any one year of the most promising undergraduate students who will then have freedom from formal curriculum requirements in order that they may develop some program of study which will have personal and academic merit. These students will be appointed University Scholars for their sixth, seventh, and eighth semesters (or eighth, ninth, and tenth semesters for students in five-year programs). When fewer than thirty University Scholars are appointed in any selection period, late selections may be considered.

b. Students to be eligible for these appointments should have completed at least 54 calculable credits at the University of Connecticut, and ordinarily shall have a very high combined cumulative grade point average. The Standing Honors Committee will determine the CGPA cutoff for issuance of invitations to apply for the University Scholar Program. The selection process for students interested in applying will involve the following steps:

1. Submission of a written application with a statement of purpose and a tentative program of study and with names of faculty who may be asked for recommendations.
2. Interview with the Director of the Honors Program.
3. Consideration of applications and selection of University Scholars by faculty members of the Standing Honors Committee. Selection will be made on the following criteria: the level of lower division work as evidenced by CGPA and letters of recommendation, advancement into a major field with evidence of ability to do independent work, and wide-ranging intellectual interest. The selection will be made before the registration period for second-semester courses in each academic year.

c. In consultation with each Scholar, the Director of the Honors Program shall appoint a committee of three faculty members one of whom will be designated the major advisor, whose duties shall include helping the student develop a program of study which has academic merit. The Advisory Committee shall make a progress report to the Standing Honors Committee on the nature and quality of the student's work. At the end of the senior year, the Standing Honors Committee, with concurrent recommendation of the University Scholar's Advisory Committee, shall certify to the Registrar that the student is entitled to the bachelor's degree.

d. The following privileges will be granted these Scholars:

1. The waiving of whatever fees and charges may legally be waived or the assignment of a stipend, the amount to be set by the President.
2. The removal of the limitation of credit-load in a semester.
3. The waiving of maximum credit to be taken in special topics courses in a department.
4. Permission to take courses numbered ~~300~~ ***5000*** and above.
5. The waiving of all further ordinary requirements for a degree, after completion of requirements prescribed to the time of entry into the program.

e. Students who cannot make satisfactory progress in their program of study will be advised to return to the regular program with necessary adjustments made by the Advisory Committee and the student's school or college.

Senator Mannheim moved to take a "sense of the Senate motion" to add a 0 to the end of the current course number, thus making each course number a 4 digit number. Senator Best seconded.

Senator Spiggle asked for a sense of the Senate to move forward on the Committee's motion. Hearing no objection, Senator Spiggle asked the senate to move forward on debate of the Course Renumbering Committee motion.

Senator Sanner called the Course Renumbering Motion to question. Senator Caira seconded.

Call to question carried.

The motion carried.

Senator von Munkwitz-Smith proposed one additional motion related to course renumbering from the course renumbering committee:

Motion - Timeline
These changes should be implemented in conjunction with the 2007-2008 Catalogs, following Spring semester 2007. Departments shall have until November 2005 to provide information on their new course numbers to the Registrar.

The motion carried.

6. Senator Jeffers presented the Report of the Curricula & Courses Committee.

(See Attachment #35)

Senator Jeffers presented the following motions on Course Renumbering Implementation Recommendations.

The Senate Curricula & Courses Committee has reviewed the course-renumbering proposal that will produce four digit course numbers. The committee recommends that the senate approve the following actions. These actions will reduce the number actions that need senate or committee approval after units produce the new numbers for their courses.

The following actions are recommended:

1) The committee recommends that all 1xxx and 2xxx courses remain under Senate jurisdiction.

2) All new 1xxx, 2xxx courses will require approval by the Senate.
3) Changes in course numbers listed as pre-requisites to reflect the new numbering system may be changed without consideration by the Senate.
4) Current 200 level courses listed as open to sophomores without any changes to the title or description may be changed to 2xxx or 3xxx without consideration by the Senate.
5) Current 200 level courses, not listed as open to sophomores, that are being renumbered at 2xxx must be approved by the senate C&C committee and the senate.
6) Current 200 level courses, not listed as open to sophomores, that are being renumbered at 3xxx or 4xxx levels may be changed without consideration by the senate.
7) Current 100 level courses may be changed to 1xxx or 2xxx without consideration by the senate.
8) If there is a major change in title or description in a current 100 level course, then it needs to be brought before the senate C&C committee and senate for consideration prior to being assigned a new 1xxx or 2xxx number.
9) Course numbers for courses listed as "may not be used for credit by students who have passed 1xxx, 2xxx, 3xxx, etc" may be changed without consideration by the senate C&C committee.
10) Courses number xx80 to xx99 be reserved for special topics, thesis, internships, etc as follows:

xx80	Field study	xx90	Field study
xx81	Internship	xx91	Internship
xx82	Practicum	xx92	Practicum
xx83		xx93	Foreign Study
xx84		xx94	Seminar
xx85		xx95	Special Topics
xx86		xx96	Thesis
xx87		xx97	Honors Thesis
xx88		xx98	Variable Topics
xx89	Intro. to Research	xx99	Independent Study

The motion carried.

Senator Jeffers presented the following slate of courses:

I. 100-level courses

A. The committee recommends approval of the following new 100-level courses:

- **MATH 195Q: Introduction to College Algebra and Mathematical Modeling** 3credits, five hours per week. This course is designed to provide an effective preparation for science courses for students whose high school algebra background is not very strong. It will integrate a review of high school algebra with college algebra and mathematical modeling material, and as such it will teach, and reinforce the algebra and mathematical modeling background and basic skills necessary for success in all beginning 100 level Q courses offered at UConn.

The motion carried.

B. For the information of the senate, the following 200s level courses have been approved for the following changes:

- **CHEG 237W Chemical Engineering Laboratory** drop CHEG 212 and 224 as recommended preparation and add CHEG 212, 223, and 224 as prerequisites
- **CHEG 239W – Chemical Engineering Laboratory** add CHEG 212, 223 and 224 as prerequisites.
- **ENVE 290W – Environmental Engineering Design I** reduce course credit from 3 to 2 credits.
- **ENVE 291W – Environmental Engineering Design II** reduce course credit from 3 to 2 credits.

C. New General Education courses forwarded from GEOC

The Curricula & Courses Committee moves that the University Senate approve the following courses for the new General Education Curriculum:

1. Courses for consideration by the University Senate in Content Area 1 (Arts & Humanities).

HIST 126	Living through War in World History

2. Courses for consideration by the University Senate in Content Area 2 (Social Sciences).

ANTH 275	Race, Ethnicity and Nationalism

The motion carried.

3. Courses for consideration by the University Senate in Content Area 4 (Diversity and Multiculturalism). Courses also approved for W included in list

1) **MAY NOT** be used to satisfy the "International" requirement:

ANTH 220/W	Social Anthropology
ANTH 246	Illness and Curing
ANTH 253	North American Prehistory
ANTH 263W	Ethnohistory of Native New England
ANTH 275	Race, Ethnicity and Nationalism
ENGL 1xx	Race, Gender and the Culture Industry

2) **MAY** be used to satisfy the "International" requirement:

ANTH 218	New World Prehistory
HIST 126	Living through War in World History
LAMS 190/W	Perspectives on Latin America

The motion carried.

4. Courses approved by committee and reported to Senate for addition of Q skill code.

MATH 195Q	Introduction to College Algebra and Mathematical Modeling
POLS 291Q	Quantitative Analysis in Political Science
PP 221Q	Public Policy Research Methods II

5. Courses approved by committee and reported to Senate for addition of W skill code.

AH 244W	Management for the Health Professional
ANTH 220/W	Social Anthropology
ANTH 262W	Laboratory Techniques in Archaeology

ANTH 263W	Ethnohistory of Native New England
ISKM 210W	Introduction to Information Technology
LAMS 190W	Perspectives on Latin America

The motion carried.

7. Senator Jeffers presented the Annual Report of the Curricula & Courses Committee.
(See Attachment #36)

8. Senator Freake presented the Report of the General Education Oversight Committee
(See Attachment #37)

The General Education Oversight Committee moves that the University Senate approve the following courses for the new General Education Curriculum:

A. Course for consideration by the University Senate in Content Area 1 (Arts & Humanities):

MUSI 112	University Symphony Orchestra
ENGL 200	Children's Literature

B. Course for consideration by the University Senate in Content Area 2 (Social Sciences):

ANTH 106	Introduction to Anthropology

The motion carried.

C. For the information of the Senate, the following Writing Competency courses have been approved:

AIRF 235W	Air Force Studies III
AIRF 236W	Air Force Studies III
COMM 225W	Small Group Communication
MCB 222W	Human Disease and the Development of Therapeutic Agents

9. Senator Gramling presented the Report of the Coalition on Intercollegiate Athletics (COIA)
(See Attachment #38)

Senator Gramling proposed the following motion on the Motion to endorse <u>in principle</u> the COIA document "Academic Integrity in Intercollegiate Athletics: Principles, Proposed Rules and Guidelines." Senator English seconded.

The motion carried.

10. Senator Caira presented the Report of the Nominating Committee
(See Attachment #39)

1. We move the following faculty/staff deletion to the named Standing Committee:

   Veronica Makowsky from Curricula & Courses, ex-officio, non-voting member

2. We move the following faculty/staff additions to the named Standing Committees:

Lynne Goodstein to the Scholastic Standards Committee
Lynne Goodstein to Curricula & Courses, ex-officio, non-voting member

The motion carried.

3. For the information of the Senate, Adam Rabinowitz has stepped down from his seat on the University Senate and has appointed R. Brooke Morrill Jr. as his replacement.

11. Old Business – None

12. New Business – None

Senator Ouimette motion to adjourn was carried by a standing vote of the Senate.

The meeting adjourned at 5:40 p.m.

Respectfully submitted,
Kim Chambers
Senate Secretary

The following members and alternates were absent from the March 14, 2004 meeting:

Anderson, Thomas
Aronson, Lorraine
Benson, Edward
Bergman, Theodore
Blank, Helene
Breen, Margaret
Bushmich, Sandra
Bull, Nancy
Cusack, Liz
D'Alleva, Anne
Darre, Michael
Dreyfuss, Dale
Eby, Clare
Flaherty-Goldsmith, Linda
Flanery, Trudy
Fox, Karla
Frank, Harry
Gianutsos, Gerald
Goldman, Jane
Gould, Phillip
Guillard, Karl
Herzberger, David
Hightower, Larry
Humphreys, Nancy
Jain, Faquir
Kerntke, Michael
Macgill, Hugh
Majumdar, Suman
Muirhead, Deborah
Munroe, Donna
Myers, Kathryn
Olson, Derek
Porter-Benson, Susan
Reis Renzulli, Sally
Rodin, Krista
Roe, Shirley
Saddlemire, John
Saternow, Timothy
Singha, Suman
Smith, Erling
Stwalley, William
Tremmel, Michael
von Hammerstein, Katharina
Wagner, David
Williams, Michelle
Wisensale, Steven
Yeagle, Philip