Oct 5, 1981

ATTENDANCE

Corey Pander
" Harold L. Cannon
Philip G. Gentile I.
Jaymene Khan
Vernon Buck
Judie Eisenberg ASD
ERIC KOLL
H. G. Crosby
Graham C. Sillman
William D. Clotton
Mark Goldstein
J. Z. NITECKI
R H Gibson
B Bertha Hakim
DE Christiansen
P M Vaillancourt
STEVEN TOPAL
David O. Cleiber
Karen Grasberger
Sung Bok Kang
Eugene Garber
James Tierney
Gary Stacey
Scott Rothenberger
W. F. Hammond
Robert Frost
MARK WEBER

R HARDT
M. LaCroix
[illegible]
[illegible]
[illegible]
[illegible]
R E STEARNS
Eugene McLaren
H Bakhru
B. Reed
S. Rogers
Andrea Brooks
Jeb Shaw
MM Kozak
Gordon Farrington
Raymond Capuano
Ray Alagna
[illegible]
Ann Rosenblatt
[illegible]
Richard DiAlba
[illegible]
Robert Jarvenpa
Wilfried Sloot
BONNIE CARLSON
Steven Watkins
Joan Savitt
Sophia Lukasey

10/5/81

ATTENDANCE

W Desh
D Hasfeld
W L Simmons
Paul Kosbab
S. W. Christensen
B. Vanesh
Carol Volk

STATE UNIVERSITY OF NEW YORK AT ALBANY
1400 Washington Avenue
Albany, New York 12222

UNIVERSITY SENATE

UNIVERSITY SENATE

October 5, 1981

3:30 p.m. - CC Assembly Hall

A G E N D A

1. Approval of Minutes
2. President's Report
3. Chairperson's Report
4. SUNY Senator's Report
5. Council and Committee Reports
6. New Business
   - 6.1 University Policies for Research Involving Human Subjects
     Bill No. 8182-02 (Research)
   - 6.2 Policy Statement Regarding Official Registration and Recognition of Organized Research Units at SUNY-Albany
     Bill No. 8182-03 (Research)
   - 6.3 Maximum Credits of "S" By Selection
     Bill No. 8182-04 (UAC)
7. Adjournment

STATE UNIVERSITY OF NEW YORK AT ALBANY
1400 Washington Avenue
Albany, New York 12222

UNIVERSITY SENATE

University Senate
Minutes
October 5, 1981

ABSENTEES: V. O'Leary, S. DeLong, J. Hartigan, L. Welch, M. Bers, H. Frisch, W. Cadbury, E. Cowley, U. Mache, H. Pohlsander, J. Woelfel, J. Zubieta, J. Jacklet, S. Ogura, F. Pogue, D. Arnold, M. Salish, F. Femminella, A. Baldwin, A. Cresswell, J. Baer, J. Heaphey, J. Mielke, N. Brown, E. Kelly, W. Kidd, S. Kirk, F. Ohnmacht, C. Scholes, C. Sivers, A. Adelman, M. Askenas, A. Banks, T. Busby, M. Carmen, C. Jandorf

The meeting was called to order at 3:30 p.m. by the Chairman, Harold Cannon.

1. The minutes of the September 14, 1981 meeting were corrected as follows: Under the Reports of Councils, 4.9 University Community Council, the word postal before the word policy should be changed to poster. In 5.2, line 5, it was suggested to put a period after business and delete the words since it was not of an academic nature. The minutes were approved as corrected.

2. Report of the President - H. Cannon announced that the President was unable to attend the meeting.

3. Report of the Chairperson - The Chairman reminded everyone to sign the attendance sheet at the back of the room. The attendance policy will be enforced this year, and if a senator misses more than 50% of the meetings or four consecutive meetings, action will be taken to replace her/him.

Mr. Cannon said he had three apologies to make:

a. An apology was made to the Senate for an improper ruling on the resolution regarding the South African Rugby Team, which was made at the September 14 meeting. He referred to Bill No. 1970-71- Powers of the Senate,which was distributed at the meeting. According to Section IV of the bill, the resolution should have been ruled out of order.

b. He apologized to the SUNY Senators McLaren and Reeb for not calling on them at the September meeting to give a report.

c. Mr. Cannon apologized to D. Christiansen for an error in the Report of the Executive Committee. Under Information Items, the statement that Dorothy Christiansen has resigned as a Senator is incorrect.

The Chairman announced that Robert Gibson has been appointed parliamentarian for the Senate.

He also announced that he would like to see all Executive Committee members after the meeting.

4. SUNY Senator's Report - E. McLaren reported that the SUNY System's Senate had not yet met this year. The first meeting was scheduled for October 30 in Fredonia. He gave a brief review of the operation of the system-wide Senate. He said the system-wide Senate is the official organization by which the Chancellor consults with the Senate. Every school in the SUNY system, with the exception of community colleges, sponsors one or two representatives for the System's Senate at a cost of $1,650 per representative.

   At the meeting in May, the committee structure of the System's Senate was reorganized from 16 committees to 5 committees. Mr. McLaren said that he and D. Reeb are the representatives from this campus and that one of them will be reporting at each Senate meeting.

5. Council and Committee Reports - In addition to the written reports contained in the packet, the following announcements were made:

   Executive Committee - In reference to the Action Item listed in the report, H. Cannon asked for a motion to approve the appointments of individuals to Councils as indicated. Appointments were approved without dissent.

   Graduate Academic Council - N. Gelfand wanted to add that if there were conclusions on how to improve campus life for graduate students, the report should be referred to the Student Affairs Council.

   University Community Council - R. Rothman reported that the next meeting is scheduled for October 19, at 3:30 p.m.

   Library Council - A question was raised about the meaning of the initials RLG in the Council's report. P. Vaillancourt explained that RLG stands for Research Library Group. D. Hartzell was asked to explain the meaning of the "Quality of Library Life". He said it means the quality of everything that affects students coming in and going out of the Library and the ability to handle work and details. The committee is open to suggestions from everyone.

   Council on Academic Freedom and Ethics - H. Staley announced that the first meeting will be held on October 12, at 3:30 p.m. in FA 217.

6. New Business

   6.1 Bill No. 8182-02 - University Policies for Research Involving Human Subjects. Several questions were raised and R. Alba was asked to clarify the intent of the proposal. He stated that the policies that are proposed are already in effect and are the current policies of this University. The intent of the proposal was to have a review of these policies on a continuing basis.

   R. Hardt moved to amend the proposal as follows:

   I. That the attached policies for research involving human subjects be implemented for a period of six months.

   II. During this period, the Research Council will summarize changes in activities of the Campus Institutional Review Board and will solicit reactions from interested faculty about their satisfaction with campus policies regulating human subject research.

6.1 (cont'd)

III. Prior to the end of this academic year, the Council will report on their findings to the Senate and make recommendations for future policy.

IV. That this resolution be referred to the President for his approval.

The motion was seconded. A question was raised as to where the onus of responsibility lies. Jeff Cohen was asked to comment on this. He said the only thing that is different from the procedures that the University has been operating under for the past four years is a reduction in the burden on the researcher. After further discussion the motion to amend the proposal carried.

J. Cohen was asked to give a definition of human subjects research. He spoke briefly on the subject. E. Kerr motioned to move the question. It was seconded. Motion to close debate was carried.

6.2 Bill No. 8182-03 - Policy Statement Regarding Official Registration and Recognition of Organized Research Units at SUNY-Albany. In reference to Number 1, section (d) of the bill, W. Hammond suggested correcting the word Vita and substituting the word Vitae. A motion was made to move the previous question. It was seconded and carried. The bill was then passed.

6.3 Bill No. 8182-04 - Maximum Credits of "S" By Selection - N. Gelfand moved to amend the proposal as follows: In Section I, Line 6, following the word credits, delete the words below the 300 level. In line 10, delete the word not and substitute the words only one course for any courses . The amended paragraph would read:

I. That the current policy on S/U grading in courses normally graded A-E be revised as follows:

For graduation, the student is limited to a maximum of 15 credits of S by selection in courses below the 500 level. Of these 15 credits a maximum of six credits may be selected by the student either (a) in the major or minor or combination or (b) in the major or second major or combination. In courses normally graded A-E, students may select S/U grading in only one course at or above the 300 level applicable toward their major or second major or minor requirements.

The motion was seconded. After debate, a vote was taken and the motion carried. The Chairman was asked by two senators to invoke the provisions of Bill 8182-01 and declare the question an academic one. The Chair ruled the issue was of an academic nature and a vote on the amendment by Faculty Senators was held without obtaining the necessary 30 votes. The ruling of the Chair that 30 votes were required was appealed by D. Snow. The appeal was seconded but did not carry. It was moved to close debate. The motion was seconded and carried. The bill as amended was adopted.

The meeting was adjourned at 4:55 p.m.

Report of the Executive Committee

September 23, 1981

For Information:

The Executive Committee has received the resignations of Jack Richtman and Cindy Clark as senators and Dorothy Christiansen as a member of the Council on Promotions and Continuing Appointments.
Also, Dan White has resigned from the Undergraduate Academic Council.

Mina LaCroix joins the Senate as a representative from the Library and Cathryne Sivers of the Educational Psychology Department has been appointed as a senator.

A member of the teaching faculty has inappropriately been named to fill a position of non-teaching faculty on the Council on Research. A recommendation to correct this error will be made at the next Executive Committee meeting.

The Committee has affirmed its intention to enforce existing guidelines concerning attendance of senators at senate meetings. The Chair is discussing the problem with senators who have not been abiding by this policy.

The Committee defeated a resolution to establish a joint council of university center senates.

A proposal for a minority student admission program was referred back to the UAC for clarification.

For Action:

The Committee recommends the appointment of the following individuals to Councils as indicated:

Council on Educational Policy - Joan Savitt, French Department, Humanities and Fine Arts (replacement for Jack Richtman)

Graduate Academic Council - Virginia Ryan--addition to Council as a Graduate Student.

Undergraduate Academic Council - Bonnie Carlson, Social Welfare Department (replacing Dan White in History)

FROM: Neil Gelfand, Chair
Student Affairs Council

FOR INFORMATION

1. The Student Affairs Council held its first meeting on September 17, 1981. The Council set up its various committees as the first order of business. The Committee appointments are as follows:

Committee on Residences

Steven Topal - Chair
Steve Watkins
Steve Gross
Harold Howes
Patricia Rogers
Dave Render
M. Aslam Dar

Financial Aids Committee

Scott Rothenberg - Chair
Phil Gentile
Paul Leonard
Rick Ohlerking
Mary Frances Cotch
Albina Grignon

Committee on Student Conduct

Neil Gelfand
Andrew Weinstock
Vernon Buck
John Bartow

Any person interested in serving on any of these committees should contact Neil Gelfand.

2. Section 5.12 of the Student Guidelines was revised last year to provide for the tape recording of judicial hearings. The Council acted to set up a policy on how these tape recordings shall take place (attached).

3. In recent years, the Committee on Student Conduct has organized late in the academic year. This has led to a case backlog. The Council acted to set up a new selection process for the Committee, which will alleviate this problem (see attached).

4. The Council voiced concern over the lack of lounge space for students to relax in at the University. In particular, many members of the Council were distressed over the removal of the couches in what once was the Library Lounge.

FROM: Rob Rothman, Chairman
University Community Council

FOR INFORMATION

At its first meeting of the year on September 23, 1981, the University Community Council began the process of reviewing its charges. Some of these charges are currently archaic, vague, and too broad in scope, making it impossible for the council to efficiently carry out its responsibilities. In certain instances we are already making arrangements to relieve the council of tasks which should no longer fall under its purview (i.e. revising and editing the Campus Handbook). We must bear in mind that when these charges

STUDENT AFFAIRS DIVISION

OFFICE OF THE DEAN FOR STUDENT AFFAIRS

IMPLEMENTATION OF POLICY ON TAPE RECORDING STUDENT JUDICIAL HEARINGS

1. All student judicial hearings will be taped unless a written request not to tape is submitted to and approved by ODSA.

2. The Chair will begin the tape prior to any discussion of the hearing and make an opening statement to the effect that these proceedings are being taped.

3. The Chair will then state for the record, the time, date, location of the hearing: note any departures from normal procedures; (e.g., Mr. Smith has waived the normal five (5) day notice - his written statement is attached to the form); and begin the hearing in whatever format is normal for the particular board/committee.

4. Everyone present will then be asked to give their name and relationship to the case, e.g., "Jane Smith - board member"' "Tom Jones, witness", etc.

5. In conducting the meeting, the Chair will call upon speakers by name, clarifying when necessary, in order to retain an accurate record of the proceedings.

6. After following their procedures and reaching the end of formal presentations and the question/answer period, the Chair will always ask, "Does either party have any additional information which they wish to present or does either party wish to make any final comments?"

7. At the conclusion of these comments, the Chair will briefly explain that the group will deliberate, reach conclusions and make recommendations. Additional comments as provided for in the group's procedures or bylaws may be included at this time.

8. If a recess should occur, a statement to that effect, noting the time, should be entered and the tape stopped. Resumption of the hearing and the time should be stated as the tape is started again, noting any changes in attendance, etc. This procedure also applies where it is the Board's/Committee's custom to ask all parties to remain available outside the hearing room until it is determined that there are no further questions.

9. The Chair then closes the hearing with the statement: "This hearing is now concluded at _____", and then stops the tape.
   Time

10. No comments or discussion with the parties involved or about the case are to be made until the room is cleared of everyone not involved in the deliberation (Board, Advisor, Secretary/Student Assistant).

11. A review of tapes may be used by the board/hearing officer in the deliberations.

12. Tapes are to be clearly labeled, (name of referred, case number, date of hearing) and forwarded with the other case materials and recommendations to the Office of the Dean for Student Affairs (or Office of Residential Life). Security of the tapes shall be a responsibility of the Board chair, the Advisor, the Secretary/Student Assistant, and the receiving Office.

13. Tapes may be reviewed by the officer reviewing the recommendation.

---over---

NOMINATING COMMITTEE: Committee on Student Conduct

For the past several years, membership of CSC has not been identified until well into the Fall Semester. This has caused significant backlog of work requiring the Committee's attention and prevented timely disposition of both new cases and appeals. This proposal is presented to resolve what has become a major concern which affects the entire campus judicial system.

MEMBERSHIP: 4 Faculty/Staff -- one serves as chair
1 Graduate Student
3 Undergraduates
(Staff to the Committee is provided by ODSA)
Note: The chair is non-voting exempt in cases of tied-vote.

SELECTION PROCESS: An acting committee on Student Conduct (CSC) shall be selected by the nominating committee and named by the Student Affairs Council by April 15 of each year. They shall serve until September of that year, at which time the new Student Affair Council shall be asked to confirm their nominations. Once the membership is approved. the Committee shall serve until replaced the following year.

The nomination committee shall be composed of the chair and one additional representative of the Student Affairs Council (selected by the Student Affairs Council), one representative of the Office of the Dean for Student Affairs (selected by the Dean), and one member of the present (CSC). who is not going to return to the Committee the following year (selected by CSC)).

First. the committee will ask each member of the present CSC if they wish to return. Present members who do wish to return will be discussed by the Nomination Committee and either recommended or not for continuation. This review would take place in early March of each year

After this process is completed the Nominating Committee will determine how many vacanies exist in each representative group. The nominating committee will develop a method for soliciting applicants in each group in an open, publicized manner. The Committee will nominate to Student Affairs Council a sufficient number of individual in each category. A list of those who applied but were not selected will be

REPORT TO THE SENATE

FROM: Sung Bok Kim, Chair
Graduate Academic Council

For Information

The GAC met on September 25. Its six committees were reported to be still in the process of being organized. The following actions were taken by the Council:

1. The GAC resolved unanimously that it send several representatives to the existing teaching awards committee in order to study and propose the procedures and criteria for granting a Presidential award for excellence in graduate teaching. The GAC reserves the right to review the proposed procedures and criteria before they go into effect.

2. The Council considered an appeal from the Chair of the History Department to postpone its scheduled review. I withdrew from the meeting and Professor John Rosenbach assumed the Chair. The Council unanimously passed a motion that the History Department is required to stand for its review this year.

3. Council member Jon Baer, a graduate student, was asked by the Council to submit for discussion some ideas for improving the quality of life for graduate students on this campus.

REPORT TO THE SENATE

October 5, 1981

FROM: Fred W. Ohnmacht, Chair
Council on Promotions and Continuing Appointments

FOR INFORMATION

A meeting of the Council was held on September 25, 1981 with the purpose of clarifying and/or resolving issue and procedure related to the Council's activity. The following items were discussed:

1. The Council's responsibilities as set forth by the Senate.

2. Council role as "Subsequent Academic Review Committee."

3. Operational guidelines for 1981-82.

4. Promotion/Continuing Appointment criteria.

The Council's operational guideline (in final form) will be forthcoming after our next meeting. Presently there are three cases requiring the Council's action.

REPORT TO THE SENATE

October 5, 1981

FROM: Pauline Vaillancourt, Chair
Library Council

FOR INFORMATION

I. At the September meeting, the Council heard the report of the Director:

1. RLG
2. Hawley expansion as a result of Rockefeller College: problems of resources, staffing and space.
3. Cooperation with the New York State Library and SUNY Centers Libraries for resource sharing.
4. Charge for information retrieval
5. Periodical Survey
6. Continuance of Automation

II. Review of charges to the Council - The Council is proposing a change in the wording of the Charge to the Council. This proposal will be presented at the next Executive Committee meeting.

III. The major activities of the Council for this semester will be:

1. Excellence in Librarianship Award
2. Study of the charges for information retrieval
3. Periodical Survey
4. Collection, development and distribution of collections and space options

Accordingly three committees were appointed:

1. Fees and Charges -	F. Feminella, Chair A. Foster
2. Quality of Library Life -	D. Hartzell, Chair H. Bakhru R. Jarvenpa
3. Committee on Collection Development and Deployment	A. Rosenblatt, Chair M. Frinta

It was also decided to re-emphasize the support of the library in its membership in RLG. The Chairman of the Council was directed to send this resolution to the President.

UNIVERSITY SENATE

STATE UNIVERSITY OF NEW YORK AT ALBANY

University Policies for Research Involving Human Subjects

INTRODUCED BY: Council on Research

IT IS HEREBY PROPOSED THAT THE FOLLOWING BE ADOPTED:

I. That the attached policies for research involving human subjects be approved.

II. That this resolution be referred to the President for his approval.

Attachment

University Policies for Research Involving Human Subjects

Rationale:

Research involving human subjects is governed by federal and state regulations, as well as professional standards of ethical conduct. Since 1977, the University has been complying with these regulations by requiring that all human subjects research receive prior review and approval by the University's Institutional Review Board. In January 1981 the federal government published a new set of regulations governing human subjects research. Under the new federal regulations, the government has placed more of the responsibility for insuring the protection of human subjects on the individual institutions. This was done by significantly reducing the scope and requirement of the regulations. New York State law, however, has not been revised and its requirements still remain broad. While the new regulations provide the University with the opportunity to greatly reduce the burden on researchers and on the IRB, the University must take care not to violate the NY State law or to fail to fulfill its responsibility for the protection of subjects.

After carefully reviewing the new regulations, in light of the University's responsibilities and the necessity to remain in compliance with NY State law, the IRB recommended that the University adopt policies that go somewhat beyond the federal regulations in two basic ways. First, although the federal regulations state that they only apply to DHHS-funded research, we should continue to apply the same procedures to all human subjects research, regardless of funding. Second, although the federal regulation exempt broad categories of research, we should not make exemptions, but continue to review all human subjects research. Not all research, however, would need to be reviewed by the full IRB. By reviewing all human subjects research under the same standard, the University can best insure that it is in compliance with all regulations and is fulfilling its responsibility to subjects.

Under the new policies, the IRB will not be reviewing any more research than it did in the past. The new regulations, however, give us the opportunity to reduce the burden of compliance on the researchers. Much of the research which the IRB formerly reviewed (about 80%) will now be eligible for "expedited review." Under this procedure one person, designated by the IRB, would be able to approve these projects without them being reviewed by the full IRB. This will mean much less paperwork and much less delay for the researchers.

These policies are being presented to the University Senate because the university's procedures for reviewing human subjects can no longer be based simply on compliance with regulations, but must now be based on University policy. We therefore request that the University Senate approve these policies and refer them to the President for his approval.

Policy Statement Regarding Official Registration and Recognition of Organized Research Units at SUNY - Albany

1. Decision Rules

The following decision rules shall apply to organized research units affiliated with this university:

(a) No organized research unit may use the university's name, space, services, or resources unless approved by the President of the campus.

(b) No organized research unit may operate outside the supervision of a department chair or academic dean unless the approved organizational plan for the unit places it directly under the supervision of the Vice President for Research.

(c) The university's Council on Research shall advise the Vice President for Research, who in turn shall advise the President on matters relating to the organization, development, evaluation, and termination of organized research units.

(d) An organized research unit shall receive official institutional authorization following a registration procedure that shall include the submission of a statement describing the unit's proposed goals and major activities, financial plan, and standards for evaluation. Vita for faculty members to be involved in the unit's activities must accompany the statement, which shall be reviewed by the Council on Research and the Vice President for Research. The council or the vice president may seek advice from other university groups as judged to be required or appropriate. The vice president shall submit a recommendation to the President for final action (see attached flowchart).

2. Implementation

This policy shall be implemented by the Council on Research and the Office for Research. Proposals for new organized research units shall be submitted to the council through its Committee on Centers and Institutes. The Office for Research will provide staff assistance in developing and facilitating review of proposals and other matters pertaining to such units.

Bill No. 8182-03

UNIVERSITY SENATE

STATE UNIVERSITY OF NEW YORK AT ALBANY

Policy Statement Regarding Official Registration and Recognition of Organized Research Units at SUNY - Albany

Introduced By: Council on Research

IT IS HEREBY PROPOSED THAT THE FOLLOWING BE ADOPTED:

I. That the attached Policy Statement Regarding Official Registration and Recognition of Organized Research Units at SUNY-Albany be approved.

II. That the proposal be referred to the President for approval.

3. Caveat

A number of established units on the campus have recognized status at this time. For these units the Office for Research will insure that it has on file sufficient information to document each center/institute's goals, major activities, financial plan, criteria for evaluation, and vita for participating faculty. Such units will be exempt from the approval process for new centers/institutes as previously described (i.e., steps two through five on attached flowchart).

4. Applicability

This policy aims to provide guidance and direction for securing institutional approval of proposals to establish organized research units affiliated with State University of New York at Albany. The term "organized research unit" is meant to apply to a number of institutional expressions of faculty research interests and expertise including but not limited to centers, institutes, services, and laboratories. The chief purpose of such units is to facilitate and promote research and service activities, as distinct from the university's academic units where faculty and other resources are heavily invested in providing instruction.

Organized research units vary greatly in all aspects of their scope and operation. They may provide focus for a single faculty member's research, or they may help to define a much larger group's collective research capacity; they may be structured around a single research problem, or they may encompass a larger field of inquiry perhaps not represented elsewhere in the university's academic structure. Frequently such units help to facilitate external relations with other research enterprises and grant-funding agencies. Nothing in the design or implementation of this policy should work to constrain the broad variation in purposes, goals, structure, or activities that might be pursued through organized research units affiliated with the university. Rather, the policy seeks to safeguard the diversity of such units as well as the university's reputation for nurturing high-quality research and service.

FLOWCHART DEPICTING PROCESS FOR OBTAINING INSTITUTIONAL ENDORSEMENT OF NEW ORGANIZED RESEARCH UNITS

STEP #1

Proposal, including statement of goals, major activities, financial plan, criteria for evaluation, and vita for participating faculty

STEP #2

Appropriate academic endorsement (i.e., department chair, dean)

STEP #3

Council on Research, through the Committee on Centers and Institutes

STEP #4

Vice-President for Research

STEP #5

Approval of the President

Bill No. 8182-04

UNIVERSITY SENATE

STATE UNIVERSITY OF NEW YORK AT ALBANY

MAXIMUM CREDITS OF "S" BY SELECTION

Introduced by: Undergraduate Academic Council
October 5, 1981

IT IS HEREBY PROPOSED THAT THE FOLLOWING BE ADOPTED:

I. That the current policy on S/U grading in courses normally graded A-E be revised as follows:

> For graduation, the student is limited to a maximum of 15 credits of S by selection in courses below the 500 level. Of these 15 credits a maximum of six credits below the 300 level may be selected by the student either (a) in the major or minor or combination or (b) in the major or second major or combination. In courses normally graded A-E, students may not select S/U grading in any courses at or above the 300 level applicable toward their major or second major or minor requirements.

II. That this resolution become effective for all students graduating in May 1986 and thereafter.

III. That this resolution be referred to the President.

RATIONALE

The proposed revised policy has the effect of (1) changing the number of "S" opted credits from 30 to 15 and (2) restricting the number of "S" opted credits in the major(s) and/or minor to courses below the 300-level. The Committee on Academic Standing surveyed faculty and this proposal is in accord with the results of that survey.

Students have been finding that S/U grading works to their disadvantage when applying to graduate school, professional school, for jobs, etc. Many faculty have been asked to provide "equivalent A-E" grades for these students. Faculty surveyed almost all felt that the 30 credits presently allowed are too many. In actual fact, very few students opt for 30 credits of S/U grading. The UAC feels that no more than one-eighth of a student's coursework should be opted for on a S/U basis. It should be pointed out that this restriction does not apply to courses designated by departments as S/U graded.

Faculty surveyed also felt that it was inappropriate for students to opt for S/U grading in their majors. It was felt that the purpose of S/U grading is to allow students to explore areas outside the major. The committee did not feel, however, that students should be denied the option of taking any courses under S/U grading at the lower division level. Freshman and sophomores might take courses for which they select S/U grading and later decide to major in that area. Consequently, the bill provides for some optional S/U grading in the major at the lower division level, but eliminates the option for courses in the major at the upper division level. Legitimate exploration by students is not hampered, and faculty sentiment regarding A-E grading in the major is supported.

Bill No. 197071-01

UNIVERSITY SENATE

STATE UNIVERSITY OF NEW YORK AT ALBANY

Powers of the University Senate

INTRODUCED BY: Executive Committee

It is hereby proposed that the following be enacted:

I. That because the powers and responsibilities of the Faculty of State University of New York at Albany, all of which, with the exception of specific reservations, the Faculty has delegated to the SUNYA Senate, are vaguely stated as "...the development of the educational program of the University and...the conduct of the University's instruction, research and service programs, subject to the provisions of the New York State Education Law and the Policies of the Board of Trustees" (Article I, Section 3.1), the Senate assumes upon itself the obligation to interpret the extent of those powers and responsibilities. Unless otherwise specifically directed by the Faculty, the Senate will construe its charge (Article I, Section 3.2) in the broadest possible sense.

II. That the Senate assumes that any policy, practice, or condition within the University which in its judgment significantly affects the quality of the institution's legitimate functioning is a proper concern of the Faculty, and hence, of the Senate.

III. That the Senate, recognizing that the powers of the Faculty, and hence, its own, are limited by State Law, by the policies of the Board of Trustees, by the policies of the SUNYA Council, and by the prerogatives vested in the President of SUNYA, assumes that the Faculty properly expects to be consulted regarding any proposed change in these policies and regulations, and hence, the Senate expects to be so consulted.

IV. That, although the Faculty, and hence, the Senate has no authority, beyond that of individual citizenship, for the governance of local, county, state, and national political jurisdictions, some policies and actions of external governmental bodies significantly affect the quality of the University's legitimate functioning, and on such matters the Faculty might properly be expected to register its approval or disapproval, as appropriate. When, therefore, and only when, a situation external to the University is demonstrated to the Senate's satisfaction to affect significantly the quality of the University's functioning, the Senate may appropriately express its approval or disapproval and if circumstances seem so to warrant, will seek endorsement of its action from the Faculty and the student body, through

referendum. It shall be the responsibility of the sponsors of any resolution not calling for changes in the policies or procedures of the University itself to demonstrate, in the text of the proposed resolution, the bearing of the subject matter upon the functioning of the University.

V. That the Executive Committee of the Senate shall not rule on the appropriateness of a proposal brought before it, unless it is acting for the Senate when that body is unable to act. Except in that contingency, the Executive Committee will either refer a proposal to an appropriate Council or place it on the Senate's agenda. A Council may recommend for or against a proposal referred to it, or may propose amendments.

VI. That this bill take effect on October 1, 1970.

MOTION APPROVED - SEPTEMBER 20, 1970

Attended

STATE UNIVERSITY OF NEW YORK AT ALBANY
1400 Washington Avenue
Albany, New York 12222

UNIVERSITY SENATE

UNIVERSITY SENATE

October 5, 1981

3:30 p.m. - CC Assembly Hall

A G E N D A

1. Approval of Minutes
2. President's Report - absent
3. Chairperson's Report - corrected Exec. Comm. minutes re DEC
4. SUNY Senator's Report - 1st meeting 10/23 Fredonia H. McLaren & D. Reeb
5. Council and Committee Reports
   - Undergrad Prog & Procedures
   - Grad Programs & Research
   - Univ. Operations
   - Univ. Programs & Awards
   - Student Life

   Theme for yr - How can quality of acad. experience be improved.
6. New Business
   - 6.1 University Policies for Research Involving Human Subjects
     Bill No. 8182-02 (Research) - amended and passed
   - 6.2 Policy Statement Regarding Official Registration and Recognition of Organized Research Units at SUNY-Albany
     Bill No. 8182-03 (Research) - passed
   - 6.3 Maximum Credits of "S" By Selection
     Bill No. 8182-04 (UAC)
7. Adjournment

UNIVERSITY SENATE

STATE UNIVERSITY OF NEW YORK AT ALBANY
1400 Washington Avenue
Albany, New York 12222

UNIVERSITY SENATE
September 14, 1981
Minutes

The meeting was called to order at 3:30 p.m. in the Alumni House Main Lounge by the Chairman, Harold Cannon.

Michelle McCasland was introduced as the new Senate secretary.

1. Approval of Minutes

Minutes of the April 27, May 4 and May 11 meetings were approved as written.

2. Report of President

Mr. Cannon announced that there would not be a President's report since Mr. O'Leary was unable to attend the meeting.

3. Report of Chairperson

The Chairman referred to the following action items listed in the Executive Committee report:

a. The Senate was asked to confirm the following appointments to Councils:
Council on Academic Freedom and Ethics - Melvin Bers, Economics
Council on Educational Policy - Joseph Woelfel, Rhetoric & Communication and M. Aslam Dar, Graduate Student
Library Council - Aaron Rosenblatt, Social Welfare
Council on Research - Ulrich Mache, German
Student Affairs Council - Sophie Lubensky, Slavic
University Community Council - Hans Pohlsander, Classics
Megan Beidl, Plant

A motion to confirm the appointments was made, seconded and carried.

b. The Executive Committee asked the Senate to confirm action taken by the Committee for the Senate on the following two proposals:

1. Approval of combined BA/MA programs in French, History, Latin, Philosophy, Russian and Sociology.

P. Krosby made a motion to approve the action. B. Wakin seconded the motion. Motion carried.

2. Refusal to accept a proposed minor in International Perspectives and return of the proposal to the Undergraduate Academic Council.

Motion to approve action made by H. Frisch. Seconded by N. Gelfand. Motion carried.

4. Report of Councils

H. Cannon reminded Council Chairs that written reports should be submitted each month prior to the meeting. He asked each Chair to stand and announce their plans for the year and meeting schedules.

4.1 Council on Academic Freedom and Ethics - H. Staley announced that he needs schedules from Council members before the first meeting can be set up. The agenda for the meeting will probably include a review of the Council's charge and approval of committees. They will also review the Guidelines Concerning the Regulation of Relationships Between Members of the SUNY-Albany Community, the U.S. Intelligence Agencies, and Federal and State Police Agencies (a proposal which was introduced to the Senate on May 4, 1981).

4.2 Council on Educational Policy - W. Hammond referred to a written report in the Senate packet and announced that the first meeting would be held on Wednesday, September 16, at 3:30 p.m. in AD 253.

4.3 Graduate Academic Council - S. Kim informed everyone that a meeting of the Council had been held on Friday, September 11, and that he had been elected Chair and Don Arnold had been elected Vice Chair. The Council approved membership of the committees.

4.4 Library Council - P. Vaillancourt said the first meeting has been scheduled for Thursday, September 24, at 9:00 a.m. in UL 123. All future meetings for the year would be scheduled on Thursdays at 9:00 a.m. The agenda for the first meeting would include review of the Council's charge, setting up committees and discussion of major issues which would be addressed during the year.

4.5 Council on Promotions and Continuing Appointments - F. Ohnmacht had nothing to report at this time.

4.6 Council on Research - R. Alba announced the first meeting of the year would be held on Wednesday, September 16, at 2:30 p.m. in AD 227. The Council plans to review university programs and priorities in regard to research and fill vacancies on committees of the Council.

4.7 Student Affairs Council - N. Gelfand reported that their first meeting would be on Thursday, September 17, at 12:45 p.m. He mentioned that anyone interested in serving on committees should contact him.

4.8 Undergraduate Academic Council - Dean Snow announced that a schedule of meetings for the year had been sent to members. The first meeting will be held on September 28, at 3:30 p.m. in SS 388. The following were appointed as Chairs to the committees: Martha Rozett - Honors Committee and Ray Benenson - Teaching Excellence/Advisement Awards. He also informed everyone that Dan White would be resigning from the UAC and that the Council will be asking for a replacement.

4.9 University Community Council - R. Rothman reported that the first meeting was scheduled for Wednesday, September 23, at 3:30 p.m. in CC 373. A meeting schedule for the year will be set up and they plan to review the charge to the Council and discuss policies such as the postal policy.

5. New Business

5.1 Rules of Order - Bill No. 8182-01.- After a brief discussion, a motion was made by B. Wakin to approve the resolution. The motion was seconded by W. Hammond and carried without dissent.

5.2 Proposal Regarding South African Rugby Team Playing in Albany - Student Senators Gelfand, Tierney and Weprin introduced the proposal. N. Gelfand made a motion to approve the resolution. H. Desfosses seconded the motion. Several questions were raised as to whether or not the proposal could be considered as legitimate University Senate business since it was not of an ~~academic nature~~ university concern. Chairman Cannon considered the point to be in order and reminded senators that they could appeal a decision of the Chair if they wished. W. Hammond moved to appeal the decision of the Chair. The motion was seconded but did not carry by a two-thirds vote. The decision of the chair was upheld. The main motion was brought under debate. P. Krosby was asked to ~~resume~~ assume the chair. H. Cannon objected to the third part of the resolution. He felt that we should not encourage constituents to participate in a demonstration which could turn out to be violent. Mr. Cannon resumed the chair. It was moved and seconded that the debate be closed. The motion failed to carry by the required two-thirds vote. Mr. Cannon asked further discussion. Following that, a motion was made to move the question. It was seconded and carried by a two-thirds vote. The main motion to pass the resolution was then passed.

6. The meeting was adjourned at 4:15 p.m.

Next Meeting

University Senate
October 5, 1981
3:30 p.m. - CC Assembly Hall

Report of the Executive Committee

September 23, 1981

For Information:

The Executive Committee has received the resignations of Jack Richtman and Cindy Clark as senators and Dorothy Christiansen as a member of the Council on Promotions and Continuing Appointments, ~~and as a senator.~~ delete Also, Dan White has resigned from the Undergraduate ~~Academic Council~~.

Mina LaCroix joins the Senate as a representative from the Library and Cathryne Sivers of the Educational Psychology Department has been appointed as a senator. Joan Savitt (French) replacement for J. Richtman

~~A member of the teaching faculty has inappropriately been named to fill a position of non-teaching faculty on the Council on Research.~~ A recommendation to correct this error will be made at the next Executive Committee meeting. as per M.B.

The Committee has affirmed its intention to enforce existing guidelines concerning attendance of senators at senate meetings. The Chair is discussing the problem with senators who have not been abiding by this policy.

The Committee defeated a resolution to establish a joint council of university center senates.

A proposal for a minority student admission program was referred back to the UAC for clarification.

For Action:

The Committee recommends the appointment of the following individuals to Councils as indicated: approved

Council on Educational Policy - Joan Savitt, French Department, Humanities and Fine Arts (replacement for Jack Richtman)

Graduate Academic Council - Virginia Ryan--addition to Council as a Graduate Student.

Undergraduate Academic Council - Bonnie Carlson, Social Welfare Department (replacing Dan White in History)

REPORTS TO THE SENATE

October 5, 1981

FROM: W. F. Hammond, Chairman
Council on Educational Policy

For Information

The chairs of the Council's committees are:

Frank Pogue, Evaluation Policy Committee
Paul Marr, Long Range Planning Committee
Doug Windham, Resource Allocation Committee

The Council will approach the Senate in the near future with a proposal to amend its charge to cover planning for construction and development.

The Council is circulating the Report of the Staffing Profile Committee to department chairs for comment.

The Council decided that it does not wish to receive routine reports on program reviews.

FROM: Dean Snow, Chairman
Undergraduate Academic Council

For Action

The UAC recommends approval of the revision of the policy on S/U grading in courses normally graded A-E.

FROM: Richard Alba, Chairman
Council on Research

For Information

The Council's five committees were staffed at the organizational meeting on May 12.

The Council's first meeting of the fall will be held on September 16.

The Council has approved a resolution regarding OR/5 Support for SUNY at Albany proposed by the Co-mittee on Centers and Institutes.

For Action

The Council is proposing two bills for consideration by the Senate:

1. University Policies for Research Involving Human Subjects
2. Policy Statement Regarding Official Registration and Recognition of Organized Research Units at SUNY-Albany

FROM: Neil Gelfand, Chair
→ Student Affairs Council

FOR INFORMATION

1. The Student Affairs Council held its first meeting on September 17, 1981. The Council set up its various committees as the first order of business. The Committee appointments are as follows:

Committee on Residences

Steven Topal - Chair
Steve Watkins
Steve Gross
Harold Howes
Patricia Rogers
Dave Render
M. Aslam Dar

Financial Aids Committee

Scott Rothenberg - Chair
Phil Gentile
Paul Leonard
Rick Ohlerking
Mary Frances Cotch
Albina Grignon

Committee on Student Conduct

Neil Gelfand
Andrew Weinstock
Vernon Buck
John Bartow

Any person interested in serving on any of these committees should contact Neil Gelfand.

2. Section 5.12 of the Student Guidelines was revised last year to provide for the tape recording of judicial hearings. The Council acted to set up a policy on how these tape recordings shall take place (attached).

3. In recent years, the Committee on Student Conduct has organized late in the academic year. This has led to a case backlog. The Council acted to set up a new selection process for the Committee, which will alleviate this problem (see attached).

4. The Council voiced concern over the lack of lounge space for students to relax in at the University. In particular, many members of the Council were distressed over the removal of the couches in what once was the Library Lounge.

FROM: Rob Rothman, Chairman
→ University Community Council

FOR INFORMATION

At its first meeting of the year on September 23, 1981, the University Community Council began the process of reviewing its charges. Some of these charges are currently archaic, vague, and too broad in scope, making it impossible for the council to efficiently carry out its responsibilities. In certain instances we are already making arrangements to relieve the council of tasks which should no longer fall under its purview (i.e. revising and editing the Campus Handbook). We must bear in mind that when these charges

were originally formulated, the University was much smaller. Therefore, the time has come for the council to modify and update its charges.

In discussing what new issues the University Community Council should focus on this year, a recycling drive emerged as a favorite. Keeping in mind the lack of interaction between the university and the surrounding community, this could be the type of vehicle we need to stimulate good will, and at the same time provide a valuable service. Thousands of people drive down Washington Avenue and Western Ave past the campus every day,and might be more than willing to deposit their paper and/or aluminum refuse. In addition, there is a great deal of paper and aluminum waste within the campus itself.

Discussion of these and other issues will be continued at our next University Community Council meeting on Monday, October 19, at 3:30 p.m.

STUDENT AFFAIRS DIVISION

OFFICE OF THE DEAN FOR STUDENT AFFAIRS

IMPLEMENTATION OF POLICY ON TAPE RECORDING STUDENT JUDICIAL HEARINGS

1. All student judicial hearings will be taped unless a written request not to tape is submitted to and approved by ODSA.

2. The Chair will begin the tape prior to any discussion of the hearing and make an opening statement to the effect that these proceedings are being taped.

3. The Chair will then state for the record, the time, date, location of the hearing: note any departures from normal procedures; (e.g., Mr. Smith has waived the normal five (5) day notice - his written statement is attached to the form); and begin the hearing in whatever format is normal for the particular board/committee.

4. Everyone present will then be asked to give their name and relationship to the case, e.g., "Jane Smith - board member" "Tom Jones, witness", etc.

5. In conducting the meeting, the Chair will call upon speakers by name, clarifying when necessary, in order to retain an accurate record of the proceedings.

6. After following their procedures and reaching the end of formal presentations and the question/answer period, the Chair will always ask, "Does either party have any additional information which they wish to present or does either party wish to make any final comments?"

7. At the conclusion of these comments, the Chair will briefly explain that the group will deliberate, reach conclusions and make recommendations. Additional comments as provided for in the group's procedures or bylaws may be included at this time.

8. If a recess should occur, a statement to that effect, noting the time, should be entered and the tape stopped. Resumption of the hearing and the time should be stated as the tape is started again, noting any changes in attendance, etc. This procedure also applies where it is the Board's/Committee's custom to ask all parties to remain available outside the hearing room until it is determined that there are no further questions.

9. The Chair then closes the hearing with the statement: "This hearing is now concluded at _____", and then stops the tape.
   Time

10. No comments or discussion with the parties involved or about the case are to be made until the room is cleared of everyone not involved in the deliberation (Board, Advisor, Secretary/Student Assistant).

11. A review of tapes may be used by the board/hearing officer in the deliberations.

12. Tapes are to be clearly labeled, (name of referred, case number, date of hearing) and forwarded with the other case materials and recommendations to the Office of the Dean for Student Affairs (or Office of Residential Life). Security of the tapes shall be a responsibility of the Board chair, the Advisor, the Secretary/Student Assistant, and the receiving Office.

13. Tapes may be reviewed by the officer reviewing the recommendation.

---over---

14. Tapes will be maintained by the officer who reviewed the recommendation and took action. At the end of the appeal deadline or appeal review, the officer completing the case shall erase the tape(s) so that they can be used for another hearing unless there is some compelling interest and cause for not erasing them. A decision to retain the tapes after this time will be made by the officer completing the case in consultation with the Dean for Student Affairs. Tapes will be retained in the Office of the Dean for Student Affairs.

15. Tapes can be subject to subpoena.

16. Either party may review the tapes with a staff member from the Office of the Dean for Student Affairs.

17. Copies of the tapes may be requested by either party when they are needed for preparation of an appeal or for some other valid reason. The actual cost of reproducing tapes will be charged to the individual requesting them.

Policy approved for immediate implementation.

Neil C. Brown, Jr.
Neil C. Brown, Jr.
Dean for Student Affairs

September 16, 1981
dated

NOMINATING COMMITTEE: Committee on Student Conduct

For the past several years, membership of CSC has not been identified until well into the Fall Semester. This has caused significant backlog of work requiring the Committee's attention and prevented timely disposition of both new cases and appeals. This proposal is presented to resolve what has become a major concern which affects the entire campus judicial system.

MEMBERSHIP:
4 Faculty/Staff -- one serves as chair
1 Graduate Student
3 Undergraduates
(Staff to the Committee is provided by ODSA)
Note: The chair is non-voting exempt in cases of tied-vote.

SELECTION PROCESS: An acting committee on Student Conduct (CSC) shall be selected by the nominating committee and named by the Student Affairs Council by April 15 of each year. They shall serve until September of that year, at which time the new Student Affair Council shall be asked to confirm their nominations. Once the membership is approved. the Committee shall serve until replaced the following year.

The nomination committee shall be composed of the chair and one additional representative of the Student Affairs Council (selected by the Student Affairs Council), one representative of the Office of the Dean for Student Affairs (selected by the Dean), and one member of the present (CSC). who is not going to return to the Committee the following year (selected by CSC)).

First. the committee will ask each member of the present CSC if they wish to return. Present members who do wish to return will be discussed by the Nomination Committee and either recommended or not for continuation. This review would take place in early March of each year

After this process is completed the Nominating Committee will determine how many vacanies exist in each representative group. The nominating committee will develop a method for soliciting applicants in each group in an open, publicized manner. The Committee will nominate to Student Affairs Council a sufficient number of individual in each category. A list of those who applied but were not selected will be

maintained for use during the following year should vacancies occur. It is recommended that this process be implemented during Spring Semester, 1982.

Bill No. 8182-02

UNIVERSITY SENATE

STATE UNIVERSITY OF NEW YORK AT ALBANY

University Policies for
Research Involving Human Subjects

INTRODUCED BY: Council on Research

IT IS HEREBY PROPOSED THAT THE FOLLOWING BE ADOPTED: adopted as amended

I. That the attached policies for research involving human subjects ~~be approved~~ be implemented for a period of 6 months
II/III During the period R.C. will ------
Prior to end of acad. year proposal way to go on this.

IV. That this resolution be referred to the President for his approval.

Attachment

Policies:

I. In accordance with state and federal regulations and the highest standard of ethical conduct, it is the responsibility of the University reasonably to insure that the rights and welfare of human subjects, in research conducted under its auspices, are adequately protected. The primary responsibility for protecting human subjects rests with each individual who initiates, directs or engages in research.

II. In order for the University to fulfill its responsibility, ALL research involving human subjects conducted under the auspices of the University must receive prior review and approval by the Institutional Review Board (IRB), regardless of the source of funding. This includes student research involving subjects from outside the class.

IRB to issue handbook for human subjects research -

A. "Human Subjects Research" is defined as a systematic investigation designed to develop or contribute to generalizable knowledge, which involves the collection of data from or about living human beings. It does not include research utilizing published or publicly available documents or research on elected or appointed public officials or candidates for public office.

Appeals process - under law = to another IRB (IRB's autonomous by law) we have reconsideration policy as appeals mechanism

B. The members of the IRB are appointed by the Vice President for Research. In addition to other requirements of state and federal regulations, the membership of the IRB is composed of individuals of varying backgrounds who are qualified through maturity, experience, and expertise, and the diversity of the members' racial and cultural backgrounds to assure complete and adequate review of activities commonly conducted by the institution, and to insure respect for its advice and counsel for safeguarding the rights and welfare of human subjects. The IRB possesses the professional competence necessary to ascertain the acceptability of proposals in terms of institutional commitment and regulations, applicable law, standards of professional conduct and practice, and community attitudes.

① Law Survey ③ GP Survey ?? C. The determination regarding whether a given activity should be considered human subjects research must be made by the Institutional Review Board or its designee.

② Current Survey

who is a "duly authorized designee" D. Certain categories of research involving little or no risk to subjects need not be reviewed and approved by the full IRB, but, rather, by a duly authorized designee. The IRB shall develop and promulgate appropriate categories of research eligible for this procedure.

III. The IRB shall adopt appropriate procedures to implement these policies. The IRB shall develop all procedures with the advice and counsel of the Council on Research and shall keep the Council informed of any changes in procedures.

Approved by the Council on Research, September 16, 1981.

University Policies for Research Involving Human Subjects

Rationale:

Research involving human subjects is governed by federal and state regulations, as well as professional standards of ethical conduct. Since 1977, the University has been complying with these regulations by requiring that all human subjects research receive prior review and approval by the University's Institutional Review Board. In January 1981 the federal government published a new set of regulations governing human subjects research. Under the new federal regulations, the government has placed more of the responsibility for insuring the protection of human subjects on the individual institutions. This was done by significantly reducing the scope and requirement of the regulations. New York State law, however, has not been revised and its requirements still remain broad. While the new regulations provide the University with the opportunity to greatly reduce the burden on researchers and on the IRB, the University must take care not to violate the NY State law or to fail to fulfill its responsibility for the protection of subjects.

After carefully reviewing the new regulations, in light of the University's responsibilities and the necessity to remain in compliance with NY State law, the IRB recommended that the University adopt policies that go somewhat beyond the federal regulations in two basic ways. First, although the federal regulations state that they only apply to DHHS-funded research, we should continue to apply the same procedures to all human subjects research, regardless of funding. Second, although the federal regulation exempt broad categories of research, we should not make exemptions, but continue to review all human subjects research. Not all research, however, would need to be reviewed by the full IRB. By reviewing all human subjects research under the same standard, the University can best insure that it is in compliance with all regulations and is fulfilling its responsibility to subjects.

Under the new policies, the IRB will not be reviewing any more research than it did in the past. The new regulations, however, give us the opportunity to reduce the burden of compliance on the researchers. Much of the research which the IRB formerly reviewed (about 80%) will now be eligible for "expedited review." Under this procedure one person, designated by the IRB, would be able to approve these projects without them being reviewed by the full IRB. This will mean much less paperwork and much less delay for the researchers.

These policies are being presented to the University Senate because the university's procedures for reviewing human subjects can no longer be based simply on compliance with regulations, but must now be based on University policy. We therefore request that the University Senate approve these policies and refer them to the President for his approval.

Bill No. 8182-03

UNIVERSITY SENATE

STATE UNIVERSITY OF NEW YORK AT ALBANY

Policy Statement Regarding Official Registration and Recognition of Organized Research Units at SUNY - Albany

Introduced By: Council on Research

IT IS HEREBY PROPOSED THAT THE FOLLOWING BE ADOPTED: cmw

I. That the attached Policy Statement Regarding Official Registration and Recognition of Organized Research Units at SUNY-Albany be approved.

II. That the proposal be referred to the President for approval.

Policy Statement Regarding Official Registration and Recognition of Organized Research Units at SUNY - Albany

1. Decision Rules

The following decision rules shall apply to organized research units affiliated with this university:

(a) No organized research unit may use the university's name, space, services, or resources unless approved by the President of the campus.

(b) No organized research unit may operate outside the supervision of a department chair or academic dean unless the approved organizational plan for the unit places it directly under the supervision of the Vice President for Research.

(c) The university's Council on Research shall advise the Vice President for Research, who in turn shall advise the President on matters relating to the organization, development, evaluation, and termination of organized research units.

(d) An organized research unit shall receive official institutional authorization following a registration procedure that shall include the submission of a statement describing the unit's proposed goals and major activities, financial plan, and standards for evaluation. Vitae for faculty members to be involved in the unit's activities must accompany the statement, which shall be reviewed by the Council on Research and the Vice President for Research. The council or the vice president may seek advice from other university groups as judged to be required or appropriate. The vice president shall submit a recommendation to the President for final action (see attached flowchart).

SUNY - details re financial plans

financial plan = best of univ. resources and external funds available - available to all faculty.

2. Implementation

This policy shall be implemented by the Council on Research and the Office for Research. Proposals for new organized research units shall be submitted to the council through its Committee on Centers and Institutes. The Office for Research will provide staff assistance in developing and facilitating review of proposals and other matters pertaining to such units.

3. Caveat

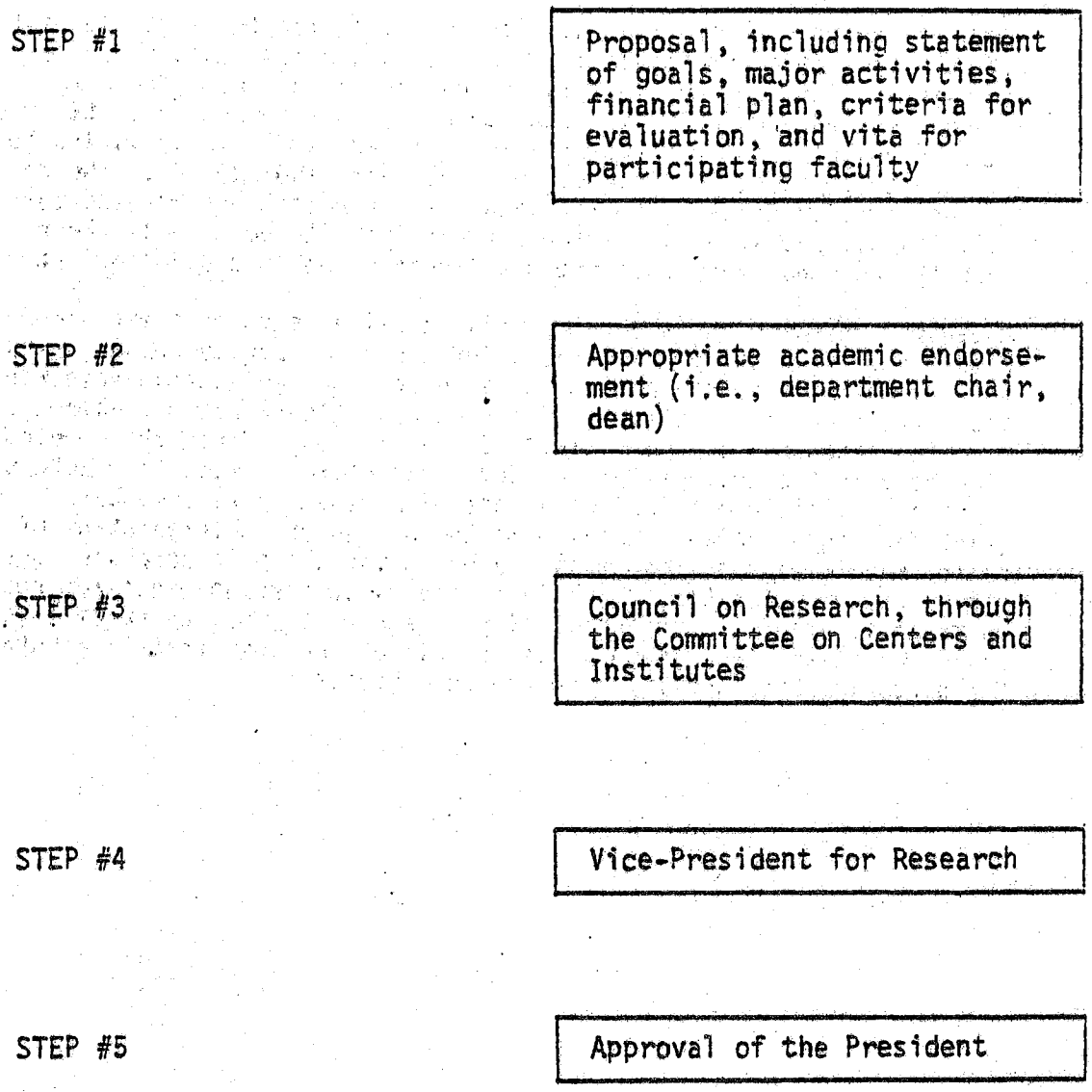
A number of established units on the campus have recognized status at this time. For these units the Office for Research will insure that it has on file sufficient information to document each center/institute's goals, major activities, financial plan, criteria for evaluation, and vita for participating faculty. Such units will be exempt from the approval process for new centers/institutes as previously described (i.e., steps two through five on attached flowchart).

4. Applicability

This policy aims to provide guidance and direction for securing institutional approval of proposals to establish organized research units affiliated with State University of New York at Albany. The term "organized research unit" is meant to apply to a number of institutional expressions of faculty research interests and expertise including but not limited to centers, institutes, services, and laboratories. The chief purpose of such units is to facilitate and promote research and service activities, as distinct from the university's academic units where faculty and other resources are heavily invested in providing instruction.

Organized research units vary greatly in all aspects of their scope and operation. They may provide focus for a single faculty member's research, or they may help to define a much larger group's collective research capacity; they may be structured around a single research problem, or they may encompass a larger field of inquiry perhaps not represented elsewhere in the university's academic structure. Frequently such units help to facilitate external relations with other research enterprises and grant-funding agencies. Nothing in the design or implementation of this policy should work to constrain the broad variation in purposes, goals, structure, or activities that might be pursued through organized research units affiliated with the university. Rather, the policy seeks to safeguard the diversity of such units as well as the university's reputation for nurturing high-quality research and service.

FLOWCHART DEPICTING PROCESS FOR OBTAINING INSTITUTIONAL ENDORSEMENT OF NEW ORGANIZED RESEARCH UNITS



Bill No. 8182-04

UNIVERSITY SENATE

STATE UNIVERSITY OF NEW YORK AT ALBANY

MAXIMUM CREDITS OF "S" BY SELECTION

Introduced by: Undergraduate Academic Council
October 5, 1981

IT IS HEREBY PROPOSED THAT THE FOLLOWING BE ADOPTED:

I. That the current policy on S/U grading in courses normally graded A-E be revised as follows:

> For graduation, the student is limited to a maximum of 15 credits of S by selection in courses below the 500 level. Of these 15 credits a maximum of six credits ~~below the 300 level~~ may be selected by the student either (a) in the major or minor or combination or (b) in the major or second major or combination. In courses normally graded A-E, students may ~~not~~ select S/U grading in ~~any~~ only one courses at or above the 300 level applicable toward their major or second major or minor requirements.

Passed – 25 + 2
Call to faculty = 40% of total = 30
only 25 approved
13 yes

II. That this resolution become effective for all students graduating in May 1986 and thereafter.

III. That this resolution be referred to the President.

RATIONALE

The proposed revised policy has the effect of (1) changing the number of "S" opted credits from 30 to 15 and (2) restricting the number of "S" opted credits in the major(s) and/or minor to courses below the 300-level. The Committee on Academic Standing surveyed faculty and this proposal is in accord with the results of that survey.

Students have been finding that S/U grading works to their disadvantage when applying to graduate school, professional school, for jobs, etc. Many faculty have been asked to provide "equivalent A-E" grades for these students. Faculty surveyed almost all felt that the 30 credits presently allowed are too many. In actual fact, very few students opt for 30 credits of S/U grading. The UAC feels that no more than one-eighth of a student's coursework should be opted for on a S/U basis. It should be pointed out that this restriction does not apply to courses designated by departments as S/U graded.

Faculty surveyed also felt that it was inappropriate for students to opt for S/U grading in their majors. It was felt that the purpose of S/U grading is to allow students to explore areas outside the major. The committee did not feel, however, that students should be denied the option of taking any courses under S/U grading at the lower division level. Freshman and sophomores might take courses for which they select S/U grading and later decide to major in that area. Consequently, the bill provides for some optional S/U grading in the major at the lower division level, but eliminates the option for courses in the major at the upper division level. Legitimate exploration by students is not hampered, and faculty sentiment regarding A-E grading in the major is supported.

STATE UNIVERSITY OF NEW YORK AT ALBANY
1400 Washington Avenue
Albany, New York 12222

UNIVERSITY SENATE

University Senate
Minutes
October 5, 1981

ABSENTEES: V. O'Leary, S. DeLong, J. Hartigan, L. Welch, M. Bers, H. Frisch, W. Cadbury, E. Cowley, U. Mache, H. Pohlsander, J. Woelfel, J. Zubieta, J. Jacklet, S. Ogura, F. Pogue, D. Arnold, M. Salish, F. Femminella, A. Baldwin, A. Cresswell, J. Baer, J. Heaphey, J. Mielke, N. Brown, E. Kelly, W. Kidd, S. Kirk, F. Ohnmacht, C. Scholes, C. Sivers, A. Adelman, M. Askenas, A. Banks, T. Busby, M. Carmen, C. Jandorf

The meeting was called to order at 3:30 p.m. by the Chairman, Harold Cannon.

1. The minutes of the September 14, 1981 meeting were corrected as follows: Under the Reports of Councils, 4.9 University Community Council, the word postal before the word policy should be changed to poster. In 5.2, line 5, it was suggested to put a period after business and delete the words since it was not of an academic nature. The minutes were approved as corrected.

2. Report of the President - H. Cannon announced that the President was unable to attend the meeting.

3. Report of the Chairperson - The Chairman reminded everyone to sign the attendance sheet at the back of the room. The attendance policy will be enforced this year, and if a senator misses more than 50% of the meetings or four consecutive meetings, action will be taken to replace her/him.

   Mr. Cannon said he had three apologies to make:

   a. An apology was made to the Senate for an improper ruling on the resolution regarding the South African Rugby Team, which was made at the September 14 meeting. He referred to Bill No. 1970-71- Powers of the Senate,which was distributed at the meeting. According to Section IV of the bill, the resolution should have been ruled out of order.

   b. He apologized to the SUNY Senators McLaren and Reeb for not calling on them at the September meeting to give a report.

   c. Mr. Cannon apologized to D. Christiansen for an error in the Report of the Executive Committee. Under Information Items, the statement that Dorothy Christiansen has resigned as a Senator is incorrect.

   The Chairman announced that Robert Gibson has been appointed parliamentarian for the Senate.

   He also announced that he would like to see all Executive Committee members after the meeting.

4. SUNY Senator's Report - E. McLaren reported that the SUNY System's Senate had not yet met this year. The first meeting was scheduled for October 30 in Fredonia. He gave a brief review of the operation of the system-wide Senate. He said the system-wide Senate is the official organization by which the Chancellor consults with the Senate. Every school in the SUNY system, with the exception of community colleges, sponsors one or two representatives for the System's Senate at a cost of $1,650 per representative.

   At the meeting in May, the committee structure of the System's Senate was reorganized from 16 committees to 5 committees. Mr. McLaren said that he and D. Reeb are the representatives from this campus and that one of them will be reporting at each Senate meeting.

5. Council and Committee Reports - In addition to the written reports contained in the packet, the following announcements were made:

   Executive Committee - In reference to the Action Item listed in the report, H. Cannon asked for a motion to approve the appointments of individuals to Councils as indicated. Appointments were approved without dissent.

   Graduate Academic Council - N. Gelfand wanted to add that if there were conclusions on how to improve campus life for graduate students, the report should be referred to the Student Affairs Council.

   University Community Council - R. Rothman reported that the next meeting is scheduled for October 19, at 3:30 p.m.

   Library Council - A question was raised about the meaning of the initials RLG in the Council's report. P. Vaillancourt explained that RLG stands for Research Library Group. D. Hartzell was asked to explain the meaning of the "Quality of Library Life". He said it means the quality of everything that affects students coming in and going out of the Library and the ability to handle work and details. The committee is open to suggestions from everyone.

   Council on Academic Freedom and Ethics - H. Staley announced that the first meeting will be held on October 12, at 3:30 p.m. in FA 217.

6. New Business

   6.1 Bill No. 8182-02 - University Policies for Research Involving Human Subjects. Several questions were raised and R. Alba was asked to clarify the intent of the proposal. He stated that the policies that are proposed are already in effect and are the current policies of this University. The intent of the proposal was to have a review of these policies on a continuing basis.

   R. Hardt moved to amend the proposal as follows:

   I. That the attached policies for research involving human subjects be implemented for a period of six months.

   II. During this period, the Research Council will summarize changes in activities of the Campus Institutional Review Board and will solicit reactions from interested faculty about their satisfaction with campus policies regulating human subject research.

6.1 (cont'd)

III. Prior to the end of this academic year, the Council will report on their findings to the Senate and make recommendations for future policy.

IV. That this resolution be referred to the President for his approval.

The motion was seconded. A question was raised as to where the onus of responsibility lies. Jeff Cohen was asked to comment on this. He said the only thing that is different from the procedures that the University has been operating under for the past four years is a reduction in the burden on the researcher. After further discussion the motion to amend the proposal carried.

J. Cohen was asked to give a definition of human subjects research. He spoke briefly on the subject. E. Koli motioned to move the question. It was seconded. Motion to close debate was carried.

6.2 Bill No. 8182-03 - Policy Statement Regarding Official Registration and Recognition of Organized Research Units at SUNY-Albany. In reference to Number 1, section (d) of the bill, W. Hammond suggested correcting the word Vita and substituting the word Vitae. A motion was made to move the previous question. It was seconded and carried. The bill was then passed.

6.3 Bill No. 8182-04 - Maximum Credits of "S" By Selection - N. Gelfand moved to amend the proposal as follows: In Section I, Line 6, following the word credits, delete the words below the 300 level. In line 10, delete the word not and substitute the words only one course for any courses. The amended paragraph would read:

I. That the current policy on S/U grading in courses normally graded A-E be revised as follows:

For graduation, the student is limited to a maximum of 15 credits of S by selection in courses below the 500 level. Of these 15 credits a maximum of six credits may be selected by the student either (a) in the major or minor or combination or (b) in the major or second major or combination. In courses normally graded A-E, students may select S/U grading in only one course at or above the 300 level applicable toward their major or second major or minor requirements.

The motion was seconded. After debate, a vote was taken and the motion carried. The Chairman was asked by two senators to invoke the provisions of Bill 8182-01 and declare the question an academic one. The Chair ruled the issue was of an academic nature and a vote on the amendment by Faculty Senators was held without obtaining the necessary 30 votes. The ruling of the Chair that 30 votes were required was appealed by D. Snow. The appeal was seconded but did not carry. It was moved to close debate. The motion was seconded and carried. The bill as amended was adopted.

The meeting was adjourned at 4:55 p.m.

REPORT TO THE SENATE

November 2, 1981

FROM: Harold Cannon, Chair
Executive Committee

For Information

1. The Executive Committee has appointed Gordon Purrington of Educational Administration to serve on the Commission on Affirmative Action.

2. The Chair reported that he had spoken with three Senators who had missed 50% or more of the Senate meetings.

3. The Executive Committee has asked the Student Affairs Council to review existing policy concerning availibility of names and addresses of students.

4. The Executive Committee also adopted Uniform Guidelines for Chairs of Council Committees and has recommended use of these guidelines by Senate committees.

5. A proposed bill concerning review procedures for individuals being considered for continuing appointment as researchers has been referred back to the Research Council for clarification.

For Action

1. The Executive Committee asks that for this year only, membership on the Research Council be increased by one teaching faculty.

2. The Committee recommends the following appointments to Councils:

— problem of Acad. in Coun. as NTP add one teaching fac. rather than removing academic lib. listed as NTP = Meredith

Student Affairs Council — Edward Cowley, Art Department.

Council on Research — Ronald Stewart, Atmospheric Sciences Research Center.

Undergraduate Academic Council - Larry Ulman, Student.

Coun. on Promotion / Cont. Appt. Aaron Rosenblatt — S. W

Bill No. 8182-05

UNIVERSITY SENATE
STATE UNIVERSITY OF NEW YORK AT ALBANY

Revision in the Charge
to the Library Council

INTRODUCED BY: Library Council
October 19, 1981

IT IS HEREBY PROPOSED THAT THE FOLLOWING BE ADOPTED:

I. That the charge to the Library Council be amended as follows:

Delete the period after the word development and add the following: ; to select candidates for the Excellence in Librarianship Award to be presented to the President.

The charge would then read:

To establish policies for the library and guidelines for its development; to select candidates for the Excellence in Librarianship Award to be presented to the President.

II. That this resolution take effect immediately.

UAC - handles teachin fac. - not in charge to UAC - will be folded into their charge—

passed

Bill No. 8182-06

UNIVERSITY SENATE
STATE UNIVERSITY OF NEW YORK AT ALBANY

Change in Faculty Bylaws

INTRODUCED BY: Executive Committee

The University Senate hereby requests the Faculty to approve the following change in its Bylaws:

Article II, Section 4, paragraph 4.92

Delete the period at the end of the sentence and add the following:

"when approved by a two-thirds vote of the Senators present and voting."

The paragraph would then read:

approved

4.92 *The agenda for each meeting shall permit the introduction of new business at the meeting itself when approved by a two-thirds vote of the Senators present and voting.*

Bill No. 8182-07

UNIVERSITY SENATE
STATE UNIVERSITY OF NEW YORK AT ALBANY

Change in Faculty Bylaws

INTRODUCED BY: Executive Committee

The University Senate hereby requests the Faculty to approve the following changes in its bylaws:

I. Article II, Section 2, paragraph 2.91

Change second sentence to read: This alternate shall be selected in the following order of priority:

The paragraph would then read:

2.91 *Faculty Senators on Leave:*

During the period when a faculty senator is on leave and is absent from the university, his/her seat shall be filled by an alternate. This alternate shall be selected in the following order of priority:

II. Article II, Section 2, paragraph 2.92

Change the third subparagraph to read: When a vacancy is declared, the seat shall be filled in the following order of priority:

The paragraph would then read:

When a vacancy is declared, the seat shall be filled in the following order of priority:

Bill No. 8182-08

UNIVERSITY SENATE

STATE UNIVERSITY OF NEW YORK AT ALBANY

Revision of the Charge
of the Council on Educational Policy

INTRODUCED BY: Council on Educational Policy
October 14, 1981

IT IS HEREBY PROPOSED THAT THE FOLLOWING BE ADOPTED:

I. That Section 1.2 of the Senate's charge to the Council on Educational Policy be changed to read as follows:

1.2 The Council shall have the responsibility for the oversight of campus planning and for the establishment of educational priorities.

ok passed

II. That Sub-Sections 1.21 through 1.26 not be changed.

III. That a new Sub-Section, numbered 1.27, be added as follows:

1.27 The Council shall be consulted on planning for the construction of new campus facilities.

IV. That this resolution take effect immediately.