# SENATE MEETING

September 24, 1984

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ATTENDANCE			
Cochy Benster	Micheledeasy		
Robert & Hoffman	Dick France		
Matthew H. Elbow.	Carol Anderson		
Inin Venstein	Nelson Armlin		
Andrew Digler .	Cathy LaSura		
Donald Birn	W. Comford		
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Martin Hovix	H Hamilton		
WZy Ailetta	Rus Ward		
Jeff Eichner	Joseph Moreheal		
Cue Ho	Roland Minch		
Mark Edwarge 1	Patty Salker		
Miles a Miles	Tudith Ramaley		
Lawo Bresoski	Han Wright		
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J.Z.NITECK	Heil C. Parour		
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Hay Shaffer	J. Louis Melle		
Dan Barkers	Ange Roberty		
John Closan	Daniel Asosto		
Steven A Bubin	Aug Box Kim		
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	Roman Healass V.		
Joe Surmer,	Pat Goars		
	John Hartigan V		

# SENATE MEETING

# September 24, 1984

ATTEND	ANCE
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James F. Gilliam V	
John W. Delano	
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Harok L. Com	
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Steve Randio	
Nancy Belowich 1	
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#### STATE UNIVERSITY OF NEW YORK AT ALBANY 1400 Washington Avenue Albany, New York 12222

# UNIVERSITY SENATE MEETING Monday, September 24, 1984 3:30 p.m. - Campus Center Assembly Hall

(Wine and Cheese)

#### AGENDA

- 1. Approval of Minutes of 4/23/84, 4/30/84, and 5/7/84
- 2. President's Report
- 3. SUNY Senator's Report
- 4. Chair's Report
- 5. Council and Committee Reports
- 6. New Business:
  - 6.1 Bill No. 8485-01 Proposed Combined BA/MA Program in Criminal Justice (UAC/GAC)
  - 6.2 Bill No. 8485-02 Change of Terminology for Professional Employees (Executive Committee)
  - 6.3 Council Membership Vacancies (Executive Committee)



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

# UNIVERSITY SENATE MINUTES September 24, 1984

ABSENT: D. Andersen, A. Baaklini, H. Bakhru, T. Bayer, A. Cali, T. Dandridge,

C. Davis, F. Dembowski, M. Heine, R. Henderson, G. Meyer,

W. Moelleken, J. Molinari, O. Nikoloff, M. Rozett, G. Santoni,

D. Silk, C. Smith, G. Spitze, R. Toseland, A. Weinberg, L. Welch,

R. Wilkinson, A. Zitelli

The meeting was called to order at 3:40 p.m. in the Campus Center Assembly Hall by the Chair, Patricia Rogers.

#### 1. Approval of Minutes

The minutes of April 23 and April 30, 1984 were approved as submitted.

The minutes of May 7, 1984 were approved with one minor correction.

#### 2. President's Report

President O'Leary welcomed everyone to the first Senate meeting of the 1984-85 academic year. He reported that the Summer had been very productive with the following events and changes resulting:

- (1) The campus is moving forward with telecommunications changes.
- (2) Computer facilities have been increased on the campus.
- (3) A new system has been established in the Library to help inventory controls. Space was still an ongoing problem.
- (4) An Albany area celebration was held in honor of author William Kennedy which the University was involved in. The Writers Institute, which evolved from the William Kennedy Grant, was established.
- (5) The School of Education held its 140th year celebration at SUNY Albany. Senator Moynhihan gave a very impressive speech during the celebration.
- (6) The State revenue picture looks very good for the coming year.

University Senate Minutes September 24, 1984 Page 2

#### 3. SUNY Senator's Report

Senator Cannon reported that the SUNY Senate has not yet met. A meeting is scheduled for October 25-27. He briefly reported on the reinstitution of the Chancellors Awards for Excellence.

#### 4. Chair's Report

Patricia Rogers welcomed everyone to the first Fall Senate meeting. She spoke about her background and experience at the University. One endeavor that she would like to work towards is team work within the University Senate.

Chair Rogers then introduced the various officers and staff of the University Senate.

The Chair made the following announcements:

- (1) Bills 8384-12, 13, 14, 15, & 16 were approved by the President.
- (2) On the Senate membership list, three vacancies exist under the College of Humanities and Fine Arts and one under the College of Science and Mathematics.
- (3) The Faculty Forum dates were changed to October 29, 1984 and March 1, 1985.
- (4) Senators were asked to identify themselves when speaking at future Senate meetings.
- P. Rogers also drew attention to the Attendance Policy and other Senate procedures in the packet.

### 5. <u>Councils Reports</u>

- 5.1 EPC F. Frank reported that the Council met on September 17 and organized their committees.
- 5.2 <u>UAC</u> C. LaSusa reported that the UAC held its first meeting on September 20. The Council organized and staffed its committees. They had discussed some of the issues they will be looking at during the year.
- 5.3 GAC In addition to the written report contained in the packet, R. Hoffman reported that the GAC held its first meeting on September 14. The Council had reviewed Bill 8485-01 and moved approval of the bill.
- 5.4 SAC S. Auletta reported that the Council held a meeting on September 10 at which time the committees were organized.

- 5.5 Research G. Hastings reported that the Research Council organized itself last Spring. The Council's Fall meetings were scheduled.
- 5.6 UCC W. Lorang reported that the UCC had met. One of its two committees was set up at that meeting.
- 5.7 CAFE M. Elbow reported that the Council met on September 6.
- 5.8 <u>CPCA</u> W. Lanford reported that the CPCA has not yet met since there has been no business.
- 5.9 <u>Library</u> W. Hammond reported that the Library Council will be looking into two issues this year: the Libraries' circulation and space problems. A recent report on space stated that the Library needs 50 percent more space.

#### 6. New Business

- 6.1 Bill No. 8485-01 Proposed Combined BA/MA Program in Criminal

  Justice (UAC/GAC) C. LaSusa reported that the program conforms to
  the guidelines and she moved approval of the bill. S. Landis
  seconded the motion. There was brief discussion after which the bill
  was voted on and approved.
- 6.2 Bill No. 8485-02 Change of Terminology for Professional Employees

  (Executive Committee) K. Birr moved approval of the bill. F. Frank seconded the motion. P. Rogers stated that the language was in the Faculty Handbook in response to a question raised by R. Gifford. The bill was voted on and approved.

#### 7. Council Vacancies

The following council appointments were voted on and approved:

GAC -

Nancy Bord, School of Business - Teaching Faculty Dorothy Heffernan - Graduate Student

#### Library -

Joseph Sala - Undergraduate Student

#### CAFE -

David Janower, Music - Teaching Faculty

University Senate Minutes September 24, 1984 Page 4

## 8. Change in Attendance Policy

F. Frank moved that the Senate amend the Senate's Attendance Policy on page 28 in the packet to effect a change in the wording to gender neutral. S. Auletta seconded the motion. It was voted on and approved.

The meeting was adjourned at 4:30 p.m. after which refreshments were served.

Respectfully submitted,

Crystal J. Hutchins

Recorder

#### UNIVERSITY SENATE STATE UNIVERSITY OF NEW YORK AT ALBANY

#### 1984-1985 Membership

#### EX OFFICIO SENATORS

Vincent O'Leary, President of State University of New York at Albany

Judith Ramaley, Vice President for Academic Affairs

John Hartigan, Vice President for Finance and Business

Student Affairs

Frank Poque, Vice President for

John Shumaker, Acting Vice President for Research and Educational Development

Lewis Welch, Vice President for University Affairs

#### ELECTED SENATORS

#### Elected: At Large

Jeffrey Berman (1985)

English Dorothy Christiansen (1985) University Library

Gloria DeSole (1985) Affirmative Action

Richard Farrell (1985) Graduate Studies

Kendall Birr (1986)

History

Michele Deasy (1986) Continuing Studies

Francine Frank (1986)

Linguistics

Wendell Lorang (1986)

Institutional Research

Joseph Nitecki, Director of

University Libraries

Patricia Rogers, Chair University Senate

Harold L. Cannon, SUNY Senator (1985)

(Alternate: Robert Gibson)

Anne Roberts, SUNY Senator (1986) (Alternate: Frank Carrino)

> Jonathan Bartow (1987) Education

Nancy Belowich (1987)

Student Affairs

Martha Rozett (1987) Humanities and Fine Arts

Anne Weinberg (1987)

Elected: Humanities and Fine Arts

(1985)Sylvia Barnard (1986) Theatre Classics

(1985)

Sab. (1986)

Wolfgang Moelleken (1987)

Ronald A. Bosco (1987)

German

English

English

Georges Santoni (1985)

French

Slavic

George Hastings (1986)

English

Augustine Zitelli (1987) Hispanic & Italian Studies



Elected:	Science	and	Mathematics

John Dellano (1986) Albert Millis (1987) Hassaram Bakhru (1985) Physics Geology Biology Samuel McGee Russell (1985) James Gilliam (1986) John Molinari (1987) Atmospheric Science Biology Biology William Hammond (1986) (1985)

Mathematics

William Lanford (1986) Physics

#### Elected: Social and Behavioral Sciences

John Logan (1985) Sociology	Donald Reeb (1986) Economics	Donald Birn (1987) History
Robert Hoffman (1986) History	Christopher Smith (1986) Geography	Glenna Spitze (1987) Sociology
Matthew Elbow (1986) History		Russell Ward (1987) Sociology
Elected: Business	Elected: Cont. Studies	Elected: Criminal Justi
Thomas Dandridge (1985)	Stanley Wright (1987)	Robert Hardt (1985)
Roland Minch (1986)		

John Levato (1987)	- Baran - Bara - Baran - Baran
Elected: Education	
Fred Dembowski (1985) Educ. Administration	Nelson Armlin (1986) Alfred Cali (1986) CASDA Educational Administration
Oliver Nikoloff (1985) Educ. Psy. & Statistics	Theodore Bayer (1986) Educ. Psy. & Statistics
Elected: GSPA	Elected: Library Science Elected: Social Welfare

### Abdo Baaklini (1985) Joseph Morehead (1985) Audrey Smith (1987) Ronald Toseland (1987)

## Elected: Libraries

Roman Hedges (1987)

Roger Gifford (1985)

Kay Shaffer (1986)

Carol Anderson (1987)



#### APPOINTED SENATORS

David Anderson

Harry Hamilton

Edward Turner

Mathematics

Atmospheric Science

GSPA

Neil Brown Student Affairs

Sung Bok Kim History

Richard Wilkinson

Anthropology

Helen Desfosses

Afr & Afro/Amer Studies

John Pipkin Geography

#### ELECTED UNDERGRADUATES

Daniel Agosto

-----

Cindy Davis
Jeff Eichner

Mark Heine

Mike Levine

Mark Robarge

Paul Stewart

Andrew Wigler

Suzy Auletta

Eric Dorf

Mitch Feig

Cathy LaSusa

Gil Meyer

Steve Rubin

Vivian Vazquez

Jackie Bernstein

Jackie DuSalt

Martin Glovin

Steve Landis

Mike Miller

Dave Silk

Irwin Weinstein



# UNIVERSITY SENATE STATE UNIVERSITY OF NEW YORK AT ALBANY

#### 1984-85 Council Membership

#### COUNCIL ON ACADEMIC FREEDOM AND ETHICS

Teaching Faculty:

\*Theodore Bayer, Educational Psychology - Education \*Matthew Elbow, History - Social & Behavioral Sciences

Gillian McCombs - University Library

\*Georges Santoni, French - Humanities and Fine Arts

\*Augustine Zitelli, Hispanic and Italian Studies - Humanities

and Fine Arts

Non-Teaching Faculty:

\*Richard Farrell - Graduate Studies

Nanci Gilchrist, Mathematics - Science & Mathematics

Undergraduates:

Brian Van Grol \*Irwin Weinstein

#### COUNCIL ON EDUCATIONAL POLICY

Ex Officio:

Vincent O'Leary, President

Judith Ramaley, Vice President for Academic Affairs
John Hartigan, Vice President for Finance and Business

Frank Poque, Vice President for Student Affairs

John Shumaker, Acting Vice President for Research and

Educational Development

Lewis Welch, Vice President for University Affairs

Dean's Council Appt.:

Daniel Wulff, Deans' Representative

Teaching Faculty:

Thomas Anderson - School of Business

Dean Arden, Computer Science - Science and Mathematics Jarka Burian, Theatre - Humanities and Fine Arts \*Fred Dembowski, Educational Administration and Policy

Studies - School of Education

\*Francine Frank, Linguistics - Humanities and Fine Arts \*Sung Bok Kim, History - Social and Behavioral Sciences James Riedel, Political Science - Graduate School of

Public Affairs

\*Kay Shaffer - University Library

\*Edward Turner, Mathematics - Science and Mathematics \*Russell Ward, Sociology - Social and Behaioral Sciences

Non-Teaching Faculty:

Martin Coffey - Counseling Center

\*Michele Deasy \*Gloria DeSole



Undergraduates:

\*Eric Dorf \*Mitch Feig \*Steve Landis \*Mike Miller Patty Salkin

Graduates:

Sharon Long

#### GRADUATE ACADEMIC COUNCIL

Ex Officio:

Judith Ramaley, Vice President for Academic Affairs
John Shumaker, Acting Vice President for Research and
Educational Development

Teaching Faculty:

\*Abdo Baaklini, Public Administration - Graduate School of Public Affairs

\*Hassaram Bakhru, Physics - Science and Mathematics \*Jeffrey Berman, English - Humanities and Fine Arts

Ruth Fraley - Hawley Library

\*Robert Hardt - School of Criminal Justice

\*Robert Hoffmann, History - Social and Behavioral Sciences
\*John Logan, Sociology - Social and Behavioral Sciences
- School of Business

Non-Teaching Faculty:

\*Nelson Armlin - School of Education

Undergraduates:

Paul David Brown

Graduates:

Robert Henderson

#### LIBRARY COUNCIL

Ex Officio:

John Shumaker, Acting Vice President for Research and

Educational Development

Joseph Nitecki, Director of University Libraries

Teaching Faculty:

Kenneth Able, Biology - Science and Mathematics

\*Sylvia Barnard, Classics - Humanities and Fine Arts

Bruce Dieffenbach, Economics -Social and Behavioral Sciences

\*William Hammond, Mathematics - Science and Mathematics

\*Roland Minch - School of Business

\*Wolfgang Moelleken, German - Humanities and Fine Arts

\*Joseph Morehead - School of Library and Information Sciences Steven Seidman, Sociology - Social and Behavioral Sciences

Max Siporin - School of Social Welfare

Nancy Smith, Music Library - Humanities and Fine Arts

Undergraduates:

Laura Brezosky

Asterisks indicate senators
Italics indicate first-year appointments



#### COUNCIL ON PROMOTIONS AND CONTINUING APPOINTMENTS

Ex Officio:

Judith Ramaley, Vice President for Academic Affairs

Teaching Faculty:

\*Donald Birn, History - Social and Behavioral Sciences William Closson, Chemistry - Science and Mathematics

Ronald Forbes - School of Business

Robert Greene, French - Humanities and Fine Arts

John Gunnell, Political Science - Graduate School of Public

Affairs

\*William Lanford, Physics - Science and Mathematics

\* \_\_\_\_\_ - Humanities and Fine Arts

\*Glenna Spitze, Sociology - Social and Behavioral Sciences

Undergraduates:

John Giarrusso \*Vivian Vasquez

#### COUNCIL ON RESEARCH

Ex Officio:

John Shumaker, Acting Vice President for Research and

Educational Development

Frank DiSanto, Director of Research

Teaching Faculty:

Meredith Butler - University Library
\*Thomas Dandridge - School of Business

Betty Daniel, Economics - Social and Behavioral Sciences

\*James Gilliam, Biology - Science and Mathematics \*George Hastings, English - Humanities and Fine Arts Ronald Ley, Educational Psychology - School of Education \*John Molinari, Atmospheric Science - Science and Mathematics

Robert Obudho, African and Afro-American Studies -

Social and Behavioral Sciences

Non-Teaching Faculty:

Tanya Davis - University Library
\*Stanley Wright - Continuing Studies

Undergraduates:

\*Larry Hartman \*Paul Stewart



#### STUDENT AFFAIRS COUNCIL

Ex Officio:

Frank Poque, Vice President for Student Affairs

Teaching Faculty:

Richard Allington, Reading - School of Education

Michael Barth - School of Business

\*Dorothy Christiansen - University Library \*Martha Rozett - Humanities and Fine Arts

Non-Teaching Faculty:

\*Nancy Belowich - University Library

Claudina Meliti - Center for Undergraduate Education

Thomas O'Brien - Registrar

Patricia Snyder - Student Affairs

Undergraduates:

\*Danny Agosto
\*Suzy Auletta
\*Jackie Bernstein
\*Jeff Eichner
\*Martin Glovin
\*Mark Heine
Sal Perednia

#### UNDERGRADUATE ACADEMIC COUNCIL

Ex Officio:

Judith Ramaley, Vice President for Academic Affairs

Harry Hamilton, Dean of Undergraduate Studies

Teaching Faculty:

\*Carol Anderson - University Library

\*John Delano, Geology - Science and Mathematics

Norman Greenfeld, Psychology - Social and Behavioral

Sciences

Helen Horowitz, Economics - Social and Behavioral Sciences

Andi Lyons, Theatre - Humanities and Fine Arts

Steven Messner, Sociology - Social and Behavioral Sciences

\*Samuel McGee Russell, Biology - Science and Mathematics Morton Schoolman, Political Science - Graduate School of

Public Affairs

Faculty:

\*Jonathan Bartow - School of Education

Richard Collier - Center For Undergraduate Education
\*Anne Weinberg, English - Humanities and Fine Arts

Undergraduates:

\*Cindy Davis
\*Cathy LaSusa
\*Mike Levine
\*Steve Rubin
\*Andrew Wigler

Asterisks indicate senators
Italics indicate first-year appointments

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#### UNIVERSITY COMMUNITY COUNCIL

Ex Officio:

Lewis Welch, Vice President for University Affairs

Norbert Zahm, Director of University Auxiliary Services

James Williams, Director of Campus Security

Teaching Faculty:

Judy Hudson - University Library

Leona Rhenish - PEAR

\*Richard Wilkinson, Anthropology - Social and Behavioral

Sciences

Non-Teaching Faculty:

\*Roger Gifford - University Library

\*Wendell Lorang - Institutional Research

Undergraduates:

\*Jackie DuSault

\*Gil Meyer \*Dave Silk

Graduate Students:

Service Staff: Megan Beidl - Plant

Kathy Shooks - Computing Center



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



# 1984-85 ORGANIZATIONAL UNIVERSITY SENATE Minutes April 23, 1984

The meeting was called to order at 3:35 p.m. in the Campus Center Assembly Hall by the Chair, Patricia Rogers.

#### 1. Announcements

Chair Rogers announced that the purpose of the meeting was to conduct an election for the Chair-elect and Secretary of the Senate. At the April 30 Organizational meeting, the Senate would confirm the nominations of the councils. She also reported that, Cathy LaSusa, a re-elected Student Senator, would participate in the staffing of the councils at the new Executive Committee as a representative on behalf of the students.

#### 2. Election of Chair-elect & Secretary

P. Rogers introduced Dorothy Christiansen from the Library and Kendall Birr from the History Department as the candidates for the Chair-elect of the Senate. There were no nominations from the floor. R. Bosco and C. LaSusa collected and counted the ballots. Kendall Birr was elected as Chair-elect of the 1984-85 University Senate.

The Chair then introduced Michele Deasy and John Levato who were the candidates for Secretary. There being no nominations from the floor, R. Bosco and C. LaSusa again collected and counted ballots. John Levato was the elected Secretary of the 1984-85 University Senate.

P. Rogers reported that the Organizational meetings of the 1984-85 Senate Councils were scheduled for Tuesday, May 8. Copies of the schedule for these meetings were to be available at the April 30 Organizational Senate meeting. She reminded senators who had not submitted council preferences to submit them to her or C. Hutchins and that students submit their preferences to C. LaSusa.

Respectfully submitted.

Crystal J. Hutchins

Recorder





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

#### 1984-85 ORGANIZATIONAL UNIVERSITY SENATE MINUTES April 30, 1984

The meeting was called to order at 3:40 p.m. in the Campus Center Assembly Hall by the Chair, Patricia Rogers.

#### 1. Announcements

The Chair reported that the Faculty Forum was to begin immediately following the Organizational Senate meeting.

- P. Rogers announced that the following materials were available at the door:
- a) 1984-85 Senate Meeting Schedule
- b) 1984-85 Council Membership List
- c) 1984-85 Senate Membership List

She noted that all regularly scheduled Senate meetings begin at 3:30 p.m. and are held in the Campus Center Assembly Hall.

#### 2. Approval of Council Membership

- B. Lanford moved that the recommendation for the council membership for UAC be returned to the Executive Committee. He explained his objection to the staffing of the council was on the basis of propriety and the sparsity of returning senators. The motion was seconded.
- P. Rogers pointed out that she had announced at the April 23 Organizational Senate meeting to permit objections if there were any that C. LaSusa would sit with the new Executive Committee. C. LaSusa then explained that after meeting with P. Rogers and others earlier in the month, it was agreed that she be allowed to sit on the Executive Committee meetings since there was no other representative from the students. She further explained that the best interest of UAC and the Senate was taken into account in any suggestions she made to the committee. She also gave a brief background of the staffing of UAC.
- W. Hammond noted that three of the UAC members were from Social & Behavioral Sciences. He stated that since it was not a good balance from the schools and colleges, he would support the motion to return the membership to the Executive Committee.



1984-85 Organizational University Senate Minutes April 30, 1984 Page 2

The motion to return the nominations for UAC to the Executive Committee was then voted on and failed. The nominations stood as submitted. Senator Cannon moved acceptance of the nominations for all councils.

A vote was taken on the motion to accept the nominations of the Executive Committee for the Senate Councils for 1984-85. It was approved with one vote in opposition.

#### 3. Next Senate Meeting

The Chair announced that the first meeting of the Senate in the Fall was scheduled for September 24, 1984.

#### 4. Adjournment

The meeting was adjourned at 4:00 p.m.

Respectfully submitted,

Crystal J. Hutchins

Recorder





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

# UNIVERSITY SENATE MINUTES May 7, 1984

Absent: R. Alba, A. Baaklini, T. Bayer, T. Benton, P. Blau, E. Block,

K. Chen, W. Closson, N. Cue, F. Dembowski, D. Edbril, R. Farley,

R. Farrell, S. Gawley, J. Gilliam, B. Gummer, H.P. Krosby,

R. Lapidus, R. LeMoiner, P. Leonard, R. Leventhal, A. Loesch,

J. Logan, S. Lubensky, U. Mache, P. Neuhedel, J. Pipkin, M. Salisch,

J. Schnapper, N. Shapiro, W. Simmons, T. Swan, A. Weiner

The meeting was called to order by the Chair, Ronald A. Bosco, at 3:35 p.m. in the Campus Center Assembly Hall.

#### 1. Approval of Minutes

The minutes of March 19, 1984 were approved as submitted.

#### 2. President's Report

President O'Leary reported on several items from the Spring Faculty meeting. The budget approved by the Legislature called for no tuition increase but a dormitory fee would be imposed. He spoke about other budget issues including the bus service, lines that were restored, and the work which the Budget Panel did. The Bus Task Force's final recommendation was that the University should continue to provide bus service between constituent parts and a fee would be imposed unless there was reallocation. Their recommendation was presented to RAC and in turn to the Budget Panel who's final recommendation was to opt for a bus fee since there were no lines available for reallocation. The President stated that he would be making a final decision on recommendation shortly.

The President reported that the proposed Telecommunications system was in the early stages of bidding. Installation is expected for February of 1985.

He expressed his sincere appreciation to the Senate Chair and the councils for their contributions to the Senate and the University community. He also commented that the appointment of Toni Morrison to the Albert Schweitzer Chair was a great achievement for the University, as was William Kennedy's recent accomplishments and both Kennedy and Morrison's collective strengthening of writing with the inauguration of the University's Writers Institute at Albany.



University Senate Minutes May 7, 1984 Page 2

#### 3. SUNY Senator's Report

Robert Gibson submitted a written report which was available at the door: The 77th Regular Meeting of the University Faculty Senate held at Canton Agricultural and Technical College on April 13 and 14, 1984.

Senator Gibson highlighted some of the items from the report. Senator Cannon had been elected to the Executive Committee. Senators who were willing to volunteer for Faculty Senate Committees, mentioned in the report, were requested to notify Senator Cannon by May 15.

Reporting that seven resolutions were approved at the meeting, R. Gibson noted the Early Retirement option bill would apply to SUNY professionals.

#### 4. Council Reports

Chair Bosco drew attention to the reports from Kendall Birr, Chair of the Library Council, on the University Libraries Space Study and from Research Council Chair T. Dandridge on the Proposed Center for Research and Development for any possible questions.

In addition to the written reports contained in the packet, the following report was given:

EPC - F. Frank reported that the Council held its final meeting on May 2. The Council reviewed the proposed Academic Plan for 1985-86. EPC endorsed a report received from LRPC on Goal Statements. A report was accepted from RAC on the budget plan for the 1984-85 fiscal year.

#### 5. New Business

A motion was made to approve that twelve minutes of discussion be allowed for the first item of business. It was seconded, voted on, and approved.

- 5.1 Bill No. 8384-13 Revision of Program Adjustment Process UAC Chair C. LaSusa stated that the policy was the result of the Senate Chair's charge in the early Fall that UAC review the current drop/add process and make recommendations for revision to the Senate. She explained the process that UAC went through before submitting the proposed revision to the Senate and noted the changes.
  - H. Hamilton reviewed the problems of the current process giving examples of particular situations. Speaking in favor of the bill he then referred to the handouts which he distributed containing data and statistics on enrollment, course-dropping, and course completion.
  - S. Barnard spoke against the proposed revision since she felt that it had not been worked up with the full cooperation of the students. She felt that the dropping of courses was necessary for many students.



University Senate Minutes May 7, 1984 Page 3

> A motion was made to extend debate for ten minutes. It was seconded, voted on, and there was a division of the house after which a hand count was taken and the motion did not carry. A motion was then made to refer the bill back to UAC by a student senator. It was seconded. Discussion followed. H. Cannon moved to close debate. The motion was seconded, voted on and there was a division of the house. A hand count was then taken and the motion was approved. The motion to refer the policy back to UAC was then voted on by hand count and was defeated. The Chair then requested that the Chair-elect take the podium so that he could address the issue. R. Bosco then spoke on the proposal. Considerable debate followed. In response to concern over the time allowed for debate in favor of and opposed to the bill, the Parliamentarian stated that the time had been extended to allow for further discussion. H. Cannon moved all matters pending before the body. W. Hammond seconded the motion. A vote was then taken on The bill was approved by 37 to 13 to with 4 abstentions. Bill 8384-13.

A motion was then made by a student senator and seconded to reconsider the bill. W. Hammond raised a point of order regarding how the student senator who made the motion had previously voted. R. Bosco stated that he had voted with the prevailing side. C. LaSusa then spoke regarding reconsidering the bill and expressed her feeling that more time should have been allowed for those opposed to the bill. V.P. Ramaley stated that the comments from H. Hamilton should have been regarded as information rather than part of the time allowed for The Parliamentarian agreed. There was further discussion and an expression of feeling that the bill should be reconsidered. A hand count was then taken to reconsider Bill 8384-13 and was approved. Debate and discussion ensued. Some of those who were against the bill then expressed their concerns. R. Bosco then recognized R. Schaffer who stated that he was speaking as a member of the Executive Committee and not as the President of the Student Association. He felt that there was the possibility of a better solution to the problems addressed by the policy and that there was not enough input from the students. He urged that the policy be referred back to the UAC. Bill 8384-13 was then voted on. A hand count was taken and the bill was approved by a vote of 35 to 13 with two abstentions.

- 5.3 Bill No. 8384-14 Policies Governing Use of Alcohol L. Kerr presented the bill on behalf of the Student Affairs Council. She noted that the intent of the bill was to discourage the abuse of alcohol and spoke in favor of the policy. There was brief discussion after which the bill was voted on and approved.
- 5.3 <u>Bill No. 8384-15 Proposed Dual Master's Degree Program in Criminal Justice (M.A.) & Social Welfare Management (M.S.W.) GAC Chair I. Steen presented the proposed program. The bill was voted on and approved.</u>

University Senate Minutes May 7, 1984 Page 4

- 5.4 Bill No. 8384-16 Proposed Certificate Program in Latin American & Caribbean Studies I. Steen introduced the bill moved by GAC. Senator Elbow raised a question on the number of certificate programs presently in place on the campus to which I. Steen replied that there is currently only one such program. The bill was then voted on and approved by hand count with one abstention.
- 5.5 <u>Bill No. 8384-17 Proposed Combined Major-Master's Program in English (B.A./M.A.)</u> I. Steen moved approval of the bill on behalf of UAC and GAC. It was then voted on and carried.

#### 6. Chair's Report

Prof. Bosco expressed his gratitude to C. Hutchins for her dedication and professionalism as Secretary for the Senate. He then acknowledged those who contributed to governance, and in particular, P. Rogers, H. Cannon, K. Birr, and M. Deasy for their support, council, and professionalism in governance. He also expressed his gratitude to Vice Presidents Ramaley and Pogue for their cooperation and spirit of interest.

#### 7. Adjournment

The meeting was adjourned at 5:05 p.m.

Respectfully submitted,

Crystal J. Hutchins

Recorder

# Reports to the Senate September 24, 1984

FROM: Patricia Rogers, Chair

Executive Committee

## For Action:

The Executive Committee moves that the following council appointments be accepted by the Senate.

### Graduate Academic Council

Nancy Bord, School of Business - Teaching Faculty
Dorothy Heffernan - Graduate Student

#### Library Council

Joseph Sala - Undergraduate Student



# REPORTS TO THE SENATE September 24, 1984

FROM: Cathy LaSusa, Chair

Undergraduate Academic Council

#### FOR ACTION:

The Council moves approval of the Bill No. 8485-01 Combined B.A./M.A. Program in Criminal Justice.

FROM: Robert Hoffmann, Chair Graduate Academic Council

#### FOR INFORMATION:

The Graduate Academic Council met on September 14, 1984, with the following business transacted:

- 1. Council members assigned to committees.
- 2. Council meeting schedule agreed to.
- 3. Council members asked for suggestions on filling Council vacancies, especially with graduate students.
- 4. Proposed B.A./M.A. program in Criminal Justice reviewed with approval.
- 5. Abdo Baaklini named the Council's representative to Committee on International Research Education and Development.

#### FOR ACTION:

The Council moves approval of Bill No. 8485-01 Combined B.A./M.A. Program in Criminal Justice.



## State University of New York at Albany

### $\underline{\mathsf{M}} \ \underline{\mathsf{E}} \ \underline{\mathsf{M}} \ \underline{\mathsf{O}} \ \underline{\mathsf{R}} \ \underline{\mathsf{A}} \ \underline{\mathsf{N}} \ \underline{\mathsf{D}} \ \underline{\mathsf{U}} \ \underline{\mathsf{M}}$

TO:

Patricia Rogers, Chair

University Senate

FROM:

Wendell G. Lorang, Chair

University Community Council

DATE:

September 7, 1984

#### For Information:

The Council had its first meeting of the 1984-85 academic year on Thursday, August 30, 1984.

Two student senators and one faculty senator from the Council were nominated and approved for membership on the Council's Transportation Advisory Committee. The remaining two members were nominated and approved for membership by polling the members by telephone or in person. The committee had its first meeting this Monday.

Two other committees (Public Safety and Parking) are still being formed.

Three members of the Council have met to prepare a recommended charge and composition for a new UCC committee on campus facilities and services.

The Council has the following vacancies: 2 faculty senators, 2 graduate students and one service staff member.



Mise K. Colin



## State University of New York at Albany

MEMORANDUM

DATE:

September 7, 1984

TO:

Executive Committee, University Senate

Student Affairs Council Vice President Ramaley

FROM:

Alice R. Corbin

Director of Judicial Affairs

Office of the Vice President for Student Affairs

RE:

Committee on Student Conduct Summary, 1983-84

This summary is submitted in accordance with Senate Bill #8384-02. The Committee on Student Conduct is a standing committee of the Student Affairs Council. Disciplinary cases forwarded to the Committee for review include: academic dishonesty, graduate students, referrals initiated by University officers, and most cases where students have been suspended pending hearing. In addition, the Committee is responsible for reviewing appeals of University disciplinary action and making recommendations concerning student conduct. The Committeee is composed of teaching faculty, professional staff and students. A member of the Student Affairs staff serves as Executive Secretary.

During 1983-84, twenty-nine (29) cases were assigned to the Committee on Student Conduct. Attachment #1 outlines the nature and resolution of these cases as of the specified date. Nearly all of the cases of academic dishonesty involved plagiarism, cheating on exams or collusion on course projects. Four (4) appeals of suspension of undergraduates were forwarded to the Student Affairs Council for review. All four suspensions were confirmed as a result of those reviews.

It is important to note that there is an on-going need for the Committee on Student Conduct to be available in the summer. During July-August, 1984 members heard three cases of academic dishonesty and reviewed six appeals of disciplinary removal from residence.

I am available for further questions or comments.

cc: Frank G. Pogue Vice President for Student Affairs

Attachment

1983-84

All figures reflect status of cases as of August 24, 1984

## I. Cases assigned to Committee on Student Conduct

	Academic Dishone	esty Non-Academic	Total
Undergraduates		11	20
Graduates	2	7	9
Total	11	18	29

## II. Disciplinary action taken

	Academic Dishonesty		Non-Academic	
	Undergrad.	Grad	Undergrad.	Grad
Not Responsible no action	1			
Judicial Warning	1		-	2
Disciplinary Warning		<del></del>	1	1
Disciplinary Probation	5	-		
Suspension	1	1		
Referral Withdrawn	cinter .	—————————————————————————————————————	1	3
Incomplete	1	1	6	1
	9	2	11	<del>7</del>



# UNIVERSITY SENATE STATE UNIVERSITY OF NEW YORK AT ALBANY

#### PROPOSED COMBINED B.A./M.A. PROGRAM IN CRIMINAL JUSTICE

PROPOSED BY: Undergraduate Academic Council

Graduate Academic Council

September 24, 1984

#### IT IS HEREBY PROPOSED:

- I. That the Combined B.A./M.A. Program in Criminal Justice with the attached requirements be approved and become effective immediately upon registration by the State Education Department.
- II. That this bill be referred to the President for approval.

#### SUNY/ALBANY

#### Combined Degree Program

- Program Title and suggested HEGIS code number: Combined Major-Master's Program in Criminal Justice; HEGIS code number: 2105
- 2. Titles and program code numbers of currently registered programs which are to be combined: BA in Criminal Justice: 82006; MA in Criminal Justice: 03050.
- 3. General requirements for program completion:
  - a. The combined bachelor's/master's degree program in Criminal Justice requires a minimum of 141 credits, of which at least 30 must be graduate credits.
  - b. Total credits required for the combined undergraduate major and graduate program in Criminal Justice is 57 credits, of which at least 30 must be graduate credits.
  - c. In qualifying for the B.A., students must meet all University and school requirements, including the requirements for a minor requirement, the minimum 90 credit liberal arts and sciences requirement, general education requirements, and residency requirements.
  - d. In qualifying for the M.A., students must meet all University and school requirements as outlined in the <u>Graduate Bulletin</u>, including completion of a minimum of 30 graduate credits.
- 4. Specific program requirements:
  - a. Required courses: 200/300 level Criminal Justice courses (12 credits); 400/500 level Criminal Justice courses (9 credits); statistics and methods courses (6 credits); approved undergraduate concentration area (9 credits); Criminal Justice graduate Proseminars (Crj 500, Crj 520, Crj 540, Crj 560) (12 credits) or Criminal Justice graduate Proseminars (Crj 500, 520, 540, 560) (8 credits) and master's research essay (4 credits); Crj 681 Statistical Techniques in Criminal Justice Research (3); Crj 682 Research Design in Criminal Justice I (3).
  - b. Elective courses and credits: graduate courses as advised in areas of specialization (12 credits).
  - c. Number of semesters of full-time study required for program completion:

undergraduate, full-time study graduate, full-time study

7 semesters

2 semesters



- d. Other program requirements:
  - (1) University residency requirements (see page 27 of the Undergraduate Bulletin, 1984-85, SUNYA, and page 13 of the Graduate Bulletin, 1982-84, SUNYA).

#### Admission requirements:

Students may be admitted to a combined degree program at the beginning of their junior year, or after successful completion of 56 credits, but no later than the accumulation of 100 credits. A GPA of 3.2 or higher and three supportive letters of recommendation from faculty are required.

6/12/84 RM

# 25)

# UNIVERSITY SENATE STATE UNIVERSITY OF NEW YORK AT ALBANY

#### CHANGE OF TERMINOLOGY FOR PROFESSIONAL EMPLOYEE

INTRODUCED BY: Executive Committee September 24, 1984

#### IT IS HEREBY PROPOSED:

I. That the University title "Non-teaching Professional," be changed to the term "Professional Employee" in all Senate documents according to the attached rationale.

ATTACHMENT



#### Background

In 1971-72 (Bill 197172-24) the University Senate adopted definitions for the constitutencies represented on campus. Four groups were recognized: teaching faculty, non-teaching faculty and other professionals, service staff, and students.

Over the years the term non-teaching professional (NTP) has been viewed as too restrictive. For one thing, it defines the contributions of a group of people by what they do <u>not</u> do, rather than by what they do. Secondly, it is quite common for NTPs to teach. In a recent report, the professional employees in Academic Affairs recommended that the term NTP be replaced with a term more reflective of the roles that NTPs play on campus.

There is also a SUNY-wide trend for the term NTP to be disregarded. SUNY-Buffalo ceased using the expression "non-teaching professional" six years ago. SUNY-Binghamton followed suit a year later.

The Director of Personnel, Leon Calhoun, Sr., recommends that the campus adopt the term "professional employee" to describe those who are currently called NTPs. In both the Policies of the Board of Trustees and the Agreement between the State of New York and United University Professions, "professional employee" refers to employees in the Professional Service Negotiating Unit other than those with academic or qualified academic rank.

#### Policy

For the purpose of University governance, the following definitions shall apply:

#### A. Teaching Faculty

The term "teaching faculty" shall refer to those members of the Voting Faculty (see Section I of the Faculty By-laws of the State University of New York at Albany) who hold academic or qualified academic rank in one of the colleges, schools, centers or programs at SUNY-Albany. For these purposes, librarians shall also constitute a school and be considered members of the teaching faculty.

#### B. Professional Employees

The term "professional employee" shall refer to all members of the Voting Faculty who do not hold academic or qualified academic rank.

#### C. Service Staff

This constituency is to include all full-time classified and other workers serving the University in clerical, maintenance, sales, food, or other positions not listed as teaching or professional.

#### D. Students

Undergraduate students are defined as those with class years beginning with two digits of a year of graduation or classified as 15, 18, 30, or 31. Graduate students are defined as those students classified as 20 or 21.



# UNIVERSITY SENATE STATE UNIVERSITY OF NEW YORK AT ALBANY

# 1984-1985 Meeting Schedule

EX:	ECUTIVE COMMITTEE	UNIVERSITY SENATE
	September 10	September 24
	October 22	November 5
	November 26	December 10
	February 11	February 25
	March 11	March 25
	April 15	May 6

# 1985-1986 Organizational Meetings

April 22

April 29

# Faculty Forums

October 29

March 1

# UNIVERSITY SENATE STATE UNIVERSITY OF NEW YORK AT ALBANY

### Attendance Policy

The following policy was approved by the Faculty at its meeting on August 29, 1972:

### Article II, Section 2.9 - Replacement of Senators

#### 2.91 Absentee Senators:

The seat of a senator shall be declared vacant in any of the following cases:

- 1. The senator declines to accept his election.
- 2. The senator misses four consecutive Senate meetings.
- 3. The senator misses over fifty percent of the Senate meetings in one academic year.

The Executive Committee of the Senate shall declare when a seat is vacant. In extenuating circumstances the Executive Committee may declare an exception to the rule. In both cases the Executive Committee must report its action to the Senate for its approval.

When a vacancy is declared the seat shall be filled in one of the following ways, to be determined by the Committee on Nominations and Elections:

#### 1. Elected Senators

- a. Designation of the available person with the next highest number of votes in the last previous election from the constituency involved.
- b. If no such person is available, election or appointment by an appropriate body in the constituency involved.

## 2. Appointed Senators

Selection of a new senator by the President.



#### 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.



#### UNIVERSITY SENATE

#### STATE UNIVERSITY OF NEW YORK AT ALBANY

#### Rules of Order

INTRODUCED BY: Executive Committee

In accordance with the Faculty By-laws, Article II, Section 5.23, (The Executive Committee shall make recommendations for improving the operation and maintaining the orderly process of the Senate), the Executive Committee proposed adoption of Bill No. 197374-01. This Bill is an attempt to eliminate some of the confusion which occasionally exists, and to identify past practice in the matter of Council reports. The recommendations are consistent with Roberts' Rules of Order, and clarify selected Senate procedures.

- I. It is hereby proposed that the Senate adopt the following Rules of Order:
  - 1. If a Senate meeting is still in session at 5 p.m., the parliamentarian shall so inform the Chairman. The Chairman will call for an appropriate motion, which might be one of the following:
    - 1.1 To adjourn (implies no topic on the floor).
    - 1.2 To table the current topic until the next regular meeting; to be followed by a motion to adjourn.
    - 1.3 To recess until \_\_\_\_\_ (for example, the following Monday at 3 p.m.).
    - 1.4 To continue discussion until (specific time).
    - 1.5 To move the previous question; to be followed by a motion to adjourn, recess, or continue business until (specific time).
  - 2. That insofar as possible, speakers on a topic be alternated as to their pro or con positions, with the exception that no Senator shall be denied the right to speak at least once during the debate.
  - 3. That Council reports be handled in the following fashion:
    - 3.1 All Council reports shall be submitted in writing and shall clearly distinguish between information and recommendations for action.
    - 3.2 Recommendations for action shall be in the form of a bill and shall be discussed and acted upon under "new business".
    - 3.3 The informational section of a Council report may be questioned while the report is on the floor. If a Senator wishes to challenge any action taken by the Council, he shall do so by making an appropriate motion under "new business".
- II. That this bill take effect immediately.



### UNIVERSITY SENATE STATE UNIVERSITY OF NEW YORK AT ALBANY

Rules of Order

INTRODUCED BY: Executive Committee

In accordance with the Faculty Bylaws, Article II, Section 5.23 (The Executive Committee shall make recommendations for improving the operation and maintaining the orderly process of the Senate), and in order to implement the resolution approved by the Faculty in its meeting of February 24, 1981, the Executive Committee proposes adoption of the following:

- I. Whenever a majority of those Faculty senators present and voting take a position on an academic matter and it does not carry, and whenever these Faculty senators constitute more than 40 per cent of the total Faculty membership of the Senate, the President shall be notified.
  - a. When a vote has been taken on an issue, two or more Faculty senators may seek to invoke the provisions of this standing rule.
  - b. The chair of the Senate shall then determine whether or not the issue is an academic one. The ruling of the chair can be appealed only by a Faculty senator and if an appeal is presented only Faculty senators may vote on the appeal.
  - c. When it has been determined that the issue is an academic one, the chair shall proceed to conduct another vote on the issue.
- II. This bill shall take effect immediately.

This bill was approved at the September 14, 1981 Senate Meeting

#### CLASSIFICATION OF MOTIONS ACCORDING TO PRECEDENCE

	Second Needed	Amend- able	Debat- <u>able</u>	Required Vote	Interrupt Speaker
PRIVILEGED MOTIONS					
(In order of precedence)					
Fix time of next meeting	yes	yes	no <sup>3</sup>	1/2	no
Adjourn	yes	no	no	1/2	no
Recess	yes	yes	$_{ m no}^3$	1/2	no
Question of privilege	no	no	no	ch. <sup>2</sup>	yes
SUBSIDIARY MOTIONS					
(In order of precedence)					
Lay on the table	yes	no	no	1/2	no
Previous question	yes	no	no	2/3	no
Limit debate	yes	yes	no	2/3	no
Postpone to a certain time	yes	yes	yes	1/2	no
Refer to a committee	yes	yės	yes	1/2	no
Committee of the whole	yes	yes	yes	1/2	no
Amend	yes	yes	1	1/2	no
Postpone indefinitely	yes	no	yes	1/2	no
MAIN MOTIONS					
(No order of precedence)					
Main motion for general					
business	yes	yes	yes	1/2	no
Take from the table	yes	no	no	1/2	no
Reconsider	yes	no	Τ.	1/2	yes
Rescind	yes	yes	yes	2/3	no
Make special order of					
business	yes	yes	yes	2/3	no
INCIDENTAL MOTIONS					
(No order of precedence)					
Question of order	no	no	ņо	ch. <sup>2</sup>	yes
Appeal from decision of chair	yes	no	Τ.	1/2	yes
Suspend rules	yes	no	no	2/3	no .
Object to consideration	no	no .	no	2/3	yes
Parliamentary inquiry	no	no	no	ch.	yes
Request for information	no	no	no	ch.	yes
Withdraw a motion	no	no	no	1/2	no

NOTE: 1/2 means one more than half of those voting (simple majority); 2/3 means two-thirds of those voting.

<sup>1.</sup> Debatable only when the motion to which it is applied was debatable.

<sup>2.</sup> Requires only chair's decision; majority vote if appealed from chair.

<sup>3.</sup> Original motion not debatable; amendment debatable.



#### CLASSIFICATION OF SPECIAL MOTIONS ACCORDING TO PURPOSE

	Second	Amend-	Debat-	Required	Interrupt
	<u>Needed</u>	<u>able</u>	<u>able</u>	Vote	Speaker
TO CUIDDINGS DEDATE OF HASTEN ACTION					
TO SUPPRESS DEBATE OR HASTEN ACTION					
1. Previous question	yes	no	no	2/3	no
2. Suspend rules	yes	no	no	2/3	no
3. Limit debate	yes	yes	no	2/3	no
4. Take from the table	yes	no	no	1/2	no
5. Make special order of business	yes	yes	yes	2/3	no
TO DELAY ACTION					
10 DEDAT ACTION					
6. Postpone to a certain time	yes	yes	yes	1/2	no
7. Lay on the table	yes	no	no	$\frac{1}{2}$	no
8. Refer to committee	yes	yes	yes	1/2	no
TO PREVENT ACTION					
9. Object to consideration	no	no	no	2/3	yes
10. Withdraw a motion	no	no	no	1/2	no
11. Postpone indefinitely	yes	no	yes	1/2	no
TO CONSIDER MORE CAREFULLY					
12. Committee of the whole	yes	yes	yes	1/2	no
TO CHANGE A DECISION					
40 m			1	7./0	
13. Reconsider	yes	no		1/2	yes
14. Rescind	yes	yes	yes	2/3	no
TO MAINTAIN RULES AND ORDER					
		22.5		_1 2	
<ol> <li>Question of privilege</li> <li>Question of order</li> </ol>	no	no	no.	$\frac{\text{ch.}^2}{\text{ch.}^2}$	yes
17. Appeal from decision of chair	no yes	no no	no 1	1/2	yes
18. Parliamentary inquiry	no	no	no	ch.	yes yes
19. Request for information	no	no	no	ch.	yes
			<del>1</del> 77.		<b>J</b> —
TO CLOSE A MEETING					
20. Adjourn	yes	no	no_	1/2	no
21. Fix time of next meeting	yes	yes	$\frac{no3}{no3}$	1/2	no
22. Recess	yes	yes	no	1/2	no
		•			

NOTE: 1/2 means one more than half of those voting (simple majority); 2/3 means two-thirds of those voting.

<sup>1.</sup> Debatable only when the motion to which it is applied was debatable.

<sup>2.</sup> Requires only chair's decision; majority vote if appealed from chair.

<sup>3.</sup> Original motion not debatable; amendment debatable.

September 25, 1984

MEMORANDUM

TO:

Members of the University Senate

SUBJECT:

1984-85 Student Guidelines

Please recall that during the Senate meeting of September 24, Dr. Harry Hamilton, who was appointed last year as Information Officer for judicial cases initiated by faculty members, inquired about definitions of disciplinary action. I am pleased to attach a copy of our 1984-85 Student Guidelines and I call your attention to page 8, for a detailed discussion of disciplinary definitions.

This document is approved each year and distributed to members of the campus community.

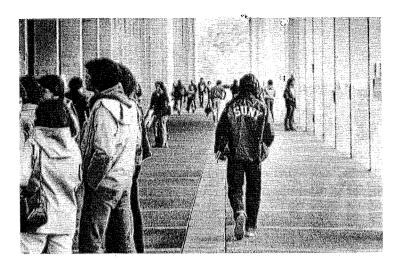
If there are additional questions or concerns please feel free to contact me at 7-7527. You may also contact Alice Corbin, Director of Judicial Affairs at 7-4932.

Frank G. Pogue
Vice President for Student Affairs

cc: Ms. Alice Corbin

# STUDENT GUIDELINES 84 - 85

Distributed on the campus of The University at Albany by the Office of The Vice President for Student Affairs, Student Affairs Division, State University of New York at Albany. Additional copies are available in Administration 129.



### State University of New York at Albany

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#### Preface

The regulations and procedures described herein apply to all student conduct and behavior except that associated with academic performance, academic standing, and associated regulations. Regulations and procedures pertinent to the latter may be found in the official bulletins and other academic publications of the University. Questions of academic

dishonesty and other violations of general regulations which occur in an academic setting may be referred to the University Judicial System. In an effort to encourage greater student invovlement and participation in pertinent matters, and to provide additional avenues for the consideration of student opinion, the University Senate has adopted a series of guidelines for faculty-student consulation. The guidelines outline the methods by which student opinion may be solicited. (Copies of the guidelines may be obtained at the University Senate Office.)

The regulations and procedures relating to student conduct are constantly being reviewed and restated in an effort to present them in an understandable mannner. The sections that follow have been developed after careful consideration of the suggestions presented by students, faculty, and administrative officials, both individually and through organized bodies such as the Student Affairs Council, the Committee on Student Conduct, and the Student Judicial Committee.

The review of these regulations and procedures and necessary changes will continue through the coming academic year.

#### I. Introduction

State University of New York at Albany is an academic community within the society at large. As an entity within the society, it has formulated a code of standards and expectations which the University considers to be consistent with its purpose as an educational institution.

Specific regulations governing the activities and conduct of student groups and individuals should not be comprehensive codes of desirable

conduct; rather they should be limited to the prescription of procedures for meeting the practical, routine requirements of an academic community. They should direct their attention to those acts which chanot be tolerated because they seriously interfere with the basic purposes. necessities, and processes of the academic community, or with the rights essential to other members of that community. By formulating a code of ethics, rules and regulations the University does not absolve each student from accepting responsibility for his or her own behavior. Rather, it reaffirms the principle of student freedom coupled with an acceptance of full responsibility for individual action and the consequences of such action. Students are hereby notified that criminal acts and other violations of local, state and federal laws are sufficient cause for University judicial review and / or disciplinary action. This internal action may be in addition to or in place of action through the criminal or civil courts.

The student is not only a member of the academic community; the student is additionally a member of the larger society and thus retains the rights, protections, guarantees, and responsibilities which are held by all citizens. Although the enforcement of a student's obligations to the larger society is, primarily, the responsibility of law enforcement and judicial authorities duly established for that purpose by the society, the University accepts its responsibility to cooperate with these authorities when a violation of federal, state or local law is under investigation. The University complies with all federal, state, and local statutes. These rules and regulations are on file with State University of New York Counsel's Office.

#### Student Rights

- 1.1. To protect students rights and to facilitate the definition of student responsibilities, a series of guidelines is established:
- **1.1.1.** All regulations shall attempt to reconcile the principles of maximum freedom and necessary order.
- **1.1.2.** All regulations shall be based upon needs which are related to the basic purposes and necessities of the University.

- **1.1.3.** Students shall participate in formulating, reviewing, and revising regulations governing student conduct to the maximum extent feasible.
- dent conduct shall be published and made available to all students; it is the responsibility of the student to become familiar with these regulations.
- **1.1.5.** Judicial procedures and subsequent disciplinary actions for the violation of regulations shall be designed for guidance or correction of behavior.
- 1.1.6. Disciplinary action shall be commensurate with the seriousness of the offense and in conjunction with the total conduct record of the student.

#### **Problem Solving Philosophy**

1.2. Individual students within academic communities sometimes encounter problems of a personal nature that may have an impact not only upon the individual, but upon other members of that community as well. An academic community must develop a philosophy relating to such problems and procedures for attempting their solution.

When State University of New York at Albany is aware of an individual with a problem of any type:

- 1.2.1. An attempt is made to assist the individual to resolve his or her problem. Each situation is reviewed and treated individually. Action concerning particular problem areas is not predetermined.
- 1.2.2. Initially, University resources such as the Student Health Service(which includes psychiatric consultative services), the University Counseling Center and the Financial Aids Office are employed. If resources outside the University are needed, they are used.
- 1.2.3. If in the opinion of the Vice President for Students Affairs (in consultation with University resources, as appropriate), an individual with a problem can accomplish his or her objectives and

those of the University without jeopardizing his or her own health and welfare or that of others, and if appropriate resources are available, he or she is permitted to remain in the University. If this is not the case, the individual may be required to leave the University to seek assistance from non-University agencies. The opinions of student and faculty judiciary bodies are considered when a case involves an infraction of University rules or regulations. The University will consider a student's application for readmission upon the successful resolution of his or her problem.

#### **Temporary Suspension**

1.3. The Vice President for Student Affairs may take action to immediately suspend a student from the University and remove the student from campus when the Vice President for Student Affairs is convinced that the continued presence of such student would constitute a clear danger to the student or to the safety of persons or property on the premises of the University. This suspension is to be temporary pending proper service of charges, referral to the appropriate judicial body, and a review of the temporary suspension by the judicial body. The Vice President for Student Affairs shall provide for an immediate conference on request of any student so suspended with respect to the basis for such suspension. The Vice President for Student Affairs shall call a sub-committee of three members of the Committee on Student Council (at least one of whom shall be a student) as soon as possible to review the grounds for suspension and advise the Vice President for Student Affairs of their opinion as to the appropriateness of the suspension.

#### Freedom and Responsibility

**1.4.** The University is committed to encourage and preserve freedom of inquiry and freedom of expression through the academic community.

Students, like other members of the University, are free within the law to manifest protest and dissent or support and assent in a peaceful,

orderly manner that does not seek to restrain the freedom of expression, inquiry or movement of others. All members of the University have the right of free access to the activities of the institution without physical interference, harassment, or intimidation.

Each member of the University is obligated to behave lawfully, maturely and responsibly, and shares the responsibility of maintaining standards of behavior essential to the orderly conduct of the University's function as an educational instituiton.

Those who disrupt the institution's orderly conduct of its affairs or who obstruct or physically interfere with the rights of others will be subject to suspension or dismissal from the University.

### II. Student Welfare, Student Conduct, and the Disciplinary Program

Section 356 of the Education Law empowers the University Council to, make regulations governing the conduct and behavior of students under the supervision and with the approval of the Board of Trustees of the State University of New York. All programs for student welfare and conduct are entrusted to and administered by the President of State University of New York at Albany on behalf of the University Council. Legal responsibility and obligations rest with the President, who serves as chief administrative officer of the institution.

The specific administration of programs of student welfare is delegated by the President to the Vice President for Student Affairs. Enforcement of standards of behavior, University regulations, recommendations for new policies, or modifications of policies or regulations affecting student conduct and behavior are generally initiated through the Office of the Vice President for Student Affairs. In addition, the Vice President for Student Affairs has jurisdiction over the student judicial system within the University disciplinary program, including the following specific responsibilities:

- **1.** Implementation of the disciplinary program;
- 2. Coordination and initiation of investigations relating to alleged misconduct or violations of regulations;
- **3.** Consultation with adjudicatory bodies on disciplinary matters;
- 4. Serving as liaison with Department of Public Safety and other offices concerned with student conduct. (Although the University's Department of Public Safety bears primary responsibility for law enforcement on the SUNY Albany campus, disciplinary / judicial referrals may result from investigations conducted by and reports to the Department of Public Safety);
- **5.** Implementation of programs and actions to insure safety and welfare.

The breadth and scope of programs of student welfare and student conduct necessarily require the efforts and concern of the University officials, including those members of the professional staff who are directly concerned with activities and programs of student welfare. They accept major responsibility, as designated, in the administration of such programs.

To assist the student in the learning process, the University, through its faculty and professional staff will, in its good judgement, advise and counsel with students and attempt to use informal personal and social techniques to enhance the learning process. The University acknowledges, however, that a more structured and formal system is also necessary in some cases. This system is required when violations of particular University regulations and/or civil law take place. With this in mind, a judicial system exists which takes into consideration involvement of all members of the University community.

Questions related to student conduct, such as those concerned with jurisdiction and referral of cases or clarification of regulations or disciplinary procedures should be

directed to the Vice President for Student Affairs for resolution. That office will consult with the student or faculty body directly concerned with the issue being considered before rendering a final decision.

#### III. Rules and Expectations

The University Coucil is empowered by law to establish regulations governing the conduct and behavior of students.

"In order to encourage, maintain and assure adequate communication with and participation by the administration, faculty, and students...the (University) Council shall act after consultation with the chief administrative head...and with representatives of faculty and students in promulgating or in reviewing and ratifying regulations on student conduct. In the regulations, the council may confer upon student groups, faculty, committees, administrative officers, or combinations thereof appropriate responsibilities concerning the student conduct and behavior." (Guidelines established by the Board of Trustees, Part 500, 500.2(a); July 31, 1967.)

The rules, regulations, and procedures for the maintenance of public order on campuses of the State University of New York, as amended and adopted by the Board of Trustees, are in effect at the State University of New York at Albany. These rules and regulations are distributed at the beginning of the academic year. Additional copies are available from the Office of the Vice President for Student Affairs.

# **University Regulations**

The following regulations are established and set forth as guidelines for student behavior. The University expects that each student will behave lawfully, maturely, and responsibly and that his or her behavior will not be detrimental to the orderly conduct of the University's function as an educational institution. The following actions and/or behavior are expressly prohibited on University-owned or operated property, or on properties under the Student Association or University Auxiliary Services. Violations may result in disciplinary action.

PROHIBITED CONDUCT INCLUDES NOT ONLY COMPLETED ACTIONS BUT ALSO ATTEMPTED VIOLATIONS OF UNIVERSITY REGULATIONS.

#### SAFETY

- **1.a.** Causing a fire or creating a conflagration.
- 1.b. Tampering with safety measures or devices, such as alarm systems, fire extinguishers, exit signs, emergency phone system, smoke and/or heat detectors, fire hoses, etc. or failure to conform to safety regulations such as falsely reporting an incident, failure to evacuate facilities in a timely fashion in emergency situations or in response to fire alarms, inappropriate use of the fire alarm system, and the like.

### FIREARMS AND/OR WEAPONS AND/OR EXPLOSIVES

2. Possession and/or use of firearms or other weapons or explosives, such as fireworks, or possession and/or use of dangerous chemicals except as authorized for use in class, or in connection with University-sponsored research or other approved activities. (Provision has been made to store firearms in the Public Safety Building. The term firearms means rifles and shotguns only. The possession or storage of pistols is expressly prohibited. Those adhering to the provisions for storage would not be in violation of this regulation. Unauthorized possession of a firearm on Universityowned, leased, or operated property is also a violation of the New York State Penal Law.)

#### ABUSE

3. Physical abuse, harassment, intimidation, invasion of privacy of any person, or persistent and/or offensive behavior which constitutes sexual harassment.

#### CONDUCT

1

**4.** Disorderly conduct or lewd, indecent, or obscene conduct or expression.

#### **THREATENING BEHAVIOR**

**5.** Conduct which threatens or endangers the health, safety, or well-being of any person.

#### **ACADEMIC DISHONESTY/ETHICS**

**6.** Behavior including, but not limited to, cheating, fabrication, plagiarism, or use of purchased research service reports without appropriate source notations.

### FORGERY AND/OR FRAUD, AND/OR DISHONESTY

7. Alternation or misuse of University documents, records, stored data or identification; or knowingly furnishing false information to the University.

#### **UNIVERSITY PROPERTY DAMAGE**

**8.** Removal or destruction or damage of University property, or of property under University administration and/or supervision.

#### DAMAGE TO PROPERTY OF OTHERS

**9.** Destruction of or damage to the property of others on University premises or at University-sponsored activities.

#### THEFT AND/OR POSSESSION

**10.** The theft of property and/or services; possession of stolen property.

#### UNAUTHORIZED ENTRY OR USE

11. Unauthorized entry to, or use of University facilities or property, or of property belonging to individuals or University-recognized groups or corporate entities.

### OBSTRUCTION AND/OR DISRUPTION

12. Obstruction or disruption of University activities including, but not limited to, teaching, research, administration, disciplinary procedures, or other authorized activities, including public service functions.

### ORGANIZATION AND EVENT REGISTRATION

13. Failure to comply with policies or regulations governing the registration of student organizations, events on campus, and use of University facilities.

#### **COMPLIANCE**

14. Failure to comply with the directions of an authorized University official and/or staff member acting in the performance of his or her duties or other person responsible for a facility or registered function acting in accord with those responsibilities. (This person must identify himself or herself and state the reason for the direction.)

#### **CONTRACTUAL OBLIGATIONS**

15. Failure to honor all contracts with and debts to the University (including terms and conditions of the residence license), University Auxiliary Services, and Student Association.

#### DRUGS

**16.** Possession, use, or distribution of a controlled substance or dangerous drugs, except as expressly permitted by law.

#### **ALCOHOL**

17. Violation of University regulations governing the use of alcoholic beverages; policy available in the Office of Student/University Activities and Office of Residential Life.

#### SMOKING

**18.** Violation of University policies governing smoking in classrooms, laboratories, lecture halls, libraries, museums, theaters, dining areas, and other facilities except in separate smoking areas as designated. The policy statement and violation forms are available in the Office of the Vice President for Student Affairs.

#### **LIBRARIES**

19. Failure to comply with University policies governing the use of libraries, available at the Main Desk, University Library.

#### **VEHICLES**

**20.** Violations of University policies and regulations governing the possession or use of motor vehicles on campus or violations of parking regulations published by the Department of Public Safety.

#### IV. The Student Judicial System

ASSISTANCE/RESOURCES FOR STUDENTS:

Students wishing to discuss matters pertaining to the judicial system may inquire at the Office of the Vice President for Student Affairs. Other resource persons on campus include: Residence Hall Assistants, Residence Hall Directors, Area Coordinators, Judicial Board Advisors, and the Student Association Attorney.

In keeping with the University's philosophy of encouraging student participation in the governance of the institution, provision is made for student involvement in the adjudicatory system. Several judicial bodies function within a special jurisdictional realm and level. Campus judicial bodies are advised by professional staff of the Student Affairs Division and by other staff and faculty as authorized by the Vice President for Student Affairs.

The Office of the Vice President for Student Affairs ultimately bears responsibility for the disposition of all cases. Options available to the Office of the Vice President for Student Affairs include:



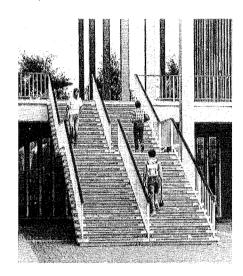
- 1. referral to existing judicial boards or committees;
- 2. creation of an appropriate "ad hoc" committee
- 3. assignment of the case to a hearing officer.

Each judicial board, committee or hearing officer is authorized to recommend to the Office of the Vice President for Student Affairs disciplinary action in response to cases which it considers. After careful review and consideration, the Office of the Vice President for Student Affairs shall act upon the recommendation. If the recommendation cannot be accepted as submitted, it will usually be returned to the judicial board, committee, or hearing officer for reconsideration or further justification. Each judicial board, committee, or hearing officer is authorized to recommend judicial level action in response to cases which do not warrant University ac-

A copy of each judicial referral will be filed with the Office of the Vice President for Student Affairs (or the Office of Residential Life for the residence- based cases) prior to the actual hearing. Prior to forwarding the referral to an appropriate judicial board, committee, or hearing officer, the Office shall notify the subject(s) of the referral that a referral has been processed. A summary of the case and the recommendation by judicial board, committee, or hearing officer for University action will be provided to the Office of the Vice President for Student Affairs for review and action. In cases where judicial level action is being recommended, the judicial board, committee, or hearing officer should include the original copy of all materials with the case summary and recommendation to the Office of the Vice President for Student Affairs or the Office of Residential Life for residence-based cases for review and transmitted to the student should the recommendation be accepted. Any student may request the Vice President for Student Affairs to review the case with him or her upon its conclusion.

- 4.1 Quadrangle Judicial Committee: Each residence quadrangle board is authorized to establish a judicial committee to consider cases of violation of University regulations which occur within the area of the residence quadrangle. The judicial body is established in a manner prescribed by the quadrangle board constitution.
- 4.2 University Student Judicial Committee: The Student Association is authorized to establish an all-University student judicial committee which generally considers cases involving violations of University regulations which occur on University-owned or-operated property, but outside of the confines of the residence quadrangles, where such quadrangles have established a duly recognized judicial body. In addition, the University Student Judicial Committee shall serve as the appeal body for cases heard by the quadrangle judicial committee, when such cases have involved action other than University disciplinary action and the appeal is being requested by the individual against whom the initial complaint was made. The University Student Judicial Committee shall be established in a manner prescribed by the Student Association.
- 4.3 Committee on Student Conduct: The Committee on Student Conduct. a committee of the Student Affairs Council of the University Senate, may serve as a primary hearing body in cases that are considered to be serious in nature or in the cases which involve graduate students. Recommendations resulting from cases where this committee is the primary hearing body may be appealed to the Student Affairs Council. The committee serves as an appeal body for those cases in which University disciplinary action has been taken, or in which judicial level action is being appealed by the individual who made the initial complaint, and may recommend to the Office of the Vice President for Student Affairs a revision of action previously recommended. Further, the committee considers, reviews, and recommends policies, pro-

- cedures, and regulations relating to student conduct.
- 4.4 The Residence Review Board:
  The Residence Review Board is
  composed of full and part-time
  residence staff members. It is exclusively concerned with alleged
  violations of the residence license.
  The Residence Review Board shall
  operate in a manner consistent with
  the procedures outlined below.



### V. Description of Disciplinary Procedures

In order to assure the basic concept of procedural fairness in disciplinary cases, a series of guidelines has been established relating to hearings, appeals and records of disciplinary proceedings.

- **5.1** Disciplinary hearing procedures: Each judicial board, committee, or hearing officer should formulate such procedures to assure a fair and just hearing before an impartial body, with due consideration to the following principles:
- **5.1.1.** The judicial board, committee, or hearing officer should give appropriate advance notice of the charges against the student, in writing, to insure that he or she may adequately prepare for such hearing. The notice should clearly indicate the offense with specifice reference to the violated regulations, and should indicate the time and place of the hearing. The notification should be received by the student at least five calendar days prior to the hearing.

- 5.1.2. The hearing should not be considered to be a formal legalistic trial. Rather, the hearing judicial board, committee, or hearing officer should examine all relevant facts and circumstances presented at the hearing and seek to reach an equitable decision. It shall be the initial responsibility of the hearing officer or chair of the judicial board or committee to insure the relevancy of testimony. A tape recording will be made of the proceedings unless a request not to do so is received and approved by the Office of the Vice President for Student Affairs three (3) days prior to the hearing. If approved, a written record of the hearing will be made.
- **5.1.3.** At the hearing the student being referred and the party making the referral should have ample oppor-

tunity to explain the circumstances surrounding the incident and are encouraged to present pertinent evidence and the testimony of witnesses in person. In addition, both parties should be afforded opportunity to ask questions of any witnesses who appear and to comment on any written statements or other evidence presented, and to respond to questions. Further, both parties have the right to be assisted in their presentation by an advisor of their choice. (The "advisor" referred to may be a lawyer; the advisor may speak privately to the advisee during the proceedings. Either party may request a brief recess to consult with her or his advisor). At no time during the hearing, however, will such advisor be permitted to speak for the advisee.



- **5.1.4.** No member of the hearing judicial board or committee or the hearing officer should be either a witness against the student or a person previously engaged in formulating the charge or in presenting material relating to the case.
- 5.1.5. Both parties will be notified in writing, by the Office of the Vice President for Student Affairs of the final decision and of the right to appeal except in cases resulting in "judicial level" action in which case the judicial board, committee, or hearing officer shall notify the individuals in writing of the decision and of their right to appeal after their recommendation has been accepted by the Office of the Vice President for Student Affairs (or the Office of Residential Life for residence-based cases).
- 5.1.6. The student may waive in writing, to the Office of the Vice Presidnet for Student Affairs, the requirements of a hearing. In such case, the hearing judicial board, committee or hearing officer will consider the evidence available and base its decision upon a consideration of such evidence. If a student does not waive the requirements of a hearing but does not appear at the scheduled hearing after appropriate notice, the case will be considered by the hearing judicial board, committee or hearing officer and a decision rendered in the student's absence.
- 5.1.7. Either party may request in writing, to the Office of the Vice President for Student Affairs, that his or her case be considered by a hearing officer appointed by the office in lieu of a hearing before a judicial body. The justification provided to support the request will be considered by the Office of the Vice President for Student Affairs and a decision rendered. Such a request does not preclude appeal by either party of the decision resulting from this hearing.
- **5.1.8.** When both the referred student and the person making the referral agree on the facts in an incident and both parties agree to waive the re-

- quirement of the usual hearing procedures, they may request a review of the case and implementation of a disciplinary decision by the Office of the Vice President for Student Affairs. The request for this procedure should be in the form of a joint memorandum to the Office of the Vice President for Student Affairs. This memorandum should be submitted along with the judicial referral form. The Office of the Vice President for Student Affairs will schedule a review as quickly as possible. The appeal rights of both parties remain unchanged.
- 5.2 Appeal Procedures: Where stipulated certain judicial boards, committees, and individuals will also serve to handle appeals for cases heard at a lower level. Both the student being referred and the right to one appeal of a disciplinary decision. The act of filing an appeal usually postpones the action required by the initial decision until the appeal process is completed.
- **5.2.1.** Said person must appeal the action in the case within ten days of receiving notification of such action. An extension of this deadline may be requested in writing to the Office of the Vice President for Student Affairs to accommodate periods of University recess or for other extenuating circumstances. The appeal must be directed through the Office of the Vice President for Student Affairs to the judicial board, committee or individual designated to act in an appeal capacity for this case.
- **5.2.2.** The individual seeking the appeal must indicate the specific bases or reasons for his or her appeal, in writing. The appeal statement should be of sufficient detail to permit the evaluation of the merit of the grounds for appeal.
- **5.2.3.** The appeal board, committee, or individual will consider the written statement of appeal and recommend action to be taken. The individuals involved will receive written notification of the decision by the Office of the Vice President for Student Affairs
- **5.2.4.** Appeal hearings will follow the

procedures already established (See 5.1.).

### VI. Description of Disciplinary Action

Each judicial board, committee, hearing officer, or mutual consent officer shall determine the innocence or guilt of the student whose case is being heard. The judicial board, committee, hearing officer, or mutual consent officer may determine innocence and recommend no disciplinary action. If guilt is determined to some or all the charges, the appropriate sanction(s) should be recommended.

- 6.1. Judicial Level Action: In some cases a judicial board, committee, hearing officer, or mutual consent officer may recommend that some action be taken other than University disciplinary action. There is no notation made of such action in the student's permanent record file. This information will be made available. however, for use in establishing an appropriate disciplinary recommendation should the student be found responsible for any subsequent violations of University regulations which occured during the effective period of the judicial level action.
- **6.1.1.** Judicial Level Letter of Warning: Issued to a student to indicate that past behavior was in violation of University regulations. Changes in behavior are expected.
- **6.1.2.** Restitution: When deemed appropriate the judicial board, committee, hearing officer, or mutual consent officer may also recommend restitution for damages done or other payment for expenses incurred as a result of the student's behavior.
- **6.1.3.** "Community Service": The judicial board, committee, hearing officer, or mutual consent officer may recommend appropriate community service in lieu of or in addition to other action.
- **6.2 University Action:** Taken to indicate to a student that past behavior was a serious violation of University regulations. Changes in behavior are expected. Further violations may

result in more serious disciplinary action. Information concerning previous disciplinary action which is still in effect at the time of any subsequent violations for which the student is found responsible will be made available to the judicial board. committee, hearing officer or mutual consent officer as it is determining the appropriate level of disciplinary action to be recommended for the subsequent violation. A copy of the letter notifying the student for the disciplinary action will be placed in the student's permanent record file for a stated minimum period of time. After the stated minimum period of time, the student has the right to request a review of her or his conduct record and removal of the letter from his or her permanent record file. The details of circumstances leading to the action are not placed in the students folder, but are kept separately under the control of the Vice President for Student Affairs. Where circumstances are of such nature as to require privacy and confidentiality, the note will be placed in the private file of the Vice President for Student Affairs. These notes are available only to the Vice President and his or her substitute.

- **6.2.1.** Disciplinary Warning: Indicates to a student that his or her behavior is in violation of University regulations or standards.
- **6.2.2.** Disciplinary Probation: A more stringent warning issued in response to more serious or frequent violations of the University regulations. The probationary status is generally issued for a stated period of time and may include specific restrictions on the student.
- **6.2.3.** Residence Hall Probation: Places the student on probation in University residence for a stated period of time. This is in response to violations of University regulations or residence policies.
- **6.2.4.** Disciplinary Removal from Residence: Removes the student from University-operated residence halls on either a permanent or temporary basis. This is a more stringent action, usually taken in response to

serious or repeated violations of University regulations. In the event that this action is for a stated period of time, the student may apply, at the end of the period, for housing in University residence halls. Specific restrictions in relation to residence halls may also be included.

- **6.2.5.** Disciplinary Suspension: Separates the student from the University for a stated minimum period of time. At the end of the period the student may apply for readmission. The statement "Suspension-Disciplinary" appears on the Undergraduate or Graduate record.
- **6.2.6.** Disciplinary Dismissal: Permanently separates the student from the University. The statement "Dismissal-Disciplinary" appears on the Undergraduate or Graduate record.
- **6.2.7.** Restitution: When deemed appropriate, the judicial board, committee, hearing officer, or mutual consent officer may also recommend restitution for damages done or other payment for expenses incurred as a result of the student's behavior.
- **6.2.8.** Community Service: Appropriate community service may also be recommended in lieu of, or in addition to, other University action.
- 6.2.9. Parental Notificaiton: Typically, a parent or guardian is notified of any disciplinary action (listed under section 6.2 University Action) when the student is under 21 years of age. Exceptions to this policy will be considered by the Office of the Vice President for Student Affairs providing the student satisfactorily documents financial independence (as defined in Section 152 of the Internal Revenue Code) or submits a written request detailing substantial reasons why the parent or guardian should not be informed.

### UNIVERSITY SENATE COUNCIL CHAIRS

#### 1984 - 1985

Educational Policy Council - Francine Frank

Graduate Academic Council - Robert Hoffmann

Undergraduate Academic Council - Cathy LaSusa

Student Affairs Council - Suzy Auletta

Research Council - George Hastings

University Community Council - Wendell Lorang

Council on Academic Freedom and Ethics - Matthew Elbow

Council on Promotions and Continuing Appointments - William Lanford

Library Council - William Hammond

1983-84

All figures reflect status of cases as of August 24, 1984

### I. Cases assigned to Committee on Student Conduct

	Academic Dishonesty	Non-Academic	Total
Undergraduates	9	11	20
Graduates	2	7	9
Total	11	18	29

### II. Disciplinary action taken

	Academic Dishonesty		Non-Academic	
	Undergrad.	Grad	Undergrad.	Grad
Not Responsible no action	1	. <del>-</del>	-	-
Judicial Warning	1	-	-	2
Disciplinary Warning	-	-	1	1
Disciplinary Probation	5	<del>.</del>		
Suspension	1	1	3	
Referral Withdrawn	<b>to</b>		1	3
Incomplete	1	1	6	1
	9	2	11	7



#### FACULTY FORUM

October 29, 1984 3:30 P.M.

#### $\underline{A} \ \underline{G} \ \underline{E} \ \underline{N} \ \underline{D} \ \underline{A}$

- 1. J. Ramaley Budget and current administrative structuring.
- 2. L. Welch and F. Frank ROTC.
- 3. H. Hamilton Drop/add policy.
- 4. A. Corbin Student Conduct Committee.
- 5. J. Shumaker Library space.



#### UNIVERSITY SENATE MEETING

Monday, November 5, 1984

3:30 PM - Campus Center Assembly Hall

#### AGENDA

- 1. Approval of Minutes of September 24, 1984.
- 2. President's Report.
- 3. SUNY Senators' Report.
- 4. Chair's Report.
- 5. Council and Committee Reports.
- 6. New Business
  - 6.1 Senate and Council Membership Changes.



# UNIVERSITY SENATE MINUTES November 5, 1984

Absent: Agosto, D., Andersen, D., Armlin, N., Bartow, J., Bayer, T., Belowich, N., Brown, N., Cali, A., Christiansen, D., Dandridge, T., Davis, C., Dembowski, F., Desfosses, H., Dorf, E., Farrell, R., Feig, M., Glovin, M., Hedges, R., Heine, M., Henderson, R., Levato, J., Levine, M., Logan, M., McGee Russell, S., Meyer, G., Millis, A., Moelleken, W., Molinari, J., Nikoloff, J., Reeb, D., Robarge, M., Rozett, M., Silk, D., Smith, C., Stewart, P., Welch, L.

The meeting was called to order by the Chair, Pat Rogers, at 3:40 p.m. in the Campus Center Assembly Hall.

#### 1. Approval of Minutes

The minutes of September 24, 1984 were approved with the correction on page 2, item #5 of the President's Report: 100th should be 140th.

#### 2. President's Report

Judy Ramaley, Acting President, gave the following report.

Changing Staff Opportunities. President Ramaley reported that considerable progress is being made in staff development throughout the institution, resulting in the use of staff in new and challenging ways. Several recent staffing changes include:

Leif Hartmark, Acting Director of the Computing Center, replacing Barbara Wolf who has accepted a position at the University of Minnesota

Frank Lees, Acting Associate Vice President for Research and Educational Development (a newly created position)

Harry Hamilton, Associate Vice President for Academic Affairs and Dean of Undergraduate Studies

Bill Hedberg, Assistant to the Vice President for Academic Affairs

Pat Terenzini, Acting Director of Planning

Wendell Lorang, Acting Director of Institutional Research

Lia Catalano, Director, Office of Student Accounts

Albina Grignon, Assistant Provost, Rockefeller College

Senate Minutes November 5, 1984 Page 2

Budget Climate. The State is in good fiscal condition. The SUNY system will probably not experience any further personnel losses. Included in the Trustees' request this year are funds for planning and site development of a fieldhouse and apartment-style student housing.

#### 3. SUNY Senator's Report

Senator Cannon reported on the October 25-27 SUNY Senate meeting in Purchase. The Senate received a sourcebook of General Education Requirements for the SUNY system and adopted a resolution on non-discriminatory language. They urged the Chancellor to make use of Early Retirement procedures to attempt to assist us in correcting minority hiring practices.

The SUNY Senate supported its President and Executive Committee in the position on campus athletic programs and the organization of athletic boards of governance. They also reinforced a position on the faculty role in the review of remedial or developmental courses for credit or non-credit.

The Independent Commission on the Future of SUNY should be about ready to render its report toward the end of this month.

#### 4. Chair's Report

Pat Rogers expressed appreciation to those in attendance and brought up the subject of membership attendance at meetings. She realizes that there are some senators who feel that because, there is "little business of import on the agenda," they have other priorities. She feels very differently and reiterated her thanks to those who feel the same. She also said it disturbs her greatly that there are some Senators who have class conflicts with Senate meetings. She will be looking into that with the Council Chairs as well as with the liaisons for the group of student senators because this seems to involve both student and faculty members.

The February 11 meeting is changed to February 4 (Executive Committee) and the February 25 meeting is now February 11 (Senate).

Bills 8485-01 and 8485-02 have been approved by Acting President Ramaley.

There is a full Senate membership as of the meeting of October 22. Two student resignations were submitted to the Chair from Joe Sala and John Giarrusso.

Crystal Hutchins has moved to the Office of the Registrar to be secretary to the Registrar. Beverly Roth was introduced as the new Senate secretary.

#### 5. Council Reports

Each Council Chair explained the Council's charge and introduced members of the Council.

Senate Minutes November 5, 1984 Page 3

#### New Business 6.

#### 6.1 Senate and Council Membership Changes

The following Council appointments were voted on and approved:

Educational Policy Council - Mike Bloom (Graduate)

Graduate Academic Council - Sharon Long and Debby Reichler (Graduate Students)

Library Council - Don Liedel (Social and Behavioral Sciences)

Council on Promotion and Continuing Appointment - Judith Barlow (Humanities), William McCann and Peter Blau (Undergraduates)

Research Council - MaryBeth Winn (Humanities) and Mark Robarge (Undergraduate)

University Community Council - Thomas Caraco (Science and Math) Werner Saurer (Humanities) and Lisa Donohue (Plant)

Student Affairs Council - Amy Kidder (Physical Education)

#### 6.2 Resolutions Proposed by the Student Senators

Irwin Weinstein presented a resolution thanking outgoing secretary Crystal Hutchins for her extraordinary commitment and dedication to the Senate. The resolution was adopted.

Senator Weinstein then read a resolution welcoming the incoming Senate secretary, Beverly Roth. The resolution was voted on and approved.

The meeting was adjourned at 4:47 p.m.

Respectfully submitted,

Beverly Roth

Recorder

#### Report to the Senate November 5, 1984

FROM: Cathy M. LaSusa, Chair Undergraduate Academic Council

#### For Information:

- 1) The Undergraduate Academic Council held its third meeting on Tuesday, October 23.
- 2) The UAC approved the following addition to the Council's Operating procedures:

new #5. Prior to the first meeting of the new term, the Chairperson of the Council is responsible for obtaining time schedules from the individual Council members and to then identify available meeting days for the term and present them to the Council.

new #6. Council members should notify the Chairperson or the Staff Support of the Council if they are unable to attend scheduled Council meetings. A Council member not doing so and missing three consecutive meetings or a total of four during the academic year may be asked to resign by a majority of the Council members.

When possible, any vacancy on the Council shall be filled from the appropriate constituency.

Present #5 becomes #7.

- 3) The Council approved a revision of the majors in Biology and Medical Technology.
- 4) The UAC passed a revision of the minor in Biology.
- 5) The UAC passed a revision of the Teacher Education Program Requirements.
- 6) The Council accepted the report on the Review of the B.A. and M.A. Programs in French.
- 7) The next meeting of the Undergraduate Academic Council will be held on Friday, November 16.



TO: Patricia Rogers, Chair

Senate Executive Committee

DATE: October 22, 1984

FROM: Suzy Auletta, Chair

Student Affairs Council

#### FOR INFORMATION:

The Student Affairs Council met on October 8, 1984, with the following business transacted:

- 1. The Financial Aids Committee chaired by Tom O'Brian, will begin working on reviewing financial aid policies and handling appeals.
- 2. The Residence Committee will be looking into the housing license and the quality of life in the Residence Halls.
- 3. The Health Services Committee will begin reviewing the emerging issues of insurance and fees.
- 4. The Student Government and Student Organizations Committee will be focusing on Graduate Students and a Graduate Student Association which has been recommended by the President. The issue of a graduate student tax to support activities will be considered.

SA:rg

### UNIVERSITY SENATE STATE UNIVERSITY OF NEW YORK AT ALBANY

#### 1984-1985 Membership

#### EX OFFICIO SENATORS

Vincent O'Leary, President of State University of New York at Albany

Joseph Nitecki, Director of University Libraries

Judith Ramaley, Vice President for Academic Affairs

Patricia Rogers, Chair University Senate

John Hartigan, Vice President for Finance and Business

Harold L. Cannon, SUNY Senator (1985) (Alternate: Robert Gibson)

Frank Pogue, Vice President for Student Affairs

Anne Roberts, SUNY Senator (1986) (Alternate: Frank Carrino)

John Shumaker, Acting Vice President for Research and Educational Development

Lewis Welch, Vice President for University Affairs

#### ELECTED SENATORS

#### Elected: At Large

Jeffrey Berman (1985)	Kendall Birr (1986)	Jonathan Bartow (1987)
English	History	Education
Dorothy Christiansen (1985)	Michele Deasy (1986)	Nancy Belowich (1987)
University Library	Continuing Studies	Student Affairs
Gloria DeSole (1985)	Francine Frank (1986)	Martha Rozett (1987)
Affirmative Action	Linguistics	Humanities and Fine Arts
Richard Farrell (1985)	Wendell Lorang (1986)	Anne Weinberg (1987)
Graduate Studies	Institutional Research	English

#### Elected: Humanities and Fine Arts

Judith Barlow (1985)	Sylvia Barnard (1986)	Ronald A. Bosco (1987)
English	Classics	English
Colbert Nepaulsingh (1985)	George Hastings (1986)	Wolfgang Moelleken (1987)
Hispanic & Italian	English	German
Georges Santoni (1985)	Werner Saurer (1986)	Augustine Zitelli (1987)
French	Philosophy	Hispanic & Italian Studies

Elected: Science and Mathematics

Hassaram Bakhru (1985)

Physics

John Dellano (1986)

Geology

Albert Millis (1987)

Biology

Thomas Caraco (1985)

Biology

James Gilliam (1986)

Biology

John Molinari (1987) Atmospheric Science

Samuel McGee Russell (1985)

Biology

William Hammond (1986)

Mathematics

William Lanford (1986)

Physics

Elected: Social and Behavioral Sciences

John Logan (1985)

Sociology

Donald Reeb (1986)

Economics

Donald Birn (1987)

History

Robert Hoffman (1986)

History

Christopher Smith (1986)

Geography

Glenna Spitze (1987)

Sociology

Matthew Elbow (1986)

History

Russell Ward (1987)

Sociology

Elected: Business

Elected: Cont. Studies

Elected: Criminal Justice

Thomas Dandridge (1985)

Stanley Wright (1987)

Robert Hardt (1985)

Roland Minch (1986)

John Levato (1987)

Elected: Education

Fred Dembowski (1985) Educ. Administration Nelson Armlin (1986)

CASDA

Alfred Cali (1986)

Educational Administration

Oliver Nikoloff (1985)

Theodore Bayer (1986) Educ. Psy. & Statistics

Educ. Psy. & Statistics

Elected: Library Science

Elected: Social Welfare

Abdo Baaklini (1985)

Elected: GSPA

Joseph Morehead (1985)

Audrey Smith (1987)

Roman Hedges (1987)

Ronald Toseland (1987)

Elected: Libraries

Roger Gifford (1985)

Kay Shaffer (1986)

Carol Anderson (1987)

#### APPOINTED SENATORS

David Anderson

GSPA

Neil Brown Student Affairs Helen Desfosses Afr & Afro/Amer Studies

Harry Hamilton Atmospheric Science Sung Bok Kim History John Pipkin Geography

Edward Turner Mathematics Richard Wilkinson Anthropology

#### ELECTED UNDERGRADUATES

Daniel Agosto

Suzy Auletta

Jackie Bernstein

Cindy Davis

Eric Dorf

Jackie DuSalt

Jeff Eichner

Mitch Feig

Martin Glovin

Mark Heine

Cathy LaSusa

Steve Landis

Mike Levine

Bill McCann

Gil Meyer

Mike Miller

Mark Robarge

Steve Rubin

Dave Silk

Paul Stewart

Irwin Weinstein

Andrew Wigler

#### GRADUATES

Dorothy Heffernan

Robert Henderson

Sharon Long

#### UNIVERSITY SENATE

#### STATE UNIVERSITY OF NEW YORK AT ALBANY

### REVISED 1984-85 Meeting Schedule

EXECUTIVE COMM	TTEE	UNIVERSITY SENATE
September 10		September 24
October 22		November 5
November 26		December 10
		ar parties a
February 4		February 11
March 11		March 25
April 15		May 6

#### 1985-1986 Organizational Meetings

April 22

May 6

#### Faculty Forums

October 29

March 1

Meeting of: November 5, 1984

Meeting of: November 5, 1984		
Willram Lunford 7-8326	Claudale A Brig 7-8687	
Glerno Spike 459-3282 7.8468 Train L Weinstein 7-8087	Stan Weight 455-6121	
Irwin L Weinstein 7-8087	of Hasting 8442	
Porothy Heffernan John Pipkin 7-8726	Jam-F. Gillian 4615	
John Pipkin 7-8726	Deven A. Ruban 434-3154	
+ Paty Self 7-8087 Dachyn Bernotino 7-7984	Lalique & Gluhm Jon 7-8676	
+ Patty Suk 7-8087	Jeffrey Berman 7-8466	
Jackyh Benotin 7-7984	( Judith Barlow 7-8433	
I Steve Landis 7-4694	Kraesheiher 7-8433	
If Ereling 7-4676	Harry Hamilton -830/	
andrew Wegen 55-6695	Ct 2/2-6284	
Ouzy Huletta 7-8087	Showy Cong 449-7497	
Fance 200 7-8406	N. P. Hammy 7-4575	
Ded Turner 7-3943	Michael Miller 455-6582	
Colput Nepaulsmap 7-7914	Donald S. Bun 7-8687	
Joseph Morehens 455-6157	Pobert h Hoffman 7-868)	
	In Todand 5-6105	
Cafel Chiderson	Roland Minch 7-4952	
T CATRACO 7-8895	Marks -7-752-	
Werner Saurer 7-4717	J.Z. NITECK 7-8540	
Jacquelyn DuSault 7-8711	Oly 5/2 2 1841	
Judita Ramatey 7-4912 Harrell L. Cenn 7-8515	Gleorie Santoni 7.8376	
Harriel Lorany 7-8515 Wendiel Lorany 7-4621	7 faul Brown 45-9 205	
Matthew H. Elbow 7-8687.	(Judy D. Smith 5-6/05 C. LaSusa 7-8301	
John W. Delano 7-8648	C. daSusa 7-8301 y Juli M'Can 7-8759	
H. Bakh 7-8450	AugBook Kim 7-8685	
Forer Duly 7-3323	Michele Deary 5-6129	
Syma Barnard 7-8432	Jehn Hartigan 7 4944	
Russ Ward 7-8468	Anne (Specto 7-4591	
M - N. lal. 7-84911	Tand CHUMARIA 7-4634	



#### UNIVERSITY SENATE MEETING

Monday, December 10, 1984

3:30 PM - Campus Center Assembly Hall (Wine and cheese)

#### AGENDA

- 1. Approval of Minutes of November 5, 1984.
- 2. President's Report.
- 3. SUNY Senators' Report.
- 4. Chair's Report.
- 5. Council and Committee Reports.
- 6. New Business.
  - 6.1 Council membership changes.



#### UNIVERSITY SENATE DECEMBER 10, 1984 MINUTES

ABSENT: D. Agosto, D. Andersen, N. Armlin, A. Baaklini, T. Bayer, N. Brown,

- A. Cali, T. Caraco, T. Dandridge, F. Dembowski, M. Heine,
- R. Henderson, J. Logan, W. Lorang, S. McGee Russell, G. Meyer,
- J. Molinari, J. Morehead, J. Pipkin, M. Robarge, A. Roberts, S. Rubin,
- G. Santoni, D. Silk, A. Smith, C. Smith, P. Stewart, R. Ward,
- A. Weinberg, R. Wilkinson, J. Barlow

The meeting was called to order by Chair Rogers at 3:45 p.m. in the Campus Center Assembly Hall.

#### 1. Approval of Minutes.

The minutes of November 5, 1984 were approved as submitted.

#### 2. President's Report.

The Cotton Club, a movie written by Department of English, Pulitzer Prize-winning author William Kennedy, had its world premiere in Albany and brought much favorable publicity to the University. Acting President Ramaley expressed thanks to those who helped with the celebration, and in the development of the New York State Writers Institute.

Dr. Ramaley reported that Early Retirement patterns are emerging: statewide, 2900 were eligible; of that, 624 (21%) announced intention to retire. At SUNYA, 254 were eligible and 52 have accepted. Approximately one-half of those positions are encumbered.

#### 3. SUNY Senators' Report.

No report.

#### 4. Chair's Report.

A moment of silence was requested for Bob Hoffman, Bertha Wakin and Caren McGee Russell, each of whom died recently. Dr. Hamilton announced that within the past 24 hours, Paul Meadows (Sociology) and Robert Rikmenspoel (Biology) had also died.

Chair Rogers announced that the Executive Committee held a special meeting to discuss the document on academic integrity forwarded through

University Senate Minutes December 10, 1984 Page 2

the Council on Academic Freedom and Ethics. The Council will meet on January 22 to review any changes suggested by Senate members and will present the final document to the Senate for action at the February II meeting. Copies of the document were distributed. Senators are invited to submit comments, suggestions and/or recommendations in writing to the Senate office, AD 259, prior to January 21, 1985.

#### 5. Council Reports.

EPC - The Council has nominated two people to serve on the Task Force looking into the Business Education degree program.

UAC - All committees will meet this week. Action items will come before the Senate early next term.

GAC - R. Fraley, N. Bakhru and J. Berman will undertake evaluation of the Business Education degree program.

SAC - The housing license is coming up for renewal.

Research - The Council met in a special session to discuss and recommend approval of a new center for Caribbean and Latin American Studies.

UCC - No report.

CAFE - The Council has reviewed and will again review the document on Academic Integrity.

CPCA - No report.

Library - No report.

#### 6. New Business.

#### 6.1 Council membership changes.

The Executive Committee recommended that Senator Don Reeb be approved to replace Bob Hoffman on the Graduate Academic Council. The recommendation was moved, seconded and carried.

George Hastings has resigned from the Research Council and will be on an exchange program for Spring 1985. A motion to accept his resignation was seconded and carried.

The Executive Committee recommended that Albert Millis fill the Research Council vacancy. It was moved, seconded and carried.

University Senate Minutes December 10, 1984 Page 3

Chair Rogers recommended that Dirk Hoekstra be accepted to fill the graduate student vacancy on UCC. It was moved, seconded and carried.

The meeting was adjourned at 4:02 p.m.

Respectfully submitted,

Beverly Roth

Beverly Roth

Recorder

#### REPORTS TO THE SENATE

November 5, 1984

Introduced by: the Student Senaters

We move that the following resolution be accepted by the Senate;

Whereas: Chrystal Hutchins has served as the Senate Secretary

for the past three years, and

Whereas: Her committment has been above and beyond her respon-

sibilities and Senate Secretary, and

Whereas: She will be leaving her position as Senate Secretary,

be it hereby resolved that:

I. The SUNYA Senate commends Chrystal Hutchins for her three years of dedication to the University Senate.

II. That copies of the proposal be sent to: Pat Rogers, President Vincent O'Leary, Vice President Ramaley, WCDB, the ASP, and the Student Voice.

#### REPORT TO THE SENATE

November 5, 1984

Introduced by: The Student Senators

Whereas: The resignation of Chrystal Hutchins as Senate Secretary created a vacancy in a vitally needed position on the University Senate and,

Whereas: Beverley Roth, the new Senate Secretary, has stepped in to competently fill this vacancy and,

Whereas: She has proved herself to be capable of doing a superb job.

Be It Hereby Resolved: We the SUNYA Senate would like to thank her for filling this position, and welcome her into it.

 $\underline{\text{Be}}$   $\underline{\text{It}}$   $\underline{\text{Further}}$   $\underline{\text{Resolved}}$ : That copies of this resolution shall be sent to President O'Leary, (Acting) President Judith Ramaley, Pat Rogers, Rich Schaffer, The Asp, WCDB and the Student Voice.

University Senate Attendance

Meeting of: December 10, 1984 vollagana William A. Jan Stan Wright John Shumaker OVERI DIMIE UNIVERSELL OF MAN TORK IN THEFE

#### University Senate Attendance

Meeting of: December 10, 1984

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