

1991-92 Senate

2:30pm

UNIVERSITY SENATE
ATTENDANCE

Meeting of: May 4, 1992

Robert Harst
Fred Hoyt

~~Jim~~
Jim

Jim
Joe DeBelle

Joe DeBelle
Ted Turner

Ted Turner
Michel Sattung

Michel Sattung
A. J. L. MACARIO (JL)

A. J. L. MACARIO (JL)
L. H. Hunkeler

L. H. Hunkeler
Robert H. Gibson

Robert H. Gibson
Randall Gray

Randall Gray
Jeffrey Benjamin

Jeffrey Benjamin
Audrey Champagne

Audrey Champagne
Scott Tannenbaum

Scott Tannenbaum
David Smith

David Smith
Scott Lyman

Scott Lyman
Jodie Sheen

Jodie Sheen
Ed Fagan

Ed Fagan
Steve Messing

Steve Messing
Vic DeJartes

Vic DeJartes
L. Childs

L. Childs
Cindy Goldberg

Cindy Goldberg
Paul W. Wallace

Paul W. Wallace
RABeno

RABeno
E. Scatta

E. Scatta
Henry Mendelsohn

Henry Mendelsohn

Jeanne Gullahorn

Don Reel

Sarah Zuer

~~DE~~
DE

Peter Blonay

Cecaldine Walker

Lynn Videla-Sherman

Lynn Videla-Sherman
William F. [unclear]

William F. [unclear]
David Stragatz

David Stragatz
W. P. [unclear]

W. P. [unclear]
H. Ghiradella

H. Ghiradella
Marilyn Sherman

Marilyn Sherman
Shirley Jones

Shirley Jones
Loretta Smith

Loretta Smith



UNIVERSITY AT ALBANY
STATE UNIVERSITY OF NEW YORK

UNIVERSITY SENATE
Monday, May 4, 1992
Campus Center Assembly Hall
2:30 p.m.

AGENDA

1. Approval of Minutes: University Senate, April 13, 1992
 2. President's Report
 3. SUNY-wide Senate Report Paul Wallace
 Vincent Aceto
 4. Chair's Report
 5. Council Reports
 - a. CPCA Ronald Bosco
 - b. EPC Robert Sanders
 - c. GAC Audrey Champagne
 - d. UAC Cyril Knoblauch
 - e. RES Judith Langer
 - f. LISC Peter Bloniarz
 - g. CAFE Michael Sattinger
 - h. SAC Steven Thomson
 - i. UCC Shirley Jones
 6. Old Business
 7. New Business
 - a. Senate Bill No. 9192-05: Revision to Policy on Advising of Graduate Students
 - b. Senate Bill No. 9192-06: Revision to Policy on English Language Proficiency of International Graduate Students
 - c. Senate Bill No. 9192-07: Policy on Existing "T" Grades in Graduate Courses
 - d. Senate Bill No. 9192-08: Revision to Policy on Admission to Doctoral Candidacy
 - e. Senate Bill No. 9192-09: Faculty-initiated Major in Human Biology
- Two additional Senate Bills will be forthcoming.
8. Adjournment



UNIVERSITY AT ALBANY
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ADDENDUM

7. New Business
 - f. Senate Bill No. 9192-10: Revision to Policy on Credit Limit
 - g. Senate Bill No. 9192-11: Policy to Deregister Students who Fail to Attend Classes



UNIVERSITY AT ALBANY

STATE UNIVERSITY OF NEW YORK

1991-92 UNIVERSITY SENATE MINUTES May 4, 1992

PRESENT: J. Berman, P. Bloniarz, R. Bosco, L. Brannon, A. Champagne, L. Childs, R. Craig, V. DeSantis, G. DeSole, S. Faerman, E. Fagan, H. Ghiradella, R. Gibson, C. Goldberg, J. Green, J. Gullahorn, R. Hardt, R. Hoyt, S. Jones, C. Knoblauch, W. Lanford, S. Lyman, A. Macario, H. Mendelsohn, S. Messner, D. Reeb, R. Sanders, M. Sattinger, E. Scatton, J. Schulz, M. Sherman, D. Smith, L. Smith, D. Strogatz, S. Tannenbaum, E. Turner, L. Videka-Sherman, G. Walker, P. Wallace, W. Weitz, S. Zevin

Chair Turner called the meeting to order at 2:36 p.m.

1. Approval of Minutes

The minutes of the April 13, 1992, Senate meeting were approved as distributed.

2. President's Report

President Swygert reported on the demonstrations that occurred outside his office last week. The demonstrators were concerned about various issues, including cuts in the Africana Studies Department, rumors of rape, the Rodney King verdict, and Women's Safety Issues.

The President was also concerned with the possibility of anger among our students. He met with students who were concerned about the King acquittal and agreed that a teach-in would occur Thursday evening. The teach-in was sponsored by ASUBA, the Student Association and the President's Office. Speakers included Dr. Virgil Hodges of the Martin Luther King Commission, Jamie Denard of the Urban League, Derek Westbrook, a student, and President Swygert. The President's message was to stay angry but focused and to try to deal with these issues. The student march later in Center City was loud but peaceful, the President said. He expressed his pride in what our students were able to accomplish. Many of our students will be leaving us in a few days and will take their anger with them, President Swygert said. When they return in the fall, many will bring back that anger and anxiety. This will be a continuing issue, he said. The University community is going to develop strategies to give our students avenues to vent their anger, he said.

The President then turned to the budget situation. The University is seeking supplemental funds. There will be an early retirement bill in the Legislature. The University needs to consider getting started earlier in making our case to the Legislature.

Two finalists in the Search for the Dean of Education have been on campus, President Swygert said. He will meet with the Education faculty to discuss their views of the search.

The President publicly acknowledged Chair Turner, the officers of the Senate and the Senate Executive Committee for their excellent work this year.

3. SUNY-wide Senate Report

Senator Wallace noted that the report is included in the Senate packet. He gave a breakdown of the across-the-board cuts in the SUNY system. The TIFR will be set up so that campuses can keep the extra tuition money. The TIAA-CREF representative present at the meeting encouraged everyone to write their Legislators and express their concern.

4. Chair's Report

Chair Turner noted that President Swygert approved the last Senate Bill.

On April 22, Chair Turner received a communication from Vice President Hitchcock regarding the plans for a new Arts and Sciences College. She is asking for recommendations for the Search Committee for the Dean. She also asked the three affected Colleges for recommendations to the Advisory Committee, said Chair Turner. Please make recommendations to either Vice President Hitchcock or to Chair Turner.

Chair Turner noted that the final issue of the newsletter for the academic year is being mailed.

Chair Turner took this opportunity to express his enjoyment in serving as Chair of the Senate. He also found relations between the Chair and the administration to be comfortable.

5. Council Reports

a. CPCA: Senator Bosco stated that the Council decided to return to a past practice. At the end of the Council's calendar year (August), the Council will provide to the Senate, as well as to the University community, a report of its activities during the year. It will be a general statement, he said. This decision was made following consultation with members of governance and the Vice President for Academic Affairs.

Is it possible to get more substance than just a summary? asked Senator Sanders. Senator Bosco stated that the Council is following its charges as stated in the By-Laws. The Council also stands by the guidelines which are updated periodically.

b. EPC: The Council discussed the implementation of the Mission Statement on EPC, reported Senator Sanders. There is a concern with restructuring the College of Arts and Sciences on campus. Senator Sanders noted that Dean Thompson and Senator Bosco gave a helpful presentation on the Mission Statement.

c. GAC: Senator Champagne noted that the Council reviewed a number of cases of changes in the curriculum. The largest was a change in the teacher education program. Policy changes appear in the Senate packet, she said.

d. UAC: The upcoming Senate bills contain changes related to regular and drop/add procedures, noted Senator Knoblauch. He recommended that the language changes be placed in the bulletin.

e. RES: There was no report.

f. LISC: Senator Bloniarz noted that the University Library expects to have a 15 percent cut in serial acquisitions next year. A list of all serials will be distributed to faculty members for review. LISC reviewed changes to the five year old ethernet policy, said Senator Bloniarz. The Instructional Technology Committee has been reviewing proposals for authoring stations, he said. The current policy is that the stations would be rotated.

President Swygert asked Vice President Hitchcock to speak to the cut in serial acquisitions. The inflation of costs on serials is about 15 percent per year, said Vice President Hitchcock. Meredith Butler is trying to make the most of the budget she has to work with, she said.

g. CAFE: Senator Sattinger had nothing to report.

h. SAC: The recent awards ceremony highlights the tremendous resource we have in our student body, said Senator Thomson. He had nothing further to report.

i. UCC: Senator Hoyt continues to look at visitors' parking, reported Senator Jones. Another issue that will be important in the future is building use from outside groups. These and other issues will be discussed at the next meeting, she said.

President Swygert noted that the parking area to the rear of the RACC will be coming back on line in a few weeks. This will open about 300 spaces. He also noted that the use of buildings will become an increasing issue. Page Hall, the Assembly Hall, the Ballroom and the RACC are good places to hold meetings, he said.

Senator Gibson asked if the UAC report will be put in writing. Chair Turner noted that there was a written report of UAC to the Executive Committee. The remainder of the report will be submitted, in writing, to the Senate.

6. Old Business

There was no Old Business.

7. New Business

Chair Turner reminded the Senators that all Senate Bills come to the Senate floor moved and seconded by the Executive Committee.

a. Senate Bill No. 9192-05: Revision to Policy on Advising of Graduate Students. There being no discussion, the Bill was approved unanimously.

b. Senate Bill No. 9192-06: Revision to Policy on English Language Proficiency of International Graduate Students. It was noted that this policy will appear in the Graduate Bulletin. In response to a question of the absence of a brush-up course for the international graduate students, Chair Turner asked that it be brought to the attention of GAC next year. There being no further discussion, the Bill was approved with one abstention.

c. Senate Bill No. 9192-07: Policy on Existing "I" Grades in Graduate Courses. It was noted that many faculty members do not follow the guidelines concerning this policy. The new policy would take care of the "I" grades which have been on the books for a long time, Senator Champagne noted. Students with an "I" grade would

be informed and would have one year to comply. Richard Farrell, Registrar, stated there was no intention to take away from faculty prerogatives. Two-thirds of the "I" grades are apparently not nearly finished.

The Senators discussed the possibility of a mechanism for students to complete their work; if a professor decided to change a grade, he can write the Dean of students for approval; and a longer period in which to complete the "I" grade.

Senator Wallace moved to amend the policy to two years rather than one year. The motion was seconded and approved.

Senator Gibson moved that permission of the Department Chair be included. The motion was seconded. The Department Chair can make a call quickly to the students' best interest, can sign off and be responsible for the decision, stated Senator Gibson. The President noted that the Registrar needs some degree of certainty in managing the records. Vice President Gullahorn noted that the University was criticized by Middle States because of our casual policy in many areas of graduate study. This policy is trying to rectify that. Her concern was that the University do reviews and documentations. It was noted that some students do not know they have an "I" grade and the department chair should forward a letter to the Dean of Graduate Studies granting the extension. Senator Gibson referred to his motion that the words "without written permission of the Chair of the Department" be added. The vote on this amendment was approved with two abstentions.

Senator Reeb moved Senate Bill 9192-07 be referred back to Council. The motion was seconded and approved.

d. Senate Bill No. 9192-08: Revision to Policy on Admission to Doctoral Candidacy. There was considerable discussion on what is a "B" average. Senator Lanford moved that Senate Bill 9192-08 be referred back to Council. The motion was seconded and approved. A number of comments were discussed and it was stated that these comments be referred to GAC for discussion.

e. Senate Bill No. 9192-09: Faculty-initiated Major in Human Biology. A point of information: the statement of credit is not correct. Senate Bill No. 9192-09 was approved.

f. Senate Bill No. 9192-10: Revision to Policy on Credit Limit. The Senators discussed early registration and physical education requirements. Dean Scatton moved to include "exclusive of 100 and 200 level courses" after "19 credits." The motion was seconded and carried. Senate Bill 9192-10 was then approved as amended.

g. Senate Bill 9192-11: Policy to Deregister Students who Fail to Attend Classes. There was general discussion on when the instructor can take advantage of this policy. Senator Knoblauch moved "..., or officially drop within the first six days of classes unless prior arrangements ..." The motion was seconded. Senator Childs moved "Beginning on the seventh day of classes, instructors may deregister students ..." The motion was accepted as a friendly amendment to Senator Knoblauch's motion.

It was noted that this policy only applies to undergraduate students and in classes that are closed with students on waiting list. After discussion on the effective date

of the policy, Senator Lanford moved that the policy be effective Fall 1992. The motion was seconded. Some Senators objected to the effective date because students have their schedules in place for Fall 1992 and the policy does not give them time to adjust. President Swygert and Dean Scatton urged the effective date as Spring 1993 so that students may be advised of this policy and plan their schedules accordingly. The question was called on the amendment (effective date Fall 1992); the amendment failed.

It was then moved to make the effective date Spring 1993. The motion was seconded. The students expressed concern that they be notified about this change. It was suggested to impose on the Registrar to include the new policy and to contact all academic advisors prior to advance registration in the Spring. Dean Scatton offered his help in the implementation of this policy. The amendment was passed.

Senate Bill 9192-11 was approved as amended.

There being no further business, the meeting was adjourned at 4:19 p.m.

Respectfully submitted,



Joan Schulz
Secretary

University Faculty Senate
Cornell, Ithaca, New York
April 9-11, 1992

Welcome by Provost Mel Nesheim

Cornell founded in 1865 as first land grant university. Statutory colleges of the SUNY system.

Report on Budget--Vice Chancellor William Anslow

Vice Chancellor Anslow discussed the effects of the \$60.3 Million reduction, and made available to the Senate the attached "Proposed Distribution," "Estimated FTE Positions Cut," and "Estimated Distribution...by Function." Vice Chancellor Anslow noted that we have permission to set up a TIFR for retaining some of the extra income from higher tuition, and that the proposed tuition increase may be above \$500.

Vice Chancellor Anslow also said that a supplemental budget was possible, but not likely. Campuses are also being told by central administration to prepare for another 1% contingency cut, but some campuses cannot do that.

Central also plans to come up with an early retirement program (CUNY in fact must have one, or will suffer job losses). Particulars of the proposed program are not yet known, but it is possible that the program will be designed for those age 50 with 10 or 15 years of service.

Sharing of Concerns, by type of institution

Health Science Centers: concerned about movement of employees from 12 to 10 month obligation.

Specialized and Statutory Colleges: positions lost from 92-93 budget.

University Centers: concerned that academic reorganization was being caused by budget rather than by educational reasons; concerned that in order to save money adjuncts are being used to teach where graduate students have regularly taught.

Colleges of Arts and Sciences: Oneonta has retrenchments in four departments. Concerned about size of administration, about levels of consultation between faculty and administration at some campuses. Very afraid of heavy retrenchments next year.

Executive Committee Elections: Vincent Aceto elected to the Executive Committee from the university centers.

Dialogue with the Chancellor D. Bruce Johnstone

"I know the disappointment and anger out there. We are lesser, and smaller--make no mistake, there's less SUNY."

"We absolutely cannot lie down and die, or lose our momentum."

"What tough times needn't do is stand in the way of the push for the highest quality curriculum."

The Chancellor asked the senators to bring his concerns back to our campuses.

"A New Compact for Learning"---Commissioner of Education, Thomas Sobol

Commissioner Sobol, in the session concerning the Report of the Task Force on College Entry-level Knowledge and Skills, spoke about the situation generally existing among high school students in this country. His speech led into a discussion of the Report of the Task Force.

A panel consisting of a regent, committee members, senators, and a trustee, responded to the questions.

Resolutions passed at the Cornell meeting:

Resolution: Faculty Participation in SCAP (In the planning and allocation of SCAP funds [Student Computing Access Program], faculty were involved in the allocation process at almost none of the campuses.)

Therefore Be it Resolved that the University Faculty Senate urges the Chancellor to revise the current SCAP guidelines to require that the local governance organization be used to insure appropriate and effective faculty participation in planning and implementing SCAP.

Resolution: Optional Retirement Program (TIAA-CREF)

Therefore Be It Resolved that University Faculty Senators immediately communicate (and urge their home campus colleagues to communicate) their individual and collective concern regarding both the current status and potential future threats to the State's contribution to SUNY's Optional Retirement Program (TIAA-CREF) to appropriate members of the New York State Legislature and to such

other groups and individuals as may be able to maintain retirement policies that support SUNY's recruitment and retention of the highest quality faculty and professional staff.

Resolution: Adjunct Faculty and Funded Graduate Students (The University Faculty Senate observes with alarm the growing use of adjunct faculty to meet undergraduate teaching needs that have previously been met by funded graduate students.)

Therefore Be It Resolved that the University Faculty Senate urges the Chancellor and local governance bodies to take whatever action possible to discourage the employment of adjunct faculty to teach courses that have previously been and could continue to be taught by funded graduate students.

Paul W. Wallace
University Faculty Senator

A report that includes budget recommendations is available in the Senate Office, AD 259.

GAC Report to University Senate
May 4, 1992

The following is presented for information purposes:

1. GAC approved a change in definition for graduate courses numbered 600-699 to read: "Open only to graduate students."

2. In the policy concerning Administrative Offices and Graduate Studies, replace:

"The Office of Graduate Admissions, the Office of Research and Graduate Studies, and the Graduate Academic Council exercise general responsibility for graduate study and for University-wide policies, procedures, requirements, and standards of graduate study."

with the following:

"The Vice President for Research and Dean of Graduate Studies, the Office of Graduate Admissions and the Graduate Academic Council exercise general responsibility for graduate study, admissions and for university-wide policies, procedures, requirements, and standards of graduate study."

3. In the policy concerning General Admission Requirements, replace:

"Each prospective graduate student must submit a formal application for admission and receive a formal letter of admission before registering for any courses.

Graduate students are expected to hold a bachelor's degree from a college or university of recognized standing. Their preparation must be appropriate to the program they wish to pursue and their academic record such as to promise success in a graduate program."

with the following:

"Each prospective graduate student must submit a formal application for admission and receive a formal letter of admission before registering for any courses. Graduate students are expected to hold a bachelor's degree from a college or university of recognized standing. Their preparation must be appropriate to the program they wish to pursue and their academic record should generally be a "B" or better in course work that the department considers preparatory for graduate study. Meeting this requirement does not ensure that an applicant will be admitted.

The University desires diversity of student backgrounds and points of view. To that end, admissions committees also consider an applicant's accomplishments and personal qualities that are brought to their attention by the applicant or by his or her references. A careful evaluation of accomplishments and promise is at the heart of the process."

4. In the policy concerning the Graduate Application process, replace:

"All prospective graduate students apply for admission either (1) in a program leading to a degree or (2) in nondegree (certification, in-service training, professional improvement, scholarly development) study. With few exceptions

students applying for full-time study in regular sessions or for extended study in other sessions are expected to apply for admission in a program leading to a degree. Individuals applying for admission should specify a field to which they intend to devote the major portion of their study. Students admitted to graduate study in a specified program are assigned a faculty advisor by the chair of the major department.

All applications must be made on an official application form of the University. The application and all credentials received in support of an application become the property of the University."

with the following:

"All prospective graduate students must apply in a timely manner to either (1) a program leading to a degree or (2) to nondegree (in-service training, professional improvement, scholarly development) study. With few exceptions, students applying for full-time study in regular sessions or for extended study in other sessions are expected to apply for admission in a program leading to a degree. Nondegree study is limited to a total of 12 credits applicable to a degree program. The applicant must submit an application requesting a specific field of study along with the appropriate supporting credentials:

1. Official Transcripts of all previous college work. (This is all that is required for nondegree candidates.)
2. Three letters of reference from persons who can speak to the applicant's academic potential and ability.
3. Standardized Test Scores -- GREs or GMATs may be required. Check the graduate application for a list of requirements by program.
4. Portfolio -- some departments require a portfolio of your work. Check the graduate application.
5. Statement of applicant's objectives of intended graduate study.
6. Application fee. Consult the graduate application.

The application and all credentials received in support of an application become the property of the University.

Once the completed application and all supporting credentials have been received by the appropriate graduate admissions office, they are reviewed by the admissions committee within that academic unit. On recommendation of the committee and approval of the Vice President of Research and Dean of Graduate Studies, the Graduate Admissions Office will offer admission. For requirements for admission to doctoral candidacy see the section on "Admission to Candidacy." Students admitted to graduate study in a specific program are assigned a faculty advisor by the chair of the major department."

Senate Bill No. 9192-05

UNIVERSITY SENATE
UNIVERSITY AT ALBANY
STATE UNIVERSITY OF NEW YORK

Introduced by: Graduate Academic Council

Date: April 28, 1992

REVISION TO POLICY ON ADVISING OF GRADUATE STUDENTS

IT IS HEREBY PROPOSED THAT THE FOLLOWING BE ADOPTED:

I. The policy for advising of graduate students be as follows:

While graduate students must be advised in order to register, add, or drop courses for a given academic session, the final responsibility for selecting the courses needed for graduation rests with the student. Students will be required to furnish proof that they have had contact with their academic advisors for the specific academic session before they will be allowed to register, add, or drop. Thus, a registration for the term will demonstrate that a graduate student has indeed been advised, and will allow the registered students to adjust their program at Drop/Add as they deem necessary.

The Graduate Academic Council also approved a policy that would allow graduate students to add courses from Day 6 through Day 10 with permission of the instructor.

II. That this bill be forwarded to the President for approval.

RATIONALE:

The current regulations allow students who have been advised to select alternative courses during Registration, but require the same students to get specific advisors' signatures for each add during Program Adjustment. This proposed regulation recognizes that students, once advised, can pick alternative courses during both Registration and Program Adjustment, but are ultimately responsible for those choices.

Senate Bill No. 9192-06

UNIVERSITY SENATE
UNIVERSITY AT ALBANY
STATE UNIVERSITY OF NEW YORK

Introduced by: Graduate Academic Council

Date: April 28, 1992

**REVISION TO POLICY ON ENGLISH LANGUAGE PROFICIENCY OF
INTERNATIONAL GRADUATE STUDENTS**

IT IS HEREBY PROPOSED THAT THE FOLLOWING BE ADOPTED:

- I. The policy on English language proficiency of international graduate students be as follows:

International graduate students must have a TOEFL score of 600 or above and also be certified by the chair of their department to be competent to conduct classroom discussion before they can be authorized to teach classes or laboratories where the language of instruction is English. If their TOEFL score is less than 600 (less than 90 on the American Language Institute of Georgetown University exam or the Michigan Test of English Language Proficiency), they must pass the Test of Spoken English with a score of 220 and also be certified by their department chair to be competent to conduct classroom or laboratory discussion.

- II. That this bill be forwarded to the President for approval.

RATIONALE:

Strictly speaking, this is not a change in policy but a strengthening of the language of the existing policy. This change is in response to a Middle States Association Review Team's recommendation. Deans and Department Chairs have also reviewed these changes

Senate Bill No. 9192-07

UNIVERSITY SENATE
UNIVERSITY AT ALBANY
STATE UNIVERSITY OF NEW YORK

Introduced by: Graduate Academic Council

Date: April 28, 1992

POLICY ON EXISTING "I" GRADES IN GRADUATE COURSES

IT IS HEREBY PROPOSED THAT THE FOLLOWING BE ADOPTED:

I. The policy on "I" grades in graduate courses be as follows:

An "Incomplete" grade in a graduate course cannot be extended more than ^{written} ~~one~~ ^{two} years beyond the original deadline for completion without permission of the ~~Dean of~~ ^{Chair} ~~Graduate Studies~~. This will not pertain to graduate thesis courses (i.e., 699).

II. That this bill be forwarded to the President for approval.

RATIONALE:

The grade of "Incomplete" is defined as:

A tentative grade given **only when the student has nearly completed the course but due to circumstances beyond the student's control the work could not be completed on schedule.**

The Incomplete will convert to a failure if the work is not completed during the next semester, unless extended by the professor. In reality, two-thirds of the Incompletes on campus are extended indefinitely. The Registrar's Office is carrying Incomplete grades going back to 1979. Five year old I's are common. One of the most common comments from students who receive notification of a pending conversion to a failing grade is: "I never knew I even had an Incomplete."

The purpose of this legislation is to strengthen the regulation at the graduate level, and encourage more graduate students to complete their coursework in a timely manner.

Senate Bill No. 9192-08

UNIVERSITY SENATE
UNIVERSITY AT ALBANY
STATE UNIVERSITY OF NEW YORK

Introduced by: Graduate Academic Council

Date: April 28, 1992

REVISION TO POLICY ON ADMISSION TO DOCTORAL CANDIDACY

IT IS HEREBY PROPOSED THAT THE FOLLOWING BE ADOPTED:

I. The policy on admission to doctoral candidacy be as follows:

Admission to candidacy means that, in the judgment of the faculty, the doctoral student has an adequate knowledge of the field and the specialty, knows how to use the academic resources, has potential to do original research, and presumably will complete the dissertation. The qualifying procedures include the following:

- a. passing the departmental comprehensive qualifying exam
- b. satisfying the residency requirements
- c. achieving a satisfactory academic record: a "B" record in all resident graduate courses applicable to the degree
- d. satisfying the research tool requirements
- e. satisfying any other requirements established for the degree program.

Admission to candidacy is not automatic, and a graduate student becomes a candidate for a doctoral degree only with the approval of the Dean of Graduate Studies, acting on recommendations of both the Graduate Academic Council and the dean of the school or college directing the program.

Students in doctoral programs must be admitted to candidacy at least one session (exclusive of a summer session) before the acceptance of their dissertation and the completion of all requirements of the degree.

II. That this bill be forwarded to the President for approval.

RATIONALE:

This change is in response to a Middle States Association Review Team's recommendation. Deans and Department Chairs have also reviewed these changes.

Senate Bill No. 9192-09

UNIVERSITY SENATE
UNIVERSITY AT ALBANY, STATE UNIVERSITY OF NEW YORK

Faculty-Initiated Major in Human Biology

INTRODUCED BY: Undergraduate Academic Council
April 4, 1992

IT IS HEREBY PROPOSED THAT THE FOLLOWING BE ADOPTED:

- I. That the attached bill changing the faculty-initiated interdisciplinary major with a concentration in Human Biology from a bachelor of arts to a bachelor of science be adopted.
- II. That this bill be referred to the President for approval and implementation.



UNIVERSITY AT ALBANY
STATE UNIVERSITY OF NEW YORK

To: Academic Committee, CSBS

From: Timothy B. Gage, Co-director Human Biology Program

Date: Dec. 2, 1991

Tim Gage

Re: Human Biology Major

This is a proposal to change the interdisciplinary major in Human Biology from a B.A. to a B.S. degree. Changes in course offerings in both the Anthropology and Biology departments also require that we update the required courses for the major. To facilitate this process we have combined the two processes below. I thank the committee for its consideration.

Rationale for the Change in Title.

The nature of the requirements of the Human Biology major are generally more consistent with a B.S. than a B.A. The Human Biology major as it is currently defined includes 63 credits, which is considerably in excess of any other B.A. offered at SUNY-Albany. Only the BS in Biology requires a similar number of credits (66), the B.A. in Biology requires only 36 credits. Additionally the current Human Biology major includes sufficient credits in mathematics and the sciences to be accredited as a B.S. As a result we believe that the major is more consistent with the title of B.S. than the title of B.A. To achieve this change in title we have added 3 credits of General Physics to the first tier requirements, at the request of the College of Mathematics and Sciences. This brings the major to a total of 66 credits, which is comparable with the Biology B.S. We have also added an additional semester of Physics as a third tier elective.

Housekeeping Changes.

The new curriculum also encompasses a number of housekeeping changes due to the restructuring of the Biology courses (see 1 below), and the elimination and substitution of courses that are no longer offered or the addition of new courses (see 2 below). We have attempted to expand the elective offerings at the second and third tiers to reflect the bio-medical focus of most of our majors and to accommodate the increased demand that the major has placed on our courses. The second tier courses are now routinely closed well before registration is completed.

1) In particular, as a result of the restructuring of the Biology curriculum, Bio 210, and 211, are no longer offered. We have replaced Bio 211 with Bio 212; and added one semester of General Physics. We have added a second semester of general physics (Phy 108) and moved Bio 220 to the third tier electives. The labs with General Physics were also added at the third tier. This reduces the requirements at the first tier to 32(or 31), and increases the general electives available with in the major.

2) In addition we have added new courses that are appropriate for the major and eliminated courses that are no longer offered. Ant 265 was deleted for this reason. We have added Ant 315 (Topics in Physical Anthropology) and Ant 450 (Medical Anthropology) to the second tier electives. Finally, we have added Ant 110N (Introduction to Human Evolution), Bio 460 (Neural Basis of Behavior), Mat 308Y (Topics in Statistical Inference), and Psy 314 (the Biological Basis of Behavior).

Attached is a list of the requirements as amended above, and the boiler plate to go into the Degree Requirements section of the undergraduate catalog.

Human Biology program, revision of November 22, 1991

The BS in Human Biology is a combined major/minor (Biology and Anthropology) designed for persons wishing a particular focus on the human organism. It will provide a strong background in human evolution, structure, function and behavior, an emphasis especially suitable for those seeking careers (e. g., business, administration, law, journalism, public health, etc.) that deal directly or indirectly with human health and welfare. (Students intending to become laboratory biologists or biology teachers should consider the general BS program in Biology.)

BS (combined major and second field); a minimum of 66 credits:

32(31) credits to be taken from:

Ant 210N	Introduction to Biological Anthropology	3 credits
Bio 110N	General Biology I	4
Bio 111N	General Biology II	4
Bio 212	Genetics	4
OR Bio 205N	Human Genetics	(3)
Chm 120N	General Chemistry	3
Chm 121N	General Chemistry II	3
Chm 122a,b	General Chemistry laboratory	2
Phy 105N	General Physics I	3
Psy 101M	Introduction to Psychology	3
Mat 108Y	Elementary Statistics	3
OR Psy 210	Statistical Methods in Psychology	
OR	One semester of college math exclusive of Mat 100 and 103.	
OR	CSI 101Y, or 201Y or equivalent.	
		32(31)

A minimum of 15 credits to be selected from:

Ant 313	Demographic Anthropology	3
Ant 315	Topics in Biological Anthropology	3
Ant 319	Physical Growth and Development	3
Ant 413	Human Morphology	3
Ant 411	Human Population Biology	3
Ant 418	Bio-medical Anthropology	3
Ant 450	Medical Anthropology	3
Bio 308	Parasitic Diseases and Human Welfare	3
Bio 325	Functional Morphology of Chordates	4
Bio 419 (Ant 412)	Human Population Genetics	3

Remaining credits to be selected from above list or:

Ant 110N	Introduction to Human Evolution	3
Ant 119	City and Human Health	3
Ant 310	Human Paleontology	3
Ant 364P	Anthropology of Health and Health Care	3

Bio 150	Brain, the Final Frontier	3
Bio 220N	Human Physiology	3
Bio 230P	People and Resources in Ecological Perspective	3
Bio 407	Parasitology	3
Bio 438	Comparative Endocrinology	3
Mat 308Y	Topics in Statistical Inference	3
	OR equivalent	
Phy 108N	General Physics II	3
Phy 106	General Physics Lab I	1
Phy 109	General Physics Lab II	1
Psy 314	Biological Basis of Behavior	3
Psy 385	Evolutionary Psychology	3
Psy 387	Behavioral Genetics	3

Up to three of the elective credits may be chosen from:

Bio 311P	World Food Crisis
Gog 102M	Introduction to Human Geography
Gog 380P	Medical Geography

2) To go into the *Degree Requirements* section of the catalog:

BS in Human Biology (combined major/minor) a minimum of 66 credits including Ant 210N, Bio 110N, Bio 111N, Bio 212 OR Bio 205N, Phy 105 N, Psy 101M, Chm 120N, Chm 121N, Chm 122a, b, Mat 108Y OR Psy 210, OR one semester of college math exclusive of Mat 100 and 103, OR CSI 101Y, OR CSI 201Y or equivalent.

Major electives must include a minimum of 15 credits to be selected from the following list: Ant 313, Ant 315, Ant 319, Ant 411, Ant 418, Ant 450, Bio 308, Bio 325, Bio 419 (Ant 412).

Remaining elective credits may be selected from the above list or from: Ant 110^N, Ant 119, Ant 310, Ant 364P, Bio 150, Bio 220N, Bio 230P, Bio 407, Bio 438, Bio 460, Mat 308Y or equivalent, Phy 106, Phy 108, Phy 109, Psy 314, Psy 385, Psy 387. Up to three of the elective credits may be chosen from: Bio 311P, Gog 102M, and Gog 380P.

UNIVERSITY SENATE
UNIVERSITY AT ALBANY
STATE UNIVERSITY OF NEW YORK

Introduced by: Undergraduate Academic Council

Date: April 28, 1992

REVISION TO POLICY ON CREDIT LIMIT

IT IS HEREBY PROPOSED THAT THE FOLLOWING BE ADOPTED:

- I. Undergraduate students may not register for more than 19 credits ^{exclusive of 100+200 level.} without permission of the Dean of Undergraduate Studies. This limit extends the restriction through the Program Adjustment period.
- II. That this bill be forwarded to the President for approval.

RATIONALE:

The current policy reads as follows:

No undergraduate student may early register for more than 19 credits exclusive of one hundred and two hundred level physical education courses. (University Senate, 4/1/74)

The proposed policy change would extend the restriction through the program adjustment period, allowing for waivers at the discretion of the Dean of Undergraduate Studies.

1. The rationale for the original policy reflected concern over students "banking" courses: registering for more than 6 courses, attending the first few sessions, and then dropping 1 or more that appear undesirable. While the original policy inhibits this practice during early registration, it allows "banking" during the program adjustment period. Extending the prohibition through the program adjustment period would give the Dean's Office the opportunity to confirm that students have sound academic reasons for taking more than 19 credits.
2. There is ample evidence that the academic standing of many students may be significantly worsened by attempts to complete large numbers of credits. The proposed restriction would allow the Dean's Office to consider the student's overall record in making a judgment with regard to the advisability of allowing a registration in excess of 19 credits.
3. In the current resource climate, the case for the 19+ restriction during early registration, if not also for the program adjustment period, is strengthened by issues of equity: students should be prevented from registering for an unusually number of credits (without compelling academic reasons or with little intent or likelihood of completing them) when other students who need the same courses and who are not "over-enrolled" may be closed out from them.

UNIVERSITY SENATE
UNIVERSITY AT ALBANY
STATE UNIVERSITY OF NEW YORK

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UNIVERSITY SENATE
UNIVERSITY AT ALBANY
STATE UNIVERSITY OF NEW YORK

Introduced by: Undergraduate Academic Council

Date: April 28, 1992

POLICY TO DEREGISTER STUDENTS WHO FAIL TO ATTEND CLASSES

IT IS HEREBY PROPOSED THAT THE FOLLOWING BE ADOPTED:

- I. Beginning on the seventh day of classes, instructors may deregister students who fail to attend class, explain absence, or officially drop within the first six days of classes of a term unless prior arrangements to preserve the registration have been made by the student with the instructor. Faculty deregistration authority may be exercised only if there are unregistered students who wish to add the course; it is limited to the add period at the beginning of each semester.
- II. The *Undergraduate Bulletin* should also include the following statement:
"Not all faculty exercise this prerogative. Students must take the responsibility of dropping a course by submitting a Program Adjustment form if they wish to avoid and "E" or "Z" in that course."
- III. The policy be implemented beginning with the Spring 1993 semester.
- IV. That this bill be forwarded to the President for approval.

RATIONALE:

In the context of current student demand for entry to closed courses, it is imperative that instructors know the availability of seats in their classes so that students on waiting lists can receive timely permission to enter. Students who are registered but neither attend nor plan to attend do not deserve priority over others who have come to class and hope to register for it if seats are available.

UNIVERSITY SENATE
UNIVERSITY AT ALBANY
STATE UNIVERSITY OF NEW YORK

Introduced by: Undergraduate Academic Council

Date: April 28, 1992

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IT IS HEREBY PROPOSED THAT THE FOLLOWING BE ADOPTED:

- I. Instructors may deregister students who fail to attend ^{to} class, ^{of classes} explain absence, or officially drop within the first ~~seven~~ ~~calendar~~ ~~days~~ ~~of a term~~ unless prior arrangements to preserve the registration have been made by the student with the instructor. Faculty deregistration authority may be exercised only if there are unregistered students who wish to add the course; it is limited to the add period at the beginning of each semester.
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- III. That this bill be forwarded to the President for approval.

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UNIVERSITY AT ALBANY
STATE UNIVERSITY OF NEW YORK

May 1, 1992

To the University Community:

President Swygert has asked that I respond to recommendations from students and student groups -- among them the Student Association, the National Women's Rights Organizing Coalition, ASUBA, and BABGO -- regarding actions the University might implement in response to sexual assaults that were reported to have occurred on and off campus. We share their concern and outrage and agree that sexual assault in all its manifestations must be deplored and prosecuted in every instance possible.

In the President's April 20, 1992 letter to members of the University at Albany family he shared information regarding three reports of sexual assault on female students. Since that letter was released there have been two additional reported incidents, bringing the total number to five.

- On March 16 a student reported to the University that she had been sexually assaulted on March 10 in an on-campus parking lot at Colonial Quadrangle at approximately 7:30 pm.
- On March 30 the University received a call from the mother of a student reporting that her daughter had been sexually assaulted at an off-campus party at a private residence the weekend of March 13.
- On April 17 one of our students reported that she had been sexually assaulted at an off-campus party at a private residence.
- On April 27 a student who resides on Indian Quadrangle reported that she had been sexually assaulted on April 20 in her bedroom by an acquaintance.
- On April 30 one of our students on Indian Quadrangle reported that she too had been sexually assaulted in her room by an acquaintance on April 12.

In all instances we are taking appropriate action to protect the rights of victims and to bring persons responsible to justice. In all but the first case, the victim is an acquaintance of the alleged perpetrator. Upon completion of our investigations, two of the campus-based cases have been referred to the District Attorney's Office for action. A third remains under investigation. The President has also ordered the

University's Office of Judicial Affairs to review each case with or without a complaining victim, to determine if campus judicial action is appropriate. One case will be heard next week.

As we take action it is important for you to know that the University does not have the authority to prosecute student misconduct that occurs off campus. In such instances we rely on local authorities to pursue these cases to the fullest extent of the law. Campus police and other officials will continue to assist local authorities in every way possible in their investigations.

The University has initiated the following actions to help mitigate the occurrence of sexual assaults of our students.

- We will refer all sexual assault complaints for internal judicial review even when the complainant has not come forward.
- We will strongly encourage the District Attorney's Office to expedite sexual assault cases referred by the University.
- We have instituted foot patrols on the podium in the evenings and assigned security dedicated to Alumni Quad on the downtown campus.
- We have suspended University recognition of the fraternity group identified with one of the incidents, during our investigation.
- We have also asked anyone with information regarding the above incidents to come forward with their information, including offering to have University officers visit the home of students who report sexual assault if that will help them come forward to file a formal complaint.
- Our Off-Campus Housing Office will collect and make available information concerning incidents which occur in local student housing areas and poor health and safety conditions to students looking for apartments.
- We have initiated periodic door-to-door campaigns of information and communication in the city areas heavily populated by students.
- We have moved the University Police Department to the Division of Student Affairs in order to bring matters of student safety closer to professionals who provide for the health and well-being of students.
- The President's Task Force on Women's Safety is about to implement a sexual assault protocol that will protect the privacy of victims and expedite complaints that are filed.
- During Orientation, freshman students will participate in programs designed to increase their awareness about sexual assault and personal safety.
- We will place greater emphasis on training professional and paraprofessional staff who have direct responsibility for the well

-We will place greater emphasis on training professional and paraprofessional staff who have direct responsibility for the well being of our students (e.g. Residential Life staff, Middle Earth, Counseling Center, University Police Department, etc.)

-University police will continue to provide crime blotter information to the Albany Student Press and to the President's Task Force on Women's Safety.

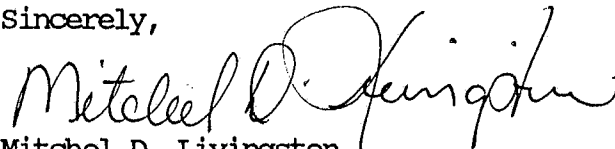
-The President will cosponsor with Student Association periodic discussion sessions with students. This will be an extension of his current practice of meeting with Student Association Officers and the Central Council.

We will continue to reiterate our personal belief and conviction that NO means NO.

Additionally, the President will carefully review a number of recommendations regarding escort and bus services; the role of alcohol and substance abuse in sexual assault; foot patrols and the like, to determine if there are further safety measures we might undertake. I invite you to forward any recommendations you might have to the Office of Student Affairs, 129 Administration Building.

We have heard many voices over the past several weeks. We have listened and shared our concerns. Indeed, if we all listen and share with each other, we will emerge as a stronger community.

Sincerely,



Mitchel D. Livingston
Vice President for Student Affairs