

UNIVERSITY SENATE  
ATTENDANCE

Meeting of: April 16, 1990

Bis Colby (GUEST)	Paul Wallace
W A Parford	Greg Stevens
B Marsh	Don Raeb
KF Patchiff	J J Brennan
Paul Leonard	John Jackson
Robert Rosellini	Wend Colby
Andrea N. Bigger	Judith Hudson
Bruce Dulek	Donna Parka
John S. Mackie	Yvonne Melita
Burt A. Reed	John Sedole
Robert M. Jarrow	Connie Walker
Dorothy Christensen	Ed Reilly
Jeff Lusk	Shirley Jones
Grant H. Gibson	Angie Book Kim
Tomie J. Jenson	Carson Cann
Michael S. Stinger	Ray J. Cross
Malcolm Sherman	Morton Abrahamson
James W. Wesmar	Jeanne Gullahorn
James J. Kiepper	Judy Letterleaf
Dick Farnell	Chris Kersen
Meredith Butler	KENNETH STERN
Iran D. Steen	W. F. Hammond
Steven F. Messum	H. L. Hamilton
Robert Brighton	ME WOOD
Jed Turner	
Robert Stone	

UNIVERSITY SENATE  
Monday, April 16, 1990  
3:30 p.m. — Campus Center Assembly Hall

Administration 259  
Albany, New York  
12222

AGENDA

1. Approval of Minutes: University Senate, February 26, 1990
2. President's Report
3. SUNY-wide Senate Report
4. Chair's Report
5. Council Reports
  - a. Council on Academic Freedom and Ethics – H. Hamilton
  - b. Council on Educational Policy – B. Marsh
  - c. Graduate Academic Council – K. Ratcliff
  - d. Council on Libraries, Information Systems and Computing – V. Aceto
  - e. Council on Promotion and Continuing Appointment – J. Fetterley
  - f. Council on Research – E. Reilly
  - g. Student Affairs Council – S. Rhoads
  - h. Undergraduate Academic Council – J. Levato
  - i. University Community Council – S. Jones
6. Old Business
7. New Business
  - a. Appointments to Councils
  - b. Senate Bill 8990-17: Transfer of "D" Grades
  - c. Senate Bill 8990-18: "S" Grade Limitations
  - d. Senate Bill 8990-19: Amendment to the Residence Requirement
  - e. Senate Bill 8990-20: UNI 180 – Undergraduate Supervised Research
  - f. Senate Bill 8990-21: Admission Requirements for Undergraduate Major in Psychology
  - g. Senate Bill 8990-22: BA/BS-MBA Five Year Program in Business Administration
  - h. Senate Bill 8990-23: Academic Integrity
8. Adjournment

UNIVERSITY SENATE  
April 16, 1990

Administration 259  
Albany, New York  
12222

PRESENT: V. Aceto, R. Bosco, L. Brannon, D. Brighton, M. Butler, C. Carr, D. Christiansen, D. Cohen, G. DeSole, R. Farrell, J. Fetterley, R. Garvin, R. Gibson, R. Greene, J. Gullahorn, H. Hamilton, W. Hammond, A. Hoffer, J. Hudson, J. Jacklet, S. Jones, C. Kersten, J. Kiepper, S. Kim, W. Lanford, P. Leonard, J. Luks, J. Mackiewicz, B. Marsh, D. Meliti, S. Messner, V. O'Leary, D. Parker, K. Ratcliff, D. Reeb, E. Reilly, B. Reisch, M. Sattinger, M. Schoolman, M. Sherman, I. Steen, K. Stern, G. Stevens, R. Stross, L. Tornatore, E. Turner, G. Walker, P. Wallace, J. Wessman.

GUESTS: R. Collier, B. Dudek, R. Rosellini.

The meeting was called to order by Chair Bosco at 3:45 p.m.

1. Approval of the Minutes

The minutes of the February 26, 1990, were moved and seconded. Senator Hamilton made the following correction: "CAFE has asked that a widely distributed statement on sexual harassment be withdrawn, and that a correction be sent to those who received the original document. The statement ("Faculty and Staff Members' Roles in Preventing Incidents of Sexual Harassment") included the following sentence: 'Academic freedom does not provide a license to offend, intimidate or fondle students.' CAFE objects to the juxtaposition of "fondle" with "offend" and "intimidate." Fondling, we agree, bears no relationship to academic freedom. But vigorous discussion of controversial issues may well result in statements that offend or intimidate. CAFE's views are spelled out more fully in a two page memo. CAFE wants to make it clear that instructors engaged in vigorous debate on issues that properly arise in a course need not fear charges of sexual harassment. The document that CAFE finds objectionable was used and distributed by sexual harassment officials on campus." The minutes were approved as corrected.

2. President's Report

At this time, it is unclear how Legislature will deal with the budget, said President O'Leary. The University at Albany has a \$100 million per year budget. Our total reduction will be approximately \$3.1 million. Through a management plan, the University will be able to save \$1.6 million. The net problem is \$1.5 million, said the President. The Budget Panel will be working on this problem.

3. SUNY-wide Senate Report

Senator Wallace stated that the SUNY-wide Senate will meet at the end of April.

4. Chair's Report

Chair Bosco made a revision to the 1989-90 Revised Meeting Schedule that was available at the information table. He stated that the April 23 Faculty Forum will be open to all faculty Senators and interested faculty. The topic of Division I will be the only agenda item. The Senate meeting on April 30 will have two agenda items: Elections for officers for the 1990-91 Senate and the vote on Division I.

Senator Hammond asked Chair Bosco what the outcome on the student vote to increase funds to support Division I. Senator Luks responded that approximately 12 percent of the student body voted on this issue. Of that percent, 69 percent were in favor of increasing funds and 31 percent were against it.

5. Council Reports

a. Council on Academic Freedom and Ethics: Senator Hamilton reported CAFE reviewed its second poster of the year. The Council recommended to the President that it be approved. Only posters that exhibit fighting words or a clear and present danger of violence will be disapproved.

CAFE is investigating allegations by two faculty members of unethical behavior against several administrators, said Senator Hamilton. The Council is trying to handle the investigation in confidence.

Senator Aceto asked if CAFE's final report will be available or will it be in confidence. Senator Hamilton replied the report will be delivered to the Senate.

Council on Educational Policy: Senator Marsh stated that legislation on assessment will be presented at the May 7 Senate meeting.

Graduate Academic Council: Senator Ratcliff reported the Council approved, with UAC, the program in Business Administration. This program will be discussed under New Business.

Council on Libraries, Information Systems and Computing: Senator Aceto had nothing to add to the written report.

Council on Promotion and Continuing Appointment: Senator Fetterley had nothing to report.

Council on Research: Senator Reilly had nothing to report.

Student Affairs Council: There was no report.

Undergraduate Academic Council: Senator Messner, reporting for Senator Levato, said there were bills to be considered under New Business.

University Community Council: Senator Jones reported that the Council will submit their new charges at the May 7 Senate meeting. Chair Bosco reminded the Senate the Executive Committee charged UCC to review their charges.

6. Old Business

There was no Old Business.

7. New Business

a. Appointments to Councils: The appointments come to Senate moved and seconded by the Executive Committee. The appointments were approved.

Chair Bosco reminded Senators that the following bills come to the Senate floor moved and seconded by the Executive Committee.

b. Senate Bill 8990-17: Transfer of "D" Grades. Senator Messner stated that questions can be directed to R. Collier. The bill was approved.

c. Senate Bill 8990-18: "S" Grade Limitations. "S" grades cannot be used for 300 or 400 level courses; they can be used for 100 and 200 level courses in the major and/or minor. The matriculation date is used to avoid ex post facto concerns. The bill was approved with 1 against and three abstentions.

d. Senate Bill 8990-19: Amendment to the Residence Requirement. Senator Messner stated this was a housekeeping detail. There is a waiver requirement with Albany Law School currently in place, the University should also have a waiver requirement available for those in the engineering program, said Senator Kim. Discussion centered around the 90 credits a student needs to be eligible for this requirement. The bill was approved.

e. Senate Bill 8990-20: UNI 180 - Undergraduate Supervised Research. Senator Messner stated this would provide undergraduates the opportunity to be involved in research activities. It was noted some departments offer this opportunity to their students, and should be encouraged to continue this practice. The bill is a one time opportunity for students whose departments do not offer this kind of research activity. The Office of the Dean for Undergraduate Studies will monitor this carefully. The bill was approved.

f. Senate Bill 8990-21: Admission Requirements for Undergraduate Major in Psychology. There was discussion on the number of departments that have a GPA requirement. The Psychology Department has a large number of students applying for this major which will affect approximately 200-300 students. There was also discussion on the reason behind the minimum of a "C" grade. It was noted that +/- grades transfer as a letter grade. The bill was approved with one against and one abstention.

g. Senate Bill 8990-22: BA/BS-MBA Five Year Program in Business Administration. This provides an opportunity for students to go into the MBA program, if so desired, stated Senator Messner. The bill was approved.

h. Senate Bill 8990-23: Academic Integrity. Senator Lanford was asked by the Executive Committee to head a committee to codify what the procedures have been in cases of academic dishonesty. Senator Lanford stated that the new legislation is the wording in italics. The essence of the bill is to insert procedures that are already in effect.

Discussion then centered around what documents would be destroyed once the student graduates. Even though disciplinary action is noted on the transcript, the transcript is not the total permanent record.

The bill was approved with one abstention.

Chair Bosco commented on Senate Bill 8990-21. Departments, in Chair Bosco's estimation, have a right to set admission standards. But, he said, he is concerned about the students who are excluded from the major of their first choice. Where are they to go? This is a serious issue. Accordingly, Chair Bosco charged UAC to conduct a review of admission requirements for all undergraduate programs, and to consider the appropriateness of a University-wide requirement for admission to the major.

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

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "G. DeSole".

Gloria DeSole  
Secretary

UNIVERSITY AT ALBANY  
UNIVERSITY SENATE

1989-90 Meeting Schedule Revised

EXECUTIVE COMMITTEE

3:30 p.m. -- AD 253

April 2  
(Nominations for Chair-Elect  
and Secretary, 1990-91)

April 24

UNIVERSITY SENATE

3:30 p.m. -- Assembly Hall

April 16  
~~(Elections for Chair-Elect  
and Secretary, 1990-91)~~

April 30 (Special Session of the Senate)  
(Division I Athletics Vote) + *Election*

May 7  
(2:30 p.m., 1989-90 Senate)

FACULTY FORUM

April 23, 1990 (3:30 p.m., Assembly Hall)  
(Division I Athletics Discussion)

1990-91 Organizational Meeting

May 7, 1990 (2:00 p.m., 1990-91 Senate)  
Assembly Hall

Council Organizational Meetings

May 8, 1990

	<u>AD 123</u>	<u>AD 253</u>	<u>AD 267</u>
9 a.m.	SAC	EPC	UAC
10 a.m.	CAFE	CPCA	GAC
11 a.m.	UCC	Res	LISC

All matters requiring the attention of the Senate and the Executive Committee should be submitted to the Senate Recorder two weeks prior to the appropriately scheduled meeting.

CAFE has asked that a widely distributed statement on sexual harassment be withdrawn, and that a correction be sent to those who received the original document. The statement ("Faculty and Staff Members' Roles in Preventing Incidents of Sexual Harassment") included the following sentence: "Academic freedom does not provide a licence to offend, intimidate or fondle students." CAFE objects to the juxtaposition of "fondle" with "offend" and "intimidate." Fondling, we agree, bears no relationship to academic freedom. But vigorous discussion of controversial issues may well result in statements that offend or intimidate. CAFE's views are spelled out more fully in a two page memo. CAFE wants to make it clear that instructors engaged in vigorous debate on issues that properly arise in a course need not fear charges of sexual harassment. The document that CAFE finds objectionable was used and distributed by sexual harassment officials on campus.



UNIVERSITY SENATE  
Report of  
Libraries, Computing and Information Systems Council  
April 16, 1990

The Council received a proposal for a proposed Policy Statement and Procedures for Promotion and Continuing Appointment for Library Faculty. These documents will be reviewed by the Council at the next meeting.

An addendum to the University Library Collection Development Policy dealing with electronic media was discussed and approved by the Council. This policy addendum follows current practice for other media formats.

The Library Construction Task Force is studying the Construction Report for the new library and will be proposing recommendations. A report will be presented to the Council by the end of the semester.

The Computing "Advisory Committee has been meeting on a bi-weekly basis. A bill on extension of the present experimental policy on allocation of main-frame computer resources was approved by the Council and will be introduced at the next Senate meeting. The Committee is now reviewing the latest version of the SITE (Shaping the Technology Environment) document.

The Instructional Technology Advisory Committee has prepared and distributed a survey on attitudes and use of instructional technology by faculty. A summary of the findings of this survey will be presented to the Council and Senate later this semester. The Committee enthusiastically endorsed the concept and design of a proposal for a computer-based classroom for writing instruction. Finally, the Committee is working on a policy for instructional technology for the University.

FACULTY SENATE CHANGES

Science and Mathematics

Jon Jacklet

Replaces Paulette McCormick for Spring 1990 only

No Council assignment

FACULTY CHANGES

Rodney Hart

Proposed for LISC

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UNIVERSITY SENATE  
UNIVERSITY AT ALBANY  
STATE UNIVERSITY OF NEW YORK

TRANSFER OF "D" GRADES

INTRODUCED BY: Undergraduate Academic Council

DATE: February 12, 1990

IT IS HEREBY PROPOSED THAT THE FOLLOWING BE ADOPTED:

- I. That grades of "D" no longer transfer to the University at Albany.
- II. That this policy become effective Fall 1991.
- III. That this Bill be forwarded to the President for approval and implementation.

## RATIONALE

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The grade of "D" is defined as "Poor" by the University at Albany. It applies toward graduation "only if it is balanced at the same institution by grades of A or B. For balancing purposes, pluses and minuses associated with a grade are ignored." Although Albany work must also average to at least 2.0, transfer credit averaging 1.7 (50% "D-" and 50% "B-" is acceptable under the current legislation.

If a "D" is obtained in the major or minor, it must be balanced at the same institution by an A or B in the major or minor, respectively. Within S/U-graded courses or when a student exercises the S/U option, "D" grades (D+, D and D-) and "E" grades are failure ("U"), since "S" is defined as "C-" or better. For Albany or transfer work to apply to the Writing Intensive requirement, the same distinction is made (i.e., a transfer student may not use a "D+" in Eng 100 to meet part of Albany's writing requirement.)

Balancing in the major does not apply for some major admission requirements; e.g., a "D" in Psy 101M is unacceptable for a student wishing to declare a psychology major; "D's" in Eco 100M, Eco 101M or calculus are unacceptable for economics; "D's" in Com 100Y or statistics for communication; "D's" in Calc I and II for math; etc. In addition, departments may require work of "C-" or better in a prerequisite course before a student may be allowed to enter advanced work in the discipline.

Therefore, informing a transfer student that a "D" yields credit is actually contingent upon many conditions, which are subject to future change if the student changes her/his major or minor. The current practice also results in differential treatment of two transfers from the same institution with essentially the same average, depending on the number and location of their D, B, and A grades.

In addition to ample precedent of other institutions which do not accept "D" grades in transfer, both Albany and the entire SUNY system apply this principle to proficiency credit. The "C" norm on exams such as CLEP and CPE and the scores of "5" through "3" ("A" through "C") on Advanced Placement exams yield credit; scores below the "C" norm or AP scores of "2" and "1" ("D" and "E") yield no credit or placement.

The operating premise is that "excellent," "good," or "fair" work from one institution or on a proficiency exam should, to the greatest extent possible, be recognized as acceptable by other institutions. In contrast, there is no expectation among institutions, public or private, that a campus must accept "D" work from another campus or deal with student deficiencies in preparation, ability or knowledge when the "D" is acquired in a prerequisite course or in writing, general education, major or minor requirements.

The proposed legislation may be particularly appropriate at a time when the University is facing the prospect of admitting increasingly higher percentages of transfers vs. freshmen. The disallowance of credit for D-graded work will not discourage transfers whose lowest grade was a "C" at the other institution.

UNIVERSITY SENATE  
UNIVERSITY AT ALBANY  
STATE UNIVERSITY OF NEW YORK

"S" GRADE LIMITATIONS

INTRODUCED BY: Undergraduate Academic Council

DATE: February 26, 1990

IT IS HEREBY PROPOSED THAT THE FOLLOWING BE ADOPTED:

- I. For graduation, an undergraduate student is limited to only two courses of "S", and these selected only from courses below the 300-level. These two courses of "S" may be in addition to all "S" grades received in department- or school-designated S/U graded sections of courses.
- II. That this policy become effective for undergraduates matriculating in Fall 1990 and thereafter.
- III. That this Bill be forwarded to the President for approval and implementation.

RATIONALE

If, in the judgment of the faculty involved, a course or section of a course should be graded S/U, then the department or school offering the course may designate it for this mode of grading. It follows that the reason for a student to be able to elect S/U grading for a course is not an intrinsic factor of the course itself but of the student's individual apprehensions about the content.

When the University decided to allow students to elect a few pass/fail courses, it was not to enable seniors or others to "lighten their load" or "bury C-level work" or "get around a significant hurdle in the major." Rather, it was argued the policy would encourage students to venture into a new, unfamiliar field with less risk. If successful, the student may then choose additional work, may even choose the discipline as a major or minor, and would pursue this work on an A-E graded basis.

Therefore, in limiting the option to two courses, the rationale remains for allowing the selection in introductory work that may later become part of the major or minor. The University signifies work at this level by using 100- and 200-level course numbers. In contrast, for work numbered 300-level and above, the University specifies: "The judgment of the faculty, will require prior academic achievement and experience."

UNIVERSITY SENATE  
UNIVERSITY AT ALBANY  
STATE UNIVERSITY OF NEW YORK

AMENDMENT TO THE RESIDENCE REQUIREMENT

INTRODUCED BY: UNDERGRADUATE ACADEMIC COUNCIL

DATE: APRIL 2, 1990

IT IS HEREBY PROPOSED THAT THE FOLLOWING BE ADOPTED:

I. SENIOR RESIDENCE REQUIREMENT BE GRANTED TO STUDENTS  
ACCEPTED INTO AND ENROLLED IN THE FOLLOWING ENGINEE-  
RING PROGRAMS:

Clarkson University

RPI

SUNY College New Paltz

The University at Binghamton, SUNY  
Wadsworth Engineering School

II. THAT THIS BILL BE FORWARDED TO THE PRESIDENT FOR  
APPROVAL AND IMPLEMENTATION.

IT IS PROPOSED THAT WAIVERS OF RESIDENCE REQUIREMENT be amended as follows:

A waiver of 30 credits of the Senior Residence Requirement be granted to students accepted into and enrolled in the following 3/2 engineering programs:

APPROVED 3/2 ENGINEERING PROGRAMS

Clarkson University  
Rensselaer Polytechnic Institute  
SUNY College at New Paltz  
SUNY University Center at Binghamton, Wadsworth Engineering School

Individual students in these programs will receive an automatic waiver only if the following conditions are met:

The student has earned, while in matriculated status, a minimum of 90 graduation credits in courses registered for on the Albany campus.

2. The student is a Chemistry or Physics major and completes the program for Chemistry or Physics.

3. The student has met all other university degree requirements, (examples upper level writing, Gen Ed., and major/minor residence, etc.) with the exception of senior residence, the 120 graduation credits necessary to receive a Bachelor of Science degree in Chemistry or Physics, and some upper level Chemistry and/or Physics electives.

RATIONALE

RATIONALE: This waiver would be similiar to another program, the Albany 3+3 Law Program, in which a student spends three years at Albany, finishes all degree requirements, except the last thirty credits and some liberal arts electives, and spends year 4 at the Albany Law School of Union University.

**UNIVERSITY SENATE**  
**UNIVERSITY AT ALBANY**  
**STATE UNIVERSITY OF NEW YORK**  
UNI 180 - UNDERGRADUATE SUPERVICED RESEARCH

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**INTRODUCED BY:        UNDERGRADUATE ACADEMIC COUNCIL**

**DATE:                    APRIL 2, 1990**

**IT IS HEREBY PROPOSED THAT THE FOLLOWING BE ADOPTED:**

- I. THE UNIVERSITY-WIDE OFFERINGS BE EXPANDED BY THE CREATION OF A NEW COURSE, UNI 180 UNDERGRADUATE SUPERVISED RESEARCH (description attached).**
- II. THAT THIS COURSE BE APPROVED FOR OFFERING IN THE SUMMMER 1990 TERM AND THEREAFTER.**
- III. THAT THIS BILL BE FORWARDED TO THE PRESIDENT FOR APPROVAL AND IMPLEMENTATION.**



UNIVERSITY SENATE

UNIVERSITY AT ALBANY  
STATE UNIVERSITY OF NEW YORK

INTRODUCED BY: UNDERGRADUATE ACADEMIC COUNCIL

DATE: March 19, 1990

IT IS HEREBY PROPOSED THAT THE FOLLOWING BE ADOPTED:

- I. The University-wide offerings be expanded by the creation of a new course, Uni 180 Undergraduate Supervised Research (description attached).
- II. That this course be approved for offering in the Summer 1990 term and thereafter.
- III. That this bill be forwarded to the President for approval and implementation.

RATIONALE

Participation in scholarly research can be one of the most important, valuable and memorable opportunities afforded undergraduates. This proposal is intended to allow mature and highly motivated students to begin such activities early in their academic career and thereby become active learners as soon as possible.

Although the University at Albany is rightfully proud of its status as a research university, most of our undergraduates do not regard research as an appropriate part of their own college experience. They think devoting time and energy to obtaining good grades is more important, or at least sufficient. Research, if done at all below the graduate level, is an activity pursued by some seniors and the rare junior within advanced work in the major.

This attitude must change. Therefore, the proposal seeks to provide more of our undergraduates the first-hand opportunity of working closely with faculty in research projects and engaging in the process of seeking new knowledge. They will see how active researchers work, what kinds of questions are raised, how hypotheses are tested, and how new knowledge is gained. By fostering this spirit of active vs. passive learning, we better prepare our undergraduates to educate themselves.

RATIONALE continued:

The climate is auspicious for this course. We continue to attract a bright, talented population of undergraduates. At the lower division, we have students as amenable to becoming turned on by research and as likely to be won over to a life of scholarship as those found at other research universities. Meanwhile, our faculty bring in external research grants worth about \$40 million a year. Both grant-affiliated projects and independent research work may need student apprentices, not as paid and narrowly specialized technicians, but as intellectual participants. In such a setting, it requires no great leap of the imagination to give our sophomores and juniors entrance to and a chance to partake of the research activities central to this University's mission.

The Dean of Undergraduate Studies, appropriately a member of the academic teaching faculty, shall be accountable for the administration of the program, responsible for judging that the proposed work promises to be a worthwhile learning experience for the student, with a probable workload commensurate with the three credits the student will receive. Through Undergraduate Studies, projects will be solicited, binders and/or bulletin boards maintained, and students encouraged to consider these opportunities. Day to day application and enrollment details will also be processed through this office.

In turn, the Interdisciplinary Studies Committee of UAC, under whose aegis Uni 180 will be offered each term, shall have continuing oversight and advisory responsibilities for the course. Specifically, they shall review the report submitted by the Dean of Undergraduate Studies each semester concerning Uni 180 projects undertaken during the preceding semester or term.

Although Undergraduate Studies may serve brokering/clearinghouse functions in helping to bring students and faculty together, the consent of the faculty member is also required before an individual student may undertake the proposed research. To accommodate the grading mode which the faculty member judges appropriate for the work, both an A-E and an S/U graded section of Uni 180 will be scheduled for each term.

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COURSE DESCRIPTION FOR THE UNDERGRADUATE BULLETIN

U Uni 180 Undergraduate Supervised Research (3 credits)

Individual, supervised research working with faculty in on-going research projects registered with the Dean of Undergraduate Studies  
Prerequisites: Consent of a member of the teaching faculty and permission of the Dean of Undergraduate Studies. Graded A-E or S/U at the discretion of the instructor. Open to sophomores and juniors

GUIDELINES FOR U UNI 180  
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The Dean of Undergraduate Studies will periodically solicit requests from University faculty interested in securing undergraduate research apprentices for their research. On the form provided, faculty wishing to do so will submit a short description of their research project along with explanatory notes concerning:

- 1) why an undergraduate apprentice is necessary;
- 2) what is expected of the student, including both the nature of the work to be performed and an estimate of the average number of hours required per week during the term;
- 3) what academic/intellectual preparations are required of the student (which may include specific skills or facility with research tools);
- 4) how the apprenticeship will benefit both the faculty member and the student; and
- 5) a stipulation that the student will not be paid for the work in addition to the receipt of credit (though of course may be compensated for expenses entailed in the conduct of the project).

The Office of Undergraduate Studies will be responsible for administration of this course, maintaining binders and/or bulletin boards containing updated lists of research opportunities for students. A faculty member may present a new project or remove it from the list at any time. Both through University publications and through CUE, EOP and CDC advisement processes, Undergraduate Studies will inform students that those wishing to engage in undergraduate research through this program should check the binders and/or bulletin boards for an appropriate topic, and then contact the faculty member listed as responsible for the project. The faculty supervisor will evaluate whether the student applicant has the appropriate motivation, background and skills to participate in the project. If the faculty member accepts the student, the student must submit to the Dean of Undergraduate Studies a description of research goals and objectives, the method of evaluation and grading mode for the project, and the faculty sponsor's supporting statement.

The preceding paragraph should not be construed as implying the Office of Undergraduate Studies is a necessary intermediary for all such undertakings. Either a student or instructor may initiate the idea of collaborative research, and indeed it is hoped such ideas will at times spring from interactions in lower division classes. In such cases, the student must also submit to the Dean of Undergraduate Studies a more lengthy statement from the faculty member responding to concerns 1 through 5 listed above.

UNI 180 GUIDELINES continued:

The Dean of Undergraduate Studies is charged with carefully reviewing the materials submitted by the student, judging that the proposed work promises to be a worthwhile learning experience for the student, with a probable workload commensurate with the three credits the student will receive. Therefore, that individual may ask for additional explanatory or supporting documents and, if not satisfied, may refuse to approve the student proposal. If approved, the Dean will issue the student an authorization sheet to register for that section of U Uni 180 graded A-E or S/U, as specified by the faculty sponsor.

Normally, students may enroll in the course during the Advance or Regular Registration periods. Therefore, students wishing a timely consideration of their proposals are encouraged to submit them as early as possible. Nevertheless, since it is understood research inspirations and opportunities do not always neatly coincide with academic calendar structures, the Dean in consultation with the faculty supervisor may grant exceptions to University deadlines for adding a course in a term.

The FTE's granted by the enrollment of students will accrue to the department with which the faculty sponsor is affiliated. As the original guidelines specify for all University-wide courses, this research course may, with the approval of the major or minor department, be applied toward the student's major or minor requirements, respectively.

As a final requirement for the course, all students must, in consultation with their faculty sponsors, submit a typewritten final report of each semester's work, preferably in professional journal format, to the faculty member. A copy of each report will be retained in the Office of Undergraduate Studies. Since it is not a realistic expectation that every research project or that portion of it undertaken by the student will reach fruition by the end of the term, it is understood that at times the final report submitted by the student will specify progress made, valuable experiences acquired (which may include failures!), future desiderata, etc. In all cases, it shall be the responsibility of the Dean in consultation with the faculty sponsor to ensure that such reports do not jeopardize on-going research ventures or abridge rights to future publication.

The Interdisciplinary Studies Committee of UAC, under whose aegis Uni 180 will be offered each term, shall have continuing oversight and advisory responsibilities for the course. Specifically, they shall review the report submitted by the Dean of Undergraduate Studies each semester concerning Uni 180 projects undertaken during the preceding semester or term. Based on that periodic review, the committee may recommend modification or extension of the course and guidelines or, through the UAC and Senate, may recommend eventual termination of this opportunity. The Interdisciplinary Studies Committee is not an "appellate" body for proposals turned down by the Dean of Undergraduate Studies; however, in unusual circumstances, the Dean may at times seek guidance from the committee concerning a proposal.

UNIVERSITY SENATE  
UNIVERSITY AT ALBANY  
STATE UNIVERSITY OF NEW YORK

ADMISSION REQUIREMENTS FOR UNDERGRADUATE  
MAJOR IN PSYCHOLOGY

INTRODUCED BY: UNDERGRADUATE ACADEMIC COUNCIL

DATE: APRIL 2, 1990

IT IS HEREBY PROPOSED THAT THE FOLLOWING BE ADOPTED:

I. THE ADMISSION REQUIREMENTS FOR THE UNDERGRADUATE  
MAJOR IN PSYCHOLOGY.

II. THAT THIS BILL BE FORWARDED TO THE PRESIDENT FOR  
APPROVAL AND IMPLEMENTATION.

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PROPOSED ADMISSION REQUIREMENTS FOR THE  
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UNDERGRADUATE MAJOR IN PSYCHOLOGY  
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Declaration of the major in psychology must be made by application to the department. Information on procedures for application is available from the Department Advisement Center. Application may be made during any semester at any time prior to final exam week, or prior to August during the summer sessions, but must be made before the student has earned 60 credits at the University at Albany. The criteria outlined below will apply to all coursework completed prior to and including the semester during which application is made. The department will notify students of action on the application before the subsequent semester. Psy 101M, 210 and 211 may not be taken elsewhere after matriculation at Albany.

- I. Criteria for Students Admitted to Albany as Freshmen (as of Fall 1990 and thereafter);
1. The student must have at least 24 hours of college credit (sophomore status).
  2. The student's cumulative grade point average for all coursework at the University at Albany must be 2.0 or higher at the time of evaluation of the application.
  3. The student must have a grade point average of 2.5 or higher for all coursework completed in the University at Albany psychology department at the time of evaluation of the application.
  4. The courses Psy 101M, Psy 210 and Psy 211 must have been completed with a minimum grade of "C" (understood as C-) in each. Students may be conditionally admitted to the major after completion of the requirements for Psy 101M and Psy 210. Psy 211 must be completed in the next semester following conditional acceptance to be admitted to the major.
- II. Criteria for Transfer Students Admitted to Albany (as of Fall 1992 and thereafter);
- For purposes of declaration of the major, the department recognizes three categories of transfer students. The criteria for admission to the major are different for these three categories. Transfer students may not apply transfer credit for Psy 101M, 210 or 211 with grades of "D" toward the major.
1. Transfer students who enter the University with less than 42 transfer credits or without credit for Psy 101M must fulfill the criteria specified in section I above.

2. Transfer students who enter the University with 42 or more transfer credits, have transfer credit for Psy 101M and Psy 210 with a grade of "C" or better in each, and have a 2.5 average for all psychology courses taken will be conditionally admitted to psychology as a major and receive advisement in the psychology department. Such students must complete Psy 211 in their first semester here with a grade of "C" (understood as C-) or higher or their admission to the major will be withdrawn.
3. Transfer students who enter the University with 42 or more transfer credits, have transfer credit for Psy 101M, 210 and 211 with a grade of "C" or better in each, and have a 2.5 average for all psychology courses taken may immediately declare psychology as a major.

### III. Interim Requirements for Transfer Students (beginning Fall 1990):

During the time prior to implementation of the full criteria for transfer students, such transfer students will be admitted to the major using the current criteria (1989-90 bulletin). In other words, the proposed requirements (section II above) will not apply until Fall 1992.

### IV. Appeals:

Students who do not meet the above criteria may retake courses in the Psy 101M, 210 and 211 sequence in order to achieve the minimum grades of "C." The criterion of a 2.5 average in psychology courses at the time of application to the major will be affected by duplicated enrollment in the following way: If courses are retaken, calculation of the average in psychology will use both grades.

Students who are denied admission to the major may appeal the decision by petitioning the department chair. Such appeals will be evaluated at the beginning of each semester, prior to the final date for adding courses. The decision on the appeal will be made by the department chair and the director of the advisement center.

### V. Implementation:

These admission criteria require assured availability of spaces in Psy 101M, Psy 210 and Psy 211 to all students who have completed the course prerequisite (where applicable) and who desire to pursue a psychology major. Breadth of time slots must also be considered to accommodate part-time and evening students.

During the next two years, all transfer admits to psychology will have their records reviewed in light of the 1992 requirements. Should those requirements prove to be too restrictive in terms of transfer student performance and enrollments, the transfer admission requirements may be revised to less restrictive requirements, and if approved by CAAS such requirements would become effective for Fall 1992 transfer admits or as soon as possible thereafter.

UNIVERSITY SENATE

UNIVERSITY AT ALBANY

STATE UNIVERSITY OF NEW YORK

BA/BS-MBA FIVE YEAR PROGRAM IN BUSINESS ADMINISTRATION

INTRODUCED BY: UNDERGRADUATE ACADEMIC COUNCIL

DATE: APRIL 2, 1990

IT IS HEREBY PROPOSED THAT THE FOLLOWING BE ADOPTED:

- I. THE BA/BS-MBA FIVE YEAR PROGRAM IN BUSINESS ADMINISTRATION.
- II. THAT THIS BILL BE FORWARDED TO THE PRESIDENT FOR APPROVAL AND IMPLEMENTATION.



THE EARLY-ADMISSIONS PROGRAM: BA/MBA OR BS/MBA

(A Bachelor of Arts Degree requires the completion of at least 90 credits in the liberal arts and sciences).

MAJOR (30 -36 Crs)

A	_____	3	_____
A	_____	3	_____
A	_____	3	_____
A	_____	3	_____
A	_____	3	_____
A	_____	3	_____
A	_____	3	_____
A	_____	3	_____
A	_____	3	_____
A	_____	3	_____
A	_____	3	_____
A	_____	3	_____

MINOR IN BUSINESS (18 Crs)

B ACC 211	3	_____
B ACC 222	3	_____
B MSI 215Y	3	_____ (OR CSI 101Y or CSI 201Y)
B MSI 220	3	_____ (OR MAT 108Y OR ECO 320Y)
B MGT 341	3	_____
B MSI 322	3	_____

ADDITIONAL REQUIREMENTS  
(12 Crs)

A ECO 100M	3	_____
A ECO 101M	3	_____
A ECO 300	3	_____ (OR ECO 301)
A MAT 106Y	3	_____ (OR MAT 112Y)

GENERAL EDUCATION REQUIREMENTS

_____	3	_____	Literature & Fine Arts	_____	3	_____
_____	3	_____	Social Science	_____	3	_____
_____	3	_____	World Cultures	_____	3	_____
_____	3	_____	Symbolics	_____	3	_____
_____	3	_____	Science	_____	3	_____
_____	3	_____	Values	_____	3	_____

Some courses required in the student's major, in the business minor, and/or in the additional requirements will also satisfy some general education requirements.

THE SEQUENCE OF COURSES IN THE MINOR  
AND THE ADDITIONAL REQUIREMENTS

FRESHMAN YEAR

FALL

Eco 100M

SPRING

Eco 101M  
Mat 106Y

SOPHOMORE YEAR

FALL

Acc 211  
Msi 215Y or Msi 220

SPRING

Acc 222  
Msi 220 or Msi 215Y

JUNIOR YEAR

FALL

Mgt 341 or Msi 322  
Eco 300 or Eco 301

SPRING

Msi 322 or Mgt 341

SENIOR YEAR

FALL

Bus 550  
Msi 517

SPRING

Fin 580  
Mkt 583  
Msi 581 16  
Msi 582 credits  
Mgt 584  
Bus 551

NOTE: students are encouraged to also enroll in Msi 330 during their junior year as preparation for Msi 581 and Msi 582.

## ADMISSIONS REQUIREMENTS

1. Prior to the end of the junior year, an applicant must have completed the GMAT exam and achieved a minimum score of 575.
2. During the Fall of the junior year, students interested in this program must make an appointment to see the Assistant Dean for Academic Services (BA 361A) to discuss the program and application/admission criteria.
3. During the Spring semester of the student's junior year, the student must submit an application for admission to the early admission MBA option. Applications are available in AD 112. All application criteria in effect now for application to the MBA Program must be followed.
4. At the conclusion of the junior year, an applicant for this early-admission program must have achieved a cumulative GPA at the University at Albany of 3.30.
5. All courses required in the Business minor must be completed with a final course grade of "B" (necessary to waive any first semester graduate courses). See attached.
6. In addition to the minimum 3.30 cumulative GPA (as of the end of the junior year), an applicant must have also achieved a GPA of 3.25 in 24-27 credits required in his/her major.
7. Students may not be admitted to this option if 100 or more undergraduate degree credits have been accumulated.
8. Completed applications received in AD 112 are to be forwarded to John S. Levato for review and processing by the Graduate Affairs Committee.

Students interested in this program are encouraged to contact John S. Levato (BA 361A) during their sophomore year.

Student Name \_\_\_\_\_

I.D. Number \_\_\_\_\_

THE TWO-YEAR MBA  
DEGREE REQUIREMENTS: (62 Credits)  
(effective 9/89)

FIRST YEAR

FALL SEMESTER: 16 CREDITS

B ACC 515	3	_____
B FIN 503	3	_____
B MGT 509	3	_____
B MSI 502	3	_____
B MSI 517	3	_____
B BUS 550	1	_____

SPRING SEMESTER: 16 CREDITS MIN.

B FIN 580	3	_____
B MSI 581	3	_____
B MSI 582	2	_____
B MKT 583	3	_____
B MGT 584	3	_____
B BUS 551	2	_____
B MSI 571*	1	_____

(recommended for students  
entering the MIS Subprogram -  
Counts as Elective Credit)

SECOND YEAR

FALL SEMESTER: 15 CREDITS

B _____ 60	3	_____
B _____ 60	3	_____
B _____ 69	3	_____
B MGT 671	3	_____
B BUS 675	3	_____

SPRING SEMESTER: 15 CREDITS

B _____ 60	3	_____
B _____ 60	3	_____
B _____ 69	3	_____
B MGT 682	3	_____
_____	3	_____

elective as advised

THE ACADEMIC CORE: 12 CREDITS

<u>FINANCE</u>	<u>HUMAN RESOURCE MANAGEMENT</u>	<u>MARKETING</u>	<u>MANAGEMENT INFO SYSTEMS</u>
FIN 601	MGT 601	MKT 601	MSI 601
FIN 602	MGT 602	MKT 602	MSI 602
FIN 603	MGT 603	MKT 603	MSI 603
FIN 604	MGT 604	MKT 604	MSI 604

THE FIELD STUDY: 3-6 CREDITS

FIN 690	MGT 694	MKT 693	MSI 691
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Notes:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Program to be completed as outlined above \_\_\_\_\_  
School of Business Rep.

THE FIVE-YEAR BS IN BUSINESS  
ADMINISTRATION/MASTERS IN BUSINESS  
ADMINISTRATION PROGRAM FOR UNIVERSITY AT  
ALBANY UNDERGRADUATE BUSINESS  
ADMINISTRATION MAJORS

THE SEQUENCE

FALL FIRST YEAR

Eco 100M  
 Psy 101M (Interchangeable)

SPRING FIRST YEAR

Eco 101M  
 Soc 115M or Ant 200 W/J  
 Mat 106Y

FALL SECOND YEAR

Acc 211  
 Msi 215Y (Interchangeable)

SPRING SECOND YEAR

Acc 222  
 Mat 108Y  
 Eco 300 or 301

FALL THIRD YEAR

Mgt 341  
 Mkt 310  
 Msi 330

SPRING THIRD YEAR

Msi 322  
 Fin 300

FALL FOURTH YEAR\*

Bus 550  
 Msi 517

SPRING FOURTH YEAR

Fin 580      Msi 582  
 Mkt 583      Mgt 584  
 Msi 581      Bus 551

FALL FIFTH YEAR

Academic core in  
 specialization (6 cr.)  
 Field Study (3 cr.)  
 Mgt 671  
 Bus 675

SPRING FIFTH YEAR

Academic core in  
 specialization (6 cr.)  
 Field Study (3 cr.)  
 Mgt 682  
 Elective as advised

\*All other graduate courses normally scheduled for Fall are waived so long as you meet the minimum criteria for waiving courses. See the waiver chart.

UNIVERSITY SENATE  
UNIVERSITY AT ALBANY  
STATE UNIVERSITY OF NEW YORK

PROCEDURES FOR DEALING WITH CASES OF ACADEMIC DISHONESTY

INTRODUCED BY: Executive Committee

DATE: April 2, 1990

IT IS HEREBY PROPOSED THAT THE FOLLOWING BE ADOPTED AS MODIFICATIONS TO BILL 8485-03 "Standards of Academic Integrity":

- I. The PENALTIES AND PROCEDURES section of Bill 8485-03 would then read as in the attached text. The additions are in italics and deletions are in brackets.
- II. That this Bill be forwarded to the President for approval and implementation.

**RATIONALE:** While the University Senate has adopted legislation defining standards of academic integrity (Bill 8485-03) and prescribing the composition and procedures of the Committee on Student Conduct (Bills 8687-07, 8485-17 and 8384-02), it has not passed legislation concerned with the general procedures, including appeals, for dealing with cases of academic dishonesty. The present legislation is largely intended to codify the present operating procedures and was developed with close interaction with the Offices of Academic Affairs, Graduate Studies and Student Affairs.

## PENALTIES AND PROCEDURES

### Faculty Course Sanctions

When a faculty member has information that a student has violated academic integrity in a course or program for which he or she is responsible and determines that a violation has occurred, he or she will inform the student and impose an appropriate sanction. A faculty member may make any one or a combination of the following responses to the infractions cited above:

- warning without further penalty;
- requiring rewriting of a paper containing plagiarized material;
- lowering of a paper or project grade by one full grade or more;
- giving a failing grade on a paper containing plagiarized material;
- giving a failing grade on any examination in which cheating occurred;
- lowering a course grade by one full grade or more;
- giving a failing grade in a course.

If a faculty member announces a failing grade in the course as a possible result of academic dishonesty, the student receiving such a penalty will not be permitted to withdraw from the course unless the grievance or judicial system rules in favor of the student.

Any faculty member encountering matters of academic dishonesty in an academic program or class for which he or she has responsibility may, in addition to, or in lieu of, the actions cited above, refer a case to the University Judicial System. After considering the case under the procedures provided by the University, the appropriate University judicial body will recommend the disposition of the case which can include disciplinary probation, suspension, or expulsion from the University.

### Judicial Procedures

*The University at Albany operates under a presumptive penalty system for cases of academic dishonesty. Generally, a student with no prior disciplinary record who is found guilty of academic dishonesty will be suspended from the University for a minimum of one semester. Those guilty of a serious offense or repeated offenses can expect to be suspended for two or more semesters or, in aggravated cases, expelled.*

*The University Council fixes the general rules for the University's judicial system. The following procedures for matters of academic dishonesty are consistent with those general rules.*

1. *Any member of the University Community encountering matters of academic dishonesty may report such matters to the Office of the Dean of Undergraduate Studies or the Dean of Graduate Studies, as appropriate. Those offices are responsible for describing the options available for dealing with cases of academic dishonesty. Representatives of those offices may attend any subsequent hearing as a nonparticipating observer.*
2. *If a faculty, student or staff member wishes to pursue a matter formally, he or she may refer the case to the University judicial system through the Office of the Vice President for Student Affairs. The Dean of Graduate Studies or the Dean of Undergraduate Studies may also refer cases to the University judicial system through the Office of the Vice President for Student Affairs.*

3. *The Vice President for Student Affairs is responsible for the implementation of hearing procedures as defined in the Student Guidelines. The Vice President or an appointed designee will schedule cases referred to his or her office for hearing before a panel made up of members from the Committee on Student Conduct or a Hearing Officer.*
4. *The purpose of a hearing is to determine the facts of the case and to recommend sanctions. The results of the hearing are communicated to each of the three parties to the case: the student, the complainant, and the appropriate Dean. If no appeal for a rehearing is made by any of those, the recommended sanction will be forwarded to the Vice President for Academic Affairs for review and implementation.*
5. *If any of the three parties to the case believe that (1) due process was not followed in the case, or (2) that the recommended sanction was not commensurate with the offense, or (3) that important new evidence is available, that party has a right to appeal the case. Such appeals are made to the Vice President for Academic Affairs or an appointed designee who shall review the appeal in accordance with these criteria and determine if the appeal is to be accepted and a rehearing ordered. In such a case, a subcommittee composed of members of the Committee on Student Conduct not involved in the original hearing will be convened. The results of such a rehearing, along with all other records of the case, will be communicated to the Vice President for Academic Affairs who will make final disposition of the case and provide for its implementation.*
6. *In some cases, a hearing will not be necessary if a student admits to the charges filed or if a resolution is achieved between the student and faculty or staff member by mutual consent. In either case, a faculty Hearing Officer will review the case and, if satisfied with the plea or resolution, may proceed without a hearing to recommend a sanction in the case as provided above.*

*In those instances where faculty or staff members do not refer a violation to the University judicial system but instead deal with the matter entirely within the bounds of discretion available to them, they are expected to report in writing to the Offices of Graduate or Undergraduate Studies, as appropriate, all sanctions they impose, along with a brief description of the incident. A copy of the report is to be given to the student. These offices will maintain a copy of such reports for the duration of a student's enrollment at the University. Upon graduation or separation of the student from the University, these confidential reports will be destroyed. Violations of academic integrity by graduate students are reported by faculty directly to the [Office of Graduate Admissions and Policy] *Graduate Office* for appropriate action. This office replaces the Office of Undergraduate Studies in all matters involving graduate student violations of academic integrity.*

Students who feel they have been erroneously penalized *by a faculty or staff member* for an academic integrity infraction or think that a penalty is inappropriate may grieve these issues through procedures developed for each college, school, program, or department of the University. Copies of the procedures are maintained in Deans' offices, in the Office of Undergraduate Studies or Graduate Studies, and in the Office of the Vice President for Student Affairs. A copy of the disposition of any grievance arising in matters of academic dishonesty will be attached to the faculty correspondence in the Offices of Undergraduate or Graduate Studies.

When a student violates academic integrity in more than one academic exercise, whether those infractions occurred during the same or different periods of time, or in the same or different courses, the University regards the offense as an especially serious subversion of



academic integrity. The matter becomes particularly severe when the student has been confronted with the first infraction before the second is committed. Whenever the Offices of Undergraduate or Graduate Studies receive a second academic integrity report on a student, the Dean will request a hearing before the University judicial system.

The Director of Libraries or the Computing Center, upon finding of theft, damage, or misuse of facilities or resources, will forward all such cases to the University judicial system for review and disposition, which can include suspension or expulsion from the University. The Director of the Library or the Computing Center may, in individual cases, limit access to the Library or Computing Center pending action by the University judicial system. In all other cases of academic dishonesty which come to the attention of any staff, faculty, or student, it is expected that the Dean of Undergraduate Studies will be notified of such infractions. The Dean of Undergraduate Studies or the Dean of Graduate Studies, as appropriate, will process all such alleged matters of academic dishonesty and refer them to the University judicial system.

The University judicial system was established by the governing bodies of this campus and is administratively the responsibility of the Vice President for Student Affairs. Any questions about the procedures of the University judicial system may be secured by inquiry to that office.